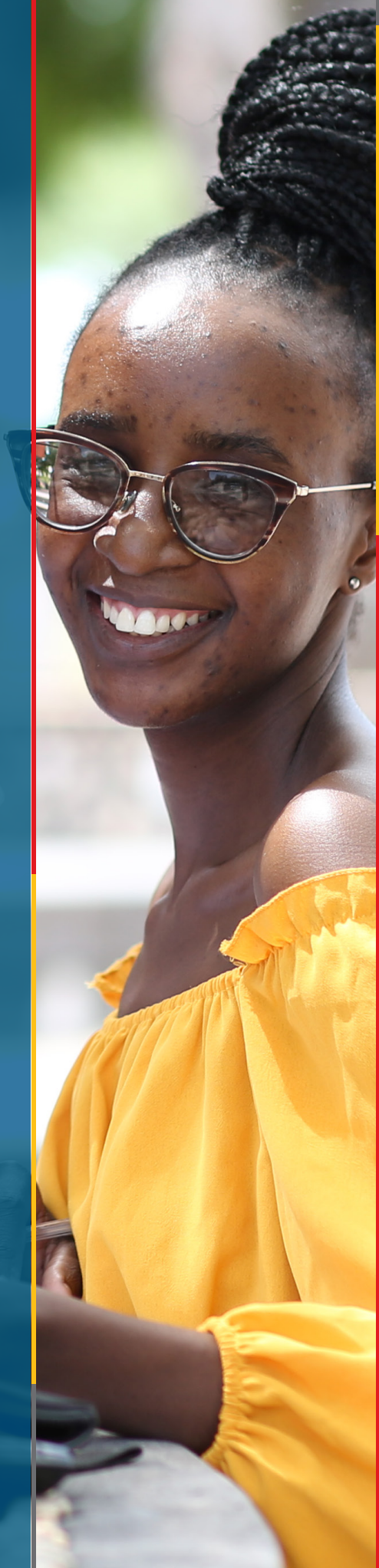




FACULTY OF COMMERCE,
MANAGEMENT & LAW

School of Law



Prospectus 2024
UNIVERSITY OF NAMIBIA

PROSPECTUS 2024

FACULTY OF COMMERCE, MANAGEMENT AND LAW

SCHOOL OF LAW



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Edited & Published by the School of Law,
University of Namibia, Windhoek

NOTE

This Prospectus is only valid for 2024. The general regulations and further information appear in the General Information and Regulation Prospectus. Although the information contained in this Prospectus has been compiled as accurately as possible, it is possible that errors and omissions have inadvertently occurred, for which we apologize in advance. The University reserves the right to amend any regulation or stipulation without notice. The information is correct up to 30 October 2023.

The fact that particulars of a specific module or programme have been included in this Prospectus does not necessarily mean that the module or programme will be offered in 2024.

This Prospectus must be read in conjunction with the *General Information and Regulations Prospectus 2024*.

CONTENTS

NOTE ii

ACADEMIC CALENDAR 2024	7
DUE DATES FOR THE 2024 ACADEMIC YEAR	9
STRUCTURE AND PERSONNEL	11
A.2 DIPLOMA PROGRAMMES	13
A.3 DEGREE PROGRAMMES	13
A.4 POSTGRADUATE PROGRAMMES	13
B.1 COURSES, CREDITS AND CONTACT HOURS.....	14
B.2 CLASS ATTENDANCE	15
B.3 EXEMPTIONS.....	15
B.4 EXAMINATION REGULATIONS.....	15
A.1 ADMISSION	16
A.2 DURATION OF STUDY.....	16
A.3 TEACHING MODE	16
A.4 CURRICULUM STRUCTURE.....	16
RESTRICTION ON COURSES – CO-REQUISITES AND PRE-REQUISITES.....	16
A.5 EXAMINATION REGULATIONS.....	17
A.6 ACADEMIC ADVANCEMENT RULES.....	17
A. 7 MINIMUM REQUIREMENTS FOR RE-ADMISSION INTO THE SCHOOL	17
A.8 AWARDING OF THE DIPLOMA IN ALTERNATIVE AND DISPUTE RESOLUTION	17
A.9 Course Descriptors.....	17
FIRST YEAR COURSES:.....	17
A. 9.1 Course Title: ENGLISH COMMUNICATION AND STUDY SKILLS.....	17
A.9.2 Course Title: COMPUTER LITERACY	18
A.9.3 Course Title: NEGOTIATION	18
A.9.4 Course Title: CONFLICT MANAGEMENT AND DISPUTE RESOLUTION	18
A.9.5 Course Title: CONCILIATION AND MEDIATION	19
SECOND YEAR COURSES:.....	19
A.9.6 Course Title: ARBITRATION	19
A.9.7 Course Title: FAMILY MEDIATION	19
A.9.8 Course Title: OMBUDS LAW.....	19
A.9.9 Course Title: WORKPLACE DISPUTE RESOLUTION	20
A.9.10 Course Title: RESTORATIVE JUSTICE.....	20
A.9.11 Course Title: LAND AND ENVIRONMENTAL DISPUTE RESOLUTION	20
A.9.12 Course Title: INTERNSHIP	20
B.1 ADMISSION	22
B.2 DURATION OF STUDY.....	22
B.3 CURRICULUM STRUCTURE.....	22

B.4	RESTRICTION ON COURSES – CO-REQUISITES AND PRE-REQUISITES	24
B.5	EXAMINATION REGULATIONS.....	24
B.6	ACADEMIC ADVANCEMENT RULES	24
B.7	MINIMUM REQUIREMENTS FOR RE-ADMISSION INTO THE SCHOOL	24
B.8	AWARDING OF THE DEGREE OF LL B (HONOURS)	25
B.9	LLB RESEARCH PROJECT REGULATIONS	25
B.8	MODULE DESCRIPTORS.....	28
1 ST YEAR		28
UNAM CORE COURSES:		28
B.8.1	Course Title: ENGLISH FOR ACADEMIC PURPOSES.....	28
B.8.2	Course Title: CONTEMPORARY SOCIAL ISSUES	28
B.8.3	Course Title: COMPUTER LITERACY.....	28
B.8.4	Course Title: INTRODUCTION TO LAW	29
B.8.5	Course Title: LAW OF PERSONS.....	29
B.8.6	Course Title: CONSTITUTIONAL LAW	30
B.8.7	Course Title: FAMILY LAW.....	30
2 ND YEAR.....		30
B.8.8	Course Title: CUSTOMARY LAW I	30
B.8.9	Course Title: CUSTOMARY LAW II	31
B.8.10	Course Title: LABOUR LAW	31
B.8.11	Course Title: LAW OF CONTRACT.....	31
B.8.12	Course Title LAW OF PROPERTY.....	32
B.8.13	Course Title: ADMINISTRATIVE LAW	32
B.8.14	Course Title: CRIMINAL LAW I.....	33
B.8.15	Course Title: CRIMINAL LAW II.....	33
B.8.16	Course Title LEGAL INTERPRETATION AND DRAFTING.....	33
3 RD YEAR		34
B.8.17	Course Title: HUMAN RIGHTS LAW	34
B.8.18	Course Title: CRIMINAL PROCEDURE	34
B.8.19	Course Title: CIVIL PROCEDURE	34
B.8.20	Course Title: ACCOUNTANCY FOR LAWYERS	35
B.8.21	Course Title: PUBLIC INTERNATIONAL LAW	35
B.8.22	Course Title: LAW OF DELICT	35
B.8.23	Course Title: LAW OF EVIDENCE	36
B.8.24	Course Title: RESEARCH METHODOLOGY	36
B.8.25	Course Title: LAW OF ASSOCIATIONS	36
B.8.26	Course Title: COMMERCIAL LAW	37
4 TH YEAR		37
B.8.27	Course Title: LAW OF SUCCESSION	37
B.8.28	Course Title: INTERNATIONAL ECONOMIC LAW	37
B.8.29	Course Title: COMPANY LAW	38
B.8.30	Course Title: JURISPRUDENCE.....	38
B.8.31	Course Title: LL B RESEARCH PROJECT	39

B.8.32 Course Title: LEGAL AID CLINIC AND PROFESSIONAL ETHICS.....	39
B.8.33 Course Title: TAX LAW	39
4 th YEAR LL B (ELECTIVES).....	40
B.8.34 Course Title: MARITIME LAW.....	40
B.8.35 Course Title: ENVIRONMENTAL LAW	40
B.8.36 Course Title: PRIVATE INTERNATIONAL LAW	41
B.8.37 Course Title: COMPARATIVE LAW	41
B.8.38 Course Title: COMPETITION LAW	41
B.8.39 Course Title: LAW OF INTELLECTUAL PROPERTY.....	42
B.10.40 Course Title: MINING LAW	42
B.8.41 Course Title: NEGOTIABLE INSTRUMENTS	42
B.8.42 Course Title: LAW OF INSOLVENCY	43
B.8.43 Course Title: INTERNATIONAL HUMANITARIAN LAW	43
B.8.44 Course Title: CONVEYANCING AND NOTARIAL PRACTICE.....	43
C.1 Admission requirements	45
C.2 DURATION OF STUDY.....	45
C.3 CURRICULUM STRUCTURE.....	45
C.4 RESTRICTION ON COURSES – CO-REQUISITES AND PRE-REQUISITES	54
C.5 EXAMINATION REGULATIONS.....	54
C.6 ACADEMIC ADVANCEMENT RULES	54
C.7 MINIMUM REQUIREMENTS FOR RE-ADMISSION INTO THE SCHOOL	55
C.8 AWARDING OF THE DEGREE LLB (HONOURS).....	55
C.10 MODULE DESCRIPTORS.....	55
C.10.1 Module Title: Legal and professional Ethics.....	55
C.10.2 Module Title: FOUNDATIONS OF NAMIBIAN LAW	55
C.10.3 Module Title: CONSTITUTIONAL LAW	56
C.10.4 Module Title: LAW OF PERSONS AND MARRIAGE	56
C.10.5 Module Title: LAW OF PERSONS AND MARRIAGE	57
C.10.6 Module Title: ALTERNATIVE DISPUTE RESOLUTION.....	57
C.10.7 Module Title: EMPLOYMENT LAW	57
C.10.8 Module Title: LAW OF SUCCESSION.....	58
C.10.9 Module Title: AFRICAN INDIGENOUS LAW	58
C.10.10 Module Title: CRIMINAL LAW II.....	59
C.10.11 Module Title: HUMAN RIGHTS LAW	59
C.10.12 Module Title: TRIAL ADVOCACY	59
C.10.13 Module Title: LAW OF CONTRACT	60
C.10.14 Module Title: LAND AND PROPERTY LAW	60
C.10.15 Module Title: LAW OF DELICT	61
C.10.16 Module Title: LEGISLATIVE DRAFTING AND INTERPRETATION.....	61
C.10.17 Module Title: BANKING LAW AND PAYMENT SYSTEMS	61
C.10.18 Module Title: MEDIA AND COMMUNICATIONS LAW	62
C.10.19 Module Title: PRINCIPLES OF ENVIRONMENTAL LAW.....	62
C.10.20 Module Title: LAW OF BUSINESS ENTITIES.....	63

C.10.21	Module Title: COMMUNITY IMPACT PROJECT	63
C.10.22	Module Title: WORKPLACE ATTACHMENT	63
C.10.23	Module Title: ADMINISTRATIVE JUSTICE	64
C.10.24	Module Title: CIVIL PROCEDURE	64
C.10.25	Module Title: LAW OF EVIDENCE	65
C.10.26	Module Title: CRIMINAL PROCEDURE	65
C.10.27	Module Title: JURISPRUDENCE	66
C.10.28	Module Title: BOOKKEEPING FOR LEGAL PRACTITIONERS	66
C.10.29	Module Title: LEGAL DRAFTING	67
C.10.30	Module Title: LEGAL RESEARCH AND DEVELOPMENT	67
C.10.31	Module Title: DESIGN THINKING	67
C.10.32	Module Title: LEGAL RESEARCH PROJECT	68
C.10.33	Module Title: LEGAL AID CLINIC AND CASE MANAGEMENT	68
C.10.34	Module Title: PUBLIC INTERNATIONAL LAW	69
C.10.35	Module Title: LAW OF INSOLVENCY	69
C.10.36	Module Title: TAX LAW	69
C.10.37	Module Title: LAW OF THE SEA	70
C.10.38	Module Title: INTERNATIONAL TRADE LAW	70
C.10.39	Module Title: INTELLECTUAL PROPERTY LAW	71
C.10.40	Module Title: COMPETITION LAW	71
C.10.41	Module Title: CRIMINOLOGY AND CRIME PREVENTION	71
C.10.42	Module Title: AFRICAN UNION LAW	72
C.10.43	Module Title: MINING LAW	72
C.10.44	Module Title: PRIVATE INTERNATIONAL LAW	73
D.1	DEGREES	74
D.2	ADMISSION	74
D.3	DURATION OF STUDY	74
D.4	CURRICULUM COMPILATION	74
D.5	MODULE DESCRIPTORS	74
D.5.1	Module Title: ACADEMIC WRITING FOR POST GRADUATE STUDENTS	74
E.1	DEGREES	76
E.2	ADMISSION	76
E.3	DURATION OF STUDY	76
E.4	CURRICULUM COMPILATION	76
E.4.1	Module Title: ADVANCED CRIMINAL LAW AND PROCEDURE	77
E.4.2	Module Title: CONSUMER LAW	78
E.4.3	Module Title: COMPARATIVE LAW	78
E.4.4	Module Title: LEGAL RESEARCH METHODOLOGY	78
E.4.5	Module Title: ADVANCED JURISPRUDENCE	79
E.4.6	Module Title: CORPORATIONS LAW	79
E.4.7	Module Title: LABOUR LAW PRACTICE AND PROCEDURE	80
E.4.8	Module Title: MARITIME LAW	80
E.4.9	Module Title: LLM THESIS	80

F.1	MODULE DESCRIPTORS.....	82
K.1.1	Module Title: ACADEMIC WRITING FOR POST GRADUATE STUDENTS	82
G.1	REGULATIONS.....	83
G.2	COURSES OF STUDY	83
G.3	ADMISSION AND DURATION OF STUDY.....	83
G.4	CURRICULUM.....	83
G.4.1	PROGRAMMES FOR LAW ENFORCEMENT AGENCIES	83
G.4.2	THE LEGAL PROFESSIONAL TRAINING COURSE.....	84
H.	ADVICE, INFORMATION AND GENERAL REGULATIONS	85

ACADEMIC CALENDAR 2024

FIRST SEMESTER:

11 January	University Opens
22 January	Academic staff resumes office duties
22 January	Lectures commence for CORE SEMESTER – New Curriculum Senior Students of Professional Programmes (Until 1 March)
29 January	Lectures commence for CORE SEMESTER – New Curriculum (Until 1 March)
12 February	Lectures commence for FIRST SEMESTER – Old Curriculum Students (Until 15 May)
04 March	Lectures commence for FIRST SEMESTER – New Curriculum Students (Until 7 June), and New Curriculum Senior Students of Professional Programmes (Until 11 June)
25 March	Vacation Schools commence (Until 28 March)
28 March	FIRST SEMESTER NREAK for students commence (Until 2 April)
03 April	Lecturers commence after FIRST SEMESTER BREAK
15 May	Lecturers end for FIRST SEMESTER – Old Curriculum Students
22 May	First Opportunity Examinations commence – Old Curriculum Students (Until 10 June)
04 June	Lecturers end for FIRST SEMESTER – New Curriculum Students
10 June	First Opportunity Examinations end – Old Curriculum Students
10 June	First Opportunity Examinations commence - New Curriculum Students (Until 21 June)
11 June	Lecturers end for FIRST SEMESTER – New Curriculum Senior Students of Professional Programmes
11 June	Second Opportunity Examinations commence – Old Curriculum Students (Until 28 June)
17 June	First Opportunity Examinations commence – New Curriculum Senior Students of Professional Programmes (Until 28 June)
21 June	First Opportunity Examinations end – New Curriculum Students
24 June	Second Opportunity Examinations commence – New Curriculum Students (Until 5 July)
28 June	First Opportunity Examinations end – New Curriculum Senior Students of Professional Programmes
28 June	Second Opportunity Examinations end – Old Curriculum Students
01 July	Second Opportunity Examinations commence – New Curriculum Senior Students of Professional Programmes (Until 10 July)
05 July	Second Opportunity Examinations end – New Curriculum Students

10 July	Second Opportunity Examinations end – New Curriculum Senior Students of Professional Programmes
12 July	End of FIRST SEMESTER
15 – 19 July	Mid-year recess

SECOND SEMESTER

22 July	Lectures commence for SECOND SEMESTER – Old and New Curriculum Students (until 18 October), and New Curriculum Senior Students of Professional Programmes (Until 25 October)
26 August	SECOND SEMESTER BREAK for students commence (Until 31 August)
27 August	INSTITUTIONAL HOLIDAY
28 August	Vacation Schools commence (Until 30 August)
02 September	Lectures resume after second semester break
18 October	Lectures end for SECOND SEMESTER – Old and New Curriculum Students
23 October	First Opportunity Examinations commence – Old Curriculum Students (Until 11 November) and New Curriculum (Until 6 November)
25 October	Lectures end for SECOND SEMESTER – New Curriculum Senior Students of Professional Programmes
30 October	First Opportunity Examinations commence – New Curriculum Senior Students of Professional Programmes (Until 12 November)
06 November	First Opportunity Examinations end – New Curriculum Students
07 November	Second Opportunity Examinations commence – New Curriculum Students (Until 22 November)
11 November	First Opportunity Examinations end – Old Curriculum Students
12 November	First Opportunity Examinations commence – New Curriculum Senior Students of Professional Programmes
12 November	Second Opportunity Examinations commence – Old Curriculum Students (Until 29 November)
13 November	Second Opportunity Examinations commence – New Curriculum Senior Students of Professional Programmes (Until 22 November)
22 November	Second Opportunity Examinations end – All New Curriculum Students, including Senior Students of Professional Programmes
29 November	Second Opportunity Examinations end – Old Curriculum Students
06 December	End of SECOND SEMESTER
13 December	End of ACADEMIC YEAR
09 January 2025	University opens (2025 academic year)
21 January 2025	Academic staff resume office duties

DUE DATES FOR THE 2024 ACADEMIC YEAR

(i)	GENERAL	
	Last day for application of module(s) exemptions – New Curriculum Students	9 February
	Last day for application for exemption(s) New Curriculum	9 February
	Last day for application for exemption(s) old Curriculum	16 February
	Last day for approval of module exemption(s) Senior students	8 March
	Last day for approval of module(s) & qualification changes New Curriculum	9 February
	Last day for approval of module(s) & qualification changes Old Curriculum /Senior students	16 February
	Last day for approval of Promotional Examinations applications	24 January
	Last day to apply for Promotional Examinations	18 January
	Last day for change of offering types oat Regional Centres (Semester 1 modules)	30 April
	Last day to change offering types at Regional Centres (Semester 2 modules)	30 September
	Last day to cancel enrolment	
	Last day to submit Theses and Dissertations for examinations	31 October
	Last day to apply for remark of first semester modules	01 August
(ii)	ACADEMIC ADMINISTRATION	
	CANCELLATIONS	
	<ul style="list-style-type: none"> Last date for cancellation for First Semester modules all students 	30 April
	<ul style="list-style-type: none"> Last day for approval of module(s) and qualification changes – New Curriculum students 	09 February
(iii)	FINANCE	
	Core Modules	
	<ul style="list-style-type: none"> Last day to cancel Core Semester modules with 100% credit – New Curriculum Students (SC) 	5 February
	<ul style="list-style-type: none"> Last date to cancel Core Semester modules with 50% credit – New Curriculum Students (SC) 	16 February
	Semester 1 Modules	
	<ul style="list-style-type: none"> Last day to cancel Semester 1 and Year modules with 100% credit – Old Curriculum Students 	23 February
	<ul style="list-style-type: none"> Last day to cancel Semester 1 and Year modules with 100% credit – New Curriculum Students (S0 and S1) 	15 March
	<ul style="list-style-type: none"> Last day to cancel Semester 1 modules with 50% credit – Old Curriculum Students 	15 March
	<ul style="list-style-type: none"> Last day to cancel Semester 1 and Year modules with 50% credit – New Curriculum Students (S1) 	12 April
	<ul style="list-style-type: none"> Last day to cancel FIRST SEMESTER MODULES – All Students 	30 April
	<ul style="list-style-type: none"> Last day to cancel Year modules with 50% credit – All Students 	8 July
	<ul style="list-style-type: none"> Last day to cancel year modules with 100% credit – Old Curriculum Students 	23 February
	<ul style="list-style-type: none"> Last day to cancel double modules with 50% credit – All students 	15 March
	Semester 2 Modules	
	<ul style="list-style-type: none"> Last day to cancel Semester 2 modules with 100% credit – All Students (S2) 	09 August
	<ul style="list-style-type: none"> Last day to cancel Semester 2 modules with 50% credit – All Students (S2) 	02 September
	<ul style="list-style-type: none"> Last day to cancel Semester 2 modules and Year modules - All Students 	30 September
	<ul style="list-style-type: none"> Addition and cancellation of Second Semester modules ends 	30 July

**JUSTICE TRAINING CENTRE (JTC) 2024 ACADEMIC CALENDAR
CANDIDATE LEGAL PRACTITIONERS TRAINING PROGRAM (CLPTP) FOR 2024**

ACTIVITY	DATE
Applications for 2024 intake - (Manual or online)	13 November 2023- 13 December 2023
University/JTC Closes	15 December 2023
University/JTC Offices opens	11 January 2024
Due date for submission of moderated 2023 LPQE 1 results to the JTC	19 January 2024
Registration of 2024 candidates (MOJ: Secretary to the Board)	05 -09 February 2024
Due date for submission of moderated LPQE 2 examination question papers to the JTC	25 March 2024
LPQE 2 Examinations 2024	01- 30 April 2024
Course duration	19 February – 8 June 2024
Mode of offering (2024)	Face-to-face
Commencement of JTC lectures (Main campus)	19 February 2024
JTC Part 1: 19 February – 19 February 2024	Candidates to submit all assignments to the JTC for subjects 1 – 4 on or before 30 March 2024.
JTC Part 2: 19 March – 19 March 2024	Candidates to submit all assignments to the JTC for subjects 5 – 7 on or before 30 May 2024.
JTC Part 3: 19 April – 20 June 2024	Candidates to submit all assignments to the JTC for subjects 8 – 11 on or before 20 June 2024.
JTC Part 4: Revision classes (Optional)	20- June- 15 July 2024
Due dates for the submission of assignment marks by lecturers to the JTC	<ul style="list-style-type: none"> • Subjects 1 – 4: 30 May 2024 • Subjects 5 –7: 20 June 2024 • Subjects 8 – 11: 15 July 2024
Due date for the submission of moderated mid-year examination question papers to the JTC	19 July 2024
Mid-Year examination 2023	29 July – 22 August 2024
Due date for the submission of moderated Mid-Year examination results to the JTC	30 September 2024
Due date for the submission of moderated LPQE 1 examination question papers to the JTC	15 October 2024
LPQE 1 Examinations 2024	28 October- 20 November 2024
Applications for 2025 intake - (Manual or online)	11 November 2024 – 11 December 2024
University / JTC Closes	13 December 2024
University / JTC Opens	10 January 2025
Due date for the submission of moderated LPQE 1 examination results to the JTC	17 January 2025

STRUCTURE AND PERSONNEL

OFFICE OF THE ASSOCIATE DEAN

☎ (+264 61) 206 3622 ☎ (+264 61) 206 3703 📧 Private Bag 13301, Windhoek, Namibia

OFFICE OF THE DEAN

Executive Dean

Prof JM Nyambe: NDip (Neudamm), BSc Ag Econ (UFH), MSc Ag Econ (Pret), PhD (Limp)

Tel: (+264-61-206 3434); Email: jmnyambe@unam.na

Associate Dean:

Dr NV Asheela-Shikalepo: LLD (UP); LLM (UP); LLB (UNAM); B. Juris (UNAM); Legal Practitioner of the High Court of Namibia

Administrative Officer: Vacant

Faculty Officer: Mr. D Sampson: BA (UWC); HED (UWC); B. ED (UNAM); PGCEE (Strathclyde, Scotland)

Assistant Faculty Officer: Mrs. AA Husselmann: B ED (Hons) (UNAM)

Examination Officer: Ms Josefina Muhama: BSc Agric (NUST); BSc Agribusiness Management Hons (NUST)

Faculty Librarian: Dr MUN Hamutumwa: PhD (Information Studies) (UKZN); MSc (LIS) (Strathclyde, Scotland); BA (LIS) (UNAM); Dip. IT (Polytechnic of Namibia)

Senior and Law Librarian: Dr Chiku Mnubi-Mchombu: PhD (Library and Information Science) (University of Zulu Land) MA BA (Accounting & Pub Admin); Diploma (Library Studies (UB); Cert in Librarianship (Tanzania Library Services)

General enquiries regarding the School of Law and the qualifications offered by the School should be directed to:

The Faculty Officer or Assistant Faculty Officer
School of Law
University of Namibia
Private Bag 13301
Windhoek,
NAMIBIA
Telephone: (+264 61) 206 3998/206 3775
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DEPARTMENT OF PRIVATE & COMMERCIAL LAW

☎ (+264 61) 206 3993 ☎ (+264 61) 206 3703 📧 mnapapela@unam.na 📧 Private Bag 13301, Windhoek, Namibia

Head of Department and Lecturer:

Ms MP Nakapela: LLM (UCT); LLB (UNAM); BJuris (UNAM); Legal Practitioner of the High Court of Namibia

Full Professor:

Vacant

Associate Professor:

Vacant

Senior Lecturers:

Dr TV Warikandwa: LLD, LLM, LLB, LLD (Fort Hare)

Dr A Jorge: PhD (UCT), LLM (Stell), LLB (Rhodes), BA (UCT), BPhil (St Paul)

Dr L Ihuhua: PhD (UCT); PDHE (UNAM); LLM (Stell); LLB (UNAM); BJuris; (UNAM)

Lecturers:

Mrs. AL Zender: LLM; LLB, B. Juris (UNAM)

Mrs. IN Hamulungu: LLM (*cum laude*) (UP); LLB (UNAM); Ed. Dip (WCE); Legal Practitioner of the High Court of Namibia

Ms. MP Nakapela: LLM (Commercial Law)(UCT); B.Juris; LLB (UNAM) Legal Practitioner of the High Court of Namibia

DEPARTMENT OF PUBLIC AND PROCEDURAL LAW
☎ (+264 61) 206 3766 📠 (+264 61) 206 3703 ✉ elibebe@unam.na 📮 Private Bag 13301, Windhoek, Namibia

Head of Department and Lecturer:

Mr. EL Libebe: LLM (UCT); LLB, B Juris (UNAM)

Senior Lecturers:

Dr J Nakuta: LLD (Maastricht); LLM (Utrecht; LLB (UNISA); HED (Unam); Ed Dip (Perseverance College of Education, R.S.A)

Mr. PM Balhao: LL M (Intellectual Property Law) (Stellenbosch University); LLB (UNAM) B. Juris; (UNAM); Admitted Legal Practitioner in Namibia with right of audience in the Supreme Court of Namibia

Dr MR Awarab: LLD (UNISA); LLM (UCT); LLB; B Juris (UNAM)

Dr K Kariseb: LLD; LLM (*cum laude*) (UP); LLB (UNAM); B Juris (UNAM).

Lecturers:

Dr. C Harris: PhD (UNAM); LLM (UNAM); LLB (UNAM); B. Juris (UNAM); Adv. Dip. Management (SBS)

Mr. EL Libebe: LLM (UCT); LLB, B Juris (UNAM)

Ms. E Shakalela: LLM (Loyola University Chicago School of Law); LLB (UNAM); BJuris (UNAM)

Modules offered in the different programmes in the School of Law

The Courses offered in the different programmes in the School of Law have been arranged in the departments in the following manner:

Department Public & Procedural Law

Basic Principles of Legal Processes; Ombuds Law; Restorative Justice; Land and Environment Dispute Resolution; Internship; Introduction to Criminal Law and Procedure; Legal Processes, Constitutional and Administrative Law; Introduction to Human Rights; Constitutional Law; Introduction to Law; Customary Law I; Customary law II; Criminal Law I; Criminal Law II; Administrative Law; Legal Interpretation and Drafting; Human Rights Law; Criminal Procedure; Civil Procedure; Law of Evidence; Public International Law; Research Methodology; Law of Associations; Jurisprudence; LLB Research Project; Legal Aid Clinic & Professional Ethics; Environmental Law; Comparative Law; International Humanitarian Law; Introduction to Criminal Law and Procedure; Foundations of Namibian Law; Legislative Drafting and Interpretation; Principles of Environmental Law; Administrative Justice; Legal Drafting; Legal Research and Development; Legal Research Project; Legal Aid Clinic and Case Management; Criminology and Crime Prevention; Introduction to Civil Procedure; Introduction to Law of Evidence; Legal Research, Writing and Interpretation;

Department Private & Commercial Law

Accountancy for Lawyers; Commercial Law; Company Law; Labour Law; Law of Associations; Law of Contract; Law of Persons; Family Law; Law of Property; Law of Delict; Law of Succession; International Economic Law; Tax Law; Maritime Law; Private International Law; Mining Law; Negotiable Instruments; Law of Insolvency; Conveyancing &

Notarial Practice; Negotiation; Conflict Management and Dispute Resolution; Conciliation and Mediation; Arbitration; Family Mediation; Workplace Dispute Resolution; Basic Concepts of Commercial Law; Alternative Dispute Resolution; Family Law and Divorce; Basic Concepts of Labour Law; Wills and Estates; The Law of MVA Claims; Property Rights in Namibia; Competition Law; Law of Intellectual Property; Law of Persons and Marriage; Alternative Dispute Resolution; Employment Law; Land and Property Law; Banking Law and Payment Systems; Law of Business Entities; Bookkeeping for Legal Practitioners; Intellectual Property Law; International Trade Law

The Departments function as co-coordinating units for the teaching of the Courses arranged in the two Departments.

NB: Students are requested to approach Heads of Departments in case of concerns, complaints and inquiries.

JUSTICE TRAINING CENTRE (JTC)
 ☎ (+264 61) 206 3702 📠 (+264 61) 206 3703 ✉ kmundia@unam.na 📮 Private Bag 13301, Windhoek, Namibia

Director: Dr. KF Mundia; LLD (UP); LL M (UFS); LLB (UKZN); BA (Theology) (Andrews University, Zimbabwe)

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Administrative Assistant: Vacant

Clerical Assistant: Ms. Emmerentia Farmer **Tel:** +264 (0)61 206 3940; **Email:** efarmer@unam.na

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A. QUALIFICATIONS OFFERED BY THE SCHOOL

A.2 DIPLOMA PROGRAMMES

The School of Law offers the following diploma programme:

Diploma Alternative Dispute Resolution (Level 5)	16 DADR
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A.3 DEGREE PROGRAMMES

The School of Law offers the following undergraduate qualifications:

Bachelor of Laws (LLB) Honours - NQF Level 8	16BLWS
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Bachelor of Laws (LLB) Honours - NQF Level 8	64BLWS
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A.4 POSTGRADUATE PROGRAMMES

The Faculty offers the following postgraduate qualifications:

Master of Laws by Research (LLM) - NQF Level 9	16MLAW
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Master of Laws by Coursework (LLM) - NQF Level 9	64MLWS
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Doctor of Philosophy in Law (PhD) - NQF Level 10	16DPLA
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These Regulations should be read in conjunction with and subject to the University **General Information and Regulations Prospectus**.

UNAM Evaluation Scale:

POINTS	GCE			IB		NSSC			CAMBRIDGE		NSC	HG	SG
	A-LEVEL	AS	O-LEVEL	HL	SL	AS	H	O	HIGCSE	IGCSE			
10	A			7									
9	B	a		6		a	1 80-100		1 80-100		7	A 80-100	
8	C	b		5	7	b	2 65-79	A* 90-100	2 65-79	A* 80-100	6	B 70-79	
7	D	c	A/1	4	6	c	3 50-64	B 80-90	3 50-64	A 80-90	5	C 60-69	A 80-100
6	E	d	B/2		5	d	4 35-49	C 70-79	4 35-49	B 70-79	4	D 50-59	B 70-79
5		e	C/3		4	e		D 60-69		C 60-69	3	E 40-49	C 60-69
4	N/O/ Subsidiary		D/4		3			D 50-59		D 50-59	2	F 30-39	D 50-59
3			E/5		2			E 40-49		E 40-49			E 40-49

ABBREVIATIONS

GCE- GENERAL CERTIFICATE OF EDUCATION

O-LEVEL- ORDINARY LEVEL
AS-LEVEL- ADVANCED SUBSIDIARY LEVEL
A LEVEL- ADVANCED LEVEL

IB- INTERNATIONAL BACCALAUREATE

HL- HIGHER LEVEL
SL- STANDARD LEVEL

NSSC-NAMIBIA SENIOR SECONDARY CERTIFICATE

AS- ADVANCED SUBSIDIARY
H- HIGHER LEVEL
O- ORDINARY LEVEL

CAMBRIDGE- CAMBRIDGE INTERNATIONAL EXAMINATIONS

HIGCSE- HIGHER INTERNATIONAL GENERAL CERTIFICATE OF SECONDARY EDUCATION
IGCSE- INTERNATION GENERAL CERTIFICATE OF SECONDARY EDUCATION

SENIOR CERTIFICATE

NSC- NATIONAL SENIOR CERTIFICATE
HG- HIGHER GRADE
SG -STANDARD GRADE

B.1 COURSES, CREDITS AND CONTACT HOURS

- B.1.1 One contact hour is equivalent to half (1/2) lecture period on the timetable of the School of Law
- B.1.2 A **double Course** carries 24 or 32 credits and is taught at four (4) contact hours per week over the full academic year (both semesters), i.e. 112 contact hours per academic year. A double Course is equivalent to two (2) Course s.
- B.1.3 A **full Course** carries 12 or 16 credits and is either taught at four (4) contact hours per week over one semester, i.e. 56 contact hours per semester OR at two (2) contact hours per week over the full academic year (both semesters), i.e. also 56 contact hours per academic year.
- B.1.4 A **half Course** carries 8 credits and is taught at two (2) contact hours per week over one semester, i.e. 28 contact hours per semester. A half Course is equivalent to one half (0.5) of a full Course.

B.2 CLASS ATTENDANCE

- B.2.1 In order to be admitted to examinations, students are required to attend at least 80% of the lectures and to complete the required elements that make up the continuous assessment mark. Refer to the **General Information and Regulations Prospectus**.

B.3 EXEMPTIONS

- B.3.1 Students are required to adhere to the deadline dates for application of exemptions as stipulated on Page 3 of this prospectus. Also refer to the **General Information and Regulations Prospectus on "Recognition of Courses passed at other institutions"**.
- B.3.2 A student from another institution who has not completed a degree/diploma/certificate and who wants to enroll for a study course at the University of Namibia will only be entitled to exemption of a maximum of 50% of the Courses contained in the curriculum of a UNAM study course.

B.4 EXAMINATION REGULATIONS

- B.4.1 Continuous assessment and examinations will be conducted in line with the University's general examination regulations as outlined in the **General Information and Regulations Prospectus** and subject to School of Law special regulations.
- B.4.2 To qualify for examination admission in a Course,
- students should have completed all the required elements that make up the continuous assessment mark.
 - students should have attained at least 40% in the continuous assessment component, unless otherwise approved by Senate.
- B.4.3 If a student has not been admitted to the examination in a particular Course, but enters the relevant examination and sits for the paper(s), his/her results in that paper(s) will be declared null and void.
- B.4.4 In order to pass a Course, a student must obtain a final mark of at least 50%, which consists of the continuous assessment mark and examination mark. Consult the relevant Course descriptors to determine the weighing of these components in the calculation of the final mark.
- B.4.5 A student cannot pass a Course with an examination mark of less than 40%, regardless of the value and weight of the continuous assessment mark in that Course.

Please read this section in conjunction with the general examination regulations as outlined in of the **General Information and Regulations Prospectus**, which contains detailed information regarding continuous assessment, examinations and promotion criteria.

A. Diploma Alternative Dispute Resolution

NB: This programme is being phased-out. No new intake for this course since 2023.

A.1 ADMISSION

A.1.1 For admission to the Diploma Alternative Dispute Resolution the general UNAM requirements apply, namely that the applicant holds a School Leaving Certificate i.e. Namibian Senior Secondary Certificate (NSSC) Ordinary or Higher Level or a recognized equivalent qualification. A student must obtain a minimum of 25 point in five subjects according to UNAM rating with at least a C symbol in English as a Second Language or higher.

A.2 DURATION OF STUDY

A.2.1 The Diploma Alternative Dispute Resolution will be offered over a minimum study period of two (2) years and a maximum study period of four (4) years.

A.3 TEACHING MODE

A.3.1 The Diploma in Alternative Dispute Resolution will be offered on a full time (face-face) mode during the evenings.

A.4 CURRICULUM STRUCTURE

The curriculum for the Diploma in Alternative Dispute Resolution is made up of the following components:

Year	Course Name	Code	Course Type	NQF Level	Contact Hours/Weeks	Credits
1	English Communication and Study Skills	ULCE 3419	Semester 1	5	4/14	16
1	Basic Principles of Legal Processes	LJLP 2411	Semester 1	4	4/14	16
1	Negotiation	LCNG 2411	Semester 1	4	4/14	16
1	English for Academic Purposes	ULEA 3519	Semester 2	5	4/14	16
1	Computer Literacy	UCLC 3509	Semester 2	5	2/14	8
1	Conciliation & Mediation	LPMD 2412	Semester 2	4	4/14	16
1	Conflict Management and Dispute Resolution	LPCM 2410	Semester 1 &2	4	4/28	32
1	Contemporary Social Issues	UCSI 3580	Semester 1&2	5	2/14	8
TOTAL CREDITS FOR YEAR 1						128
2	Arbitration	LPAR 2511	Semester 1	5	4/14	16
2	Family Mediation	LPFM 2511	Semester 1	5	4/14	16
2	Ombuds Law	LJOM 2511	Semester 1	5	4/14	16
2	Restorative Justice	LJRJ 2512	Semester 2	5	4/14	16
2	Land & Environmental Dispute Resolution	LJLE 2512	Semester 2	5	4/14	16
2	Internship	LJIN 2512	Semester 2	5	4/14	16
2	Workplace Dispute Resolution	LCWD 2510	Semester 1&2	5	4/28	32
TOTAL CREDITS FOR YEAR 2						128
TOTAL CREDITS FOR THE PROGRAMME						256

RESTRICTION ON COURSES – CO-REQUISITES AND PRE-REQUISITES

Co-requisites: A student must have a continuous assessment mark of at least 40% (i.e. examination admission) in a Course to be allowed to continue with any Course for which the first one is a co-requisite.

Pre-requisites: Before a student can continue with a subsequent Course, the preceding relevant Course must be passed. A student will not be admitted to a specific Course if s/he does not meet the requirements for the particular Course.

FIRST YEAR:

Courses	Pre-Requisites
ULEA 3519 English for Academic Purposes	ULCE 3419 English Communication and Study Skills

SECOND YEAR:

Courses	Pre-Requisites
LPFM 2511 Family Mediation LJOM 2511 Ombuds Law LJRJ 2511 Restorative Justice LJLE 2512 Land & Environmental Dispute Resolution LCWD 2510 Workplace Dispute Resolution	LPMD 2412 LPMD 2412 LPMD 2412 LPMD 2412 LCNG 2411 and LPMD 2412

A.5 EXAMINATION REGULATIONS

See **General Information and Regulations Prospectus** for Special Regulations.

A.6 ACADEMIC ADVANCEMENT RULES

A.6.1 A student is eligible to register for his/her subsequent year of study if s/he has, at the end of the first year, passed 88 out of the 128 credits prescribed for the first year, which should include at least two (2) of the following courses:

- Conflict Management and Dispute Resolution
- Negotiation
- Conciliation & Mediation
- Basic Principles of Legal Processes

A. 7 MINIMUM REQUIREMENTS FOR RE-ADMISSION INTO THE SCHOOL

A.7.1 A student will not be re-admitted into the Faculty unless s/he passed at least:

- 48 credits by the end of the first year of registration
- 88 credits by the end of the second year of registration
- The above-mentioned implies that a student, who does not complete the Diploma in Alternative Dispute Resolution within the prescribed duration of study, has two years left to complete all the remaining credits.

A.7.2 A student may only register for a maximum of two times for the same year of study. This is subject to the duration of study for the Diploma in Alternative Dispute Resolution. The maximum duration of study for the Diploma in Alternative Dispute Resolution is four (4) years.

A.8 AWARDING OF THE DIPLOMA IN ALTERNATIVE AND DISPUTE RESOLUTION

A.8.1 A student shall be awarded the Diploma in Alternative Dispute Resolution if s/he passed all prescribed courses i.e. 256 credits.

A.9 Course Descriptors**FIRST YEAR COURSES:****A. 9.1 Course Title: ENGLISH COMMUNICATION AND STUDY SKILLS**

Course Code: ULCE 3519

NQF level: 5

Contact hours: Four hours per week lectures for 14 Weeks = 56 contact hours

Credits: 16

Pre-requisites: None

Module Description: This module is aimed at assisting students in the development of their reading, writing and speaking and listening skills, in order to cope with studying in a new academic environment and in a language, which may not be their first language. The module also focuses on study skills that students need throughout their academic careers and beyond. The module serves as an introduction to university level academics, where styles of teaching and learning differ from those at secondary schools in that more responsibility is placed on the student. The module therefore, focuses on the skills that students need throughout their academic careers and beyond.

A.9.2 Course Title: COMPUTER LITERACY

Course Code: LJLP 2411
NQF Level: 4
Notional Hours: 160
Contact hours: 4h lectures per week for 14 weeks =56 contact hours
Credits: 16
Pre-requisite: None

Course Content: The course will *inter alia* cover the critical examination of the nature, sources, institutions and techniques of the law; The relationship between law, society and development; Introduction to legal methods, techniques and reasoning especially the analysis of cases and the use of authorities; Structure of the law (i.e. divisions of the law into branches or classification) in general and of the law in Namibia in particular; The structure of the judicial system (Courts), the legal profession and the administration of justice; The sources of law in general and under the Namibian legal system; The separation of governmental powers into the Executive, Legislative and Judicial;

The doctrines of separation of powers and the rule of law; The supremacy of the constitution and the sovereignty of Parliament and their consequences, with particular reference to the Namibian legal system and the nature of administrative discretion and administrative justice, the principles of natural justice and judicial review of administrative discretion.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%) Examination: (60%) 1x3 hour paper. The student must obtain at least 40 % in the examination to pass, irrespective of the continuous assessment mark.

A.9.3 Course Title: NEGOTIATION

Course Code: LCNG 2411
NQF level: 4
Contact hours: 4 hours per week lectures – 14 Weeks = 56 contact hours
Credits: 16
Pre-requisite: None

Course Content: The Course will cover *inter alia* the following areas: The Scope and Nature of Alternative Dispute Resolution (ADR); the goals of ADR; Same as Conciliation and Mediation. Main Methods of Dispute Resolution in terms of Litigation and Negotiation; Approach to Negotiation; The Negotiation process; Convening a Negotiation process; Fact-finding and advisory awards; Positional and interest-based bargaining; Communication skills; Managing the interaction; Negotiation and litigation compared and Legal aspects of Negotiation.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) will contribute forty per cent (40%) to the final mark. Examination: The Course will be examined with a two-hour paper at the end of the first semester. The examination mark will contribute sixty per cent (60%) to the final mark. The student must obtain at least 40 % in the examination to pass, irrespective of the continuous assessment mark. 1x 3-hour paper.

A.9.4 Course Title: CONFLICT MANAGEMENT AND DISPUTE RESOLUTION

Course Code: LPCM 2410
NQF level: 4
Contact hours: 4 hours per week lectures – 14 Weeks = 56 contact hours
Credits: 32
Pre-requisite: None

Course Content:

The course will focus on the following issues: The nature of conflict and the methods of conflict resolution; Problem solving; Negotiation and facilitation; mediation and conciliation.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%) Examination: (60%).1x3 hour paper.

A.9.5 Course Title: CONCILIATION AND MEDIATION

Course Code: LPMD 2412
NQF level: 4
Contact hours: 4 hours per week lectures – 14 Weeks = 56 contact hours
Credits: 16
Pre-requisite: None

Course Content: The Course will cover *inter alia* the following areas: The Scope, Nature and Goals of Alternative Dispute Resolution (ADR); Main Methods of Dispute Resolution in terms of Mediation and Conciliation; Understanding Conflicts; Approach to Mediation and Conciliation; The Mediation and Conciliation processes; Convening a Mediation and Conciliation meeting; Communication skills; Managing the interaction; Mediation and Justice; Mediation and litigation; Conciliation and litigation and Legal areas of Mediation.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%); Examination: (60%).1x3 hour paper.

SECOND YEAR COURSES:

A.9.6 Course Title: ARBITRATION

Course Code: LPAR 2511
NQF level: 5
Contact hours: 4 hours per week lectures – 14 Weeks = 56 contact hours
Credits: 16
Pre-requisite: None

Course description: The Course will cover *inter alia* the following areas: The nature scope and purpose Arbitration. Introduction & Revision of basic arbitration; The Arbitrator's role during the hearing; The powers of the arbitrator; Convening the hearing; Representation of the parties; Witnesses and Presentation of evidence; Conduct of a formal hearing; The Confidentiality of arbitration proceeding;; Applicability of the ordinary rules of evidence to arbitration; The arbitrator's role in the gathering of evidence; The Standard and burden of proof; The Arbitrator's Duty to apply the rules of substantive law; Period for making and Delivering the award; Requirements for a valid award; Preparing & Drafting of the award; Publication of the Award; The reasoned award; Legal Consequences of an award; The Enforcement of the award; Setting aside the award; Arbitration in Labour Dispute.

Assessment Strategies: Continuous assessment (minimum of two tests, two assignments and oral presentations) (40%); Examination: (60%).1x3 hour paper

A.9.7 Course Title: FAMILY MEDIATION

Course Code: LPFM 2511
NQF level: 5
Contact hours: 4 hours per week lectures – 14 Weeks = 56 contact hours
Credits: 16
Pre-requisite: LPMD 2412 – Conciliation & Mediation

Course Content: The course will, *inter alia*, cover the following topics: Negotiating and communication skills; Conflict and conciliation; Mediating relationship issues; Mediating child related issues; Barriers to resolution/impasse techniques; Domestic violence awareness; Namibia's child support guidelines; Mediation and property and Ethical issues.

Assessment Strategies: Continuous assessment: 40%. Examination (60%) 1x3 hour paper.

A.9.8 Course Title: OMBUDS LAW

Course Code: LJOM 2511
NQF level: 5
Contact hours: 4 hours per week lectures – 14 Weeks = 56 contact hours
Credits: 16

Pre-requisite: LPMD 2412 – Conciliation & Mediation

Course Content:

The Course will cover *inter alia* the following areas: Types / kinds of ombudspersons; Role, scope and duties of ombudspersons / theory and practice of Imbeds office; Basic principles of the ombudsperson's role: confidentiality, neutrality and independence; Mandate of the Namibian Ombudsperson; Exploring selected Ombuds best practices i.e. media ombudsman, tax ombuds option.

Assessment Strategies: Continuous assessment (40%) Examination: (60%) 1x3 hour paper.

A.9.9 Course Title: WORKPLACE DISPUTE RESOLUTION

Course Code: LCWD 2510

NQF level: 5

Contact hours: 4 hours per week lectures – 28 Weeks = 112 contact hours

Credits: 32

Pre-requisite: LPMD 2412 – Conciliation & Mediation and LCNG 2411 – Negotiation and LPAR 2412 – Arbitration

Course Content:

The Course will cover *inter alia* the following areas: Content, grievances and disputes; An overview of the dispute system; The disputes and their processes; Definitions of dispute resolution processes; Dispute resolution institutions; Dispute resolution in the public service; Negotiation; Conciliation, Arbitration; Arbitration by the labour commissioner; Private arbitration; Preparation for arbitration; The law of evidence; The award; Enforcement of the award; Review and appeal against the award

Assessment Strategies: Continuous assessment (minimum of one test and one assignment) (40%) to the final mark. Examination: (60%) 1x3 hour paper.

A.9.10 Course Title: RESTORATIVE JUSTICE

Course Code: LJRJ 2512

NQF level: 5

Contact hours: 4 hours per week lectures – 14 Weeks = 56 contact hours

Credits: 16

Pre-requisite: LPMD 2412 – Conciliation & Mediation

Course Content: The Course will cover *inter alia* the following areas: Restorative Justice; An overview of restorative justice practices; Victim Voices (actual victim of crime); Understanding Victimization; Offender Voices; Community Voices; Restorative Justice Practices; Critical Issues in Restorative Justice; Practical Skills Training

Assessment Strategies: Continuous assessment (40%) to the final mark. Examination: (60%) 1x3 hour paper.

A.9.11 Course Title: LAND AND ENVIRONMENTAL DISPUTE RESOLUTION

Course Code: LJLE 2512

NQF level: 5

Contact hours: 4 hours per week lectures – 14 Weeks = 56 contact hours

Credits: 16

Pre-requisite: LPMD 2412 – Conciliation & Mediation

Course Content: The course will *inter alia* cover the following issues: Land Tenure Systems of Namibia; Sources of the Law of Property; Nature and Acquisition of Property Rights; Ownership; Rights of Use (Usufruct) and Servitudes;

Statutory Leasehold; Limitations on Ownership; Expropriation; Prescription; Land Reform / Land Reform in Namibia; Rights of others, owners' obligations, Common Law and statutory regulation; Concept and Scope of the Environment; Sources of Environmental Law; Principles of Municipal and International Environmental Law; Criminal Aspects of Environmental Law; Compliance and Dispute Settlement in environmental issues.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%); Examination: (60%) 1x3 hour paper.

A.9.12 Course Title: INTERNSHIP

Course Code: LJIN 2512

NQF level: 5
Contact hours: One month or 4 weeks internship at an approved industry or practice
Credits: 16
Pre-requisite: None

Course Content: The course prepares the student enrolled for the Diploma in Alternative Dispute Resolution for the required internship with an approved industry or practice. The internship will be one month of which two weeks will have to be done during the July holidays and the remainder period during the first two weeks of the second semester of the second year. A diary must be kept during the period and an assessment report must be submitted at the end of the internship.

Assessment Strategies: Internship Report with a minimum of 2000 but not exceeding 3000 words (excluding footnotes) in length contributes hundred per cent (100%) to the final mark. **Examination:** No additional examination is required.

NB: A One-month internship of which two weeks will have to be done during the July holidays and the remainder period during the first two weeks of the second semester of the second year. The internship is to be done at an approved industry or practice. A diary must be kept during the period and an assessment report must be submitted at the end of the internship

B. The Bachelor of Laws degree (LL B) (Honours)

The Bachelor of Laws degree (LL B) (Honours) is a professional law degree. This Programme is being Phased-out. No new intake for this programme since 2023.

B.1 ADMISSION

B.1.1 A student is eligible to register for the LL B (Honours) if he/she holds a School Leaving Certificate entitling him/her to degree studies i.e. Namibian Senior Secondary Certificate (NSSC) Ordinary or Higher Level or a recognized equivalent qualification. A student must obtain a minimum of 30 points in five subjects according to UNAM rating with at least a B symbol in English as a Second Language or higher.

OR

B.1.2 In order to qualify for admission into the School of Law, a student already admitted to a degree programme of the University of Namibia in a School other than the School of Law, should attain an overall average of 65%, at the end of the first year of study provided he/she did not fail any Course in that Faculty.

OR

B.1.3 Applicants seeking admission to the LL B (Honours) programme as mature students should be 25 years old on the first day of the academic year in which admission is sought; they should have a Grade 12 Certificate and should normally have proof of at least five years relevant work experience relating to the proposed study programme. In addition, the Candidates admitted through the mature age entry scheme should pass the mature age examination with an aggregate of at least 65% and the School specific paper with a minimum of 60%.

NB: Students are advised that the LL B (Honours) degree is the qualification for admission to the JTC for the purpose of pursuing the training programme stipulated under the Legal Practitioners Act, 15 of 1995 as one of the requirements to practice law in Namibia.

B.2 DURATION OF STUDY

B.2.1 A full time student must complete the qualification within a minimum study period of four (4) years and maximum study period of six (6) years.

B.2.2 The maximum study period through the mode of distance/online will be eight (8) years.

B.2.3 The said periods may only be exceeded with the authority of Senate.

B.3 CURRICULUM STRUCTURE

The curriculum for the full time LL B (Honours) degree is made up of the following components:

Year 1	Course Name	Code	Course Type	NQF Level	Contact Hours/Weeks	Credits
1	English for Academic Purposes	ULEA 3519	Semester 1	5	4/14	16
1	Law of Persons	LPPE 3501	Semester 1	5	4/14	16
1	Computer Literacy	UCLC 3509	Semester 2	5	2/14	8
1	Family Law	LPFA 3532	Semester 2	5	4/14	16
1	Contemporary Social Issues	UCSI 3580	Semester 1 &2	5	2/14	8
1	Introduction to Law	LJIL 3510	Semester 1 &2	5	4/28	32
1	Constitutional Law	LJCS 3510	Semester 1&2	5	4/28	32
TOTAL CREDITS FOR YEAR 1						128

YEAR 2						
2	Customary Law I	LJCU 3601	Semester 1	6	2/14	8
2	Labour Law	LCLA 3651	Semester 1	6	4/14	16
2	Criminal Law I	LJCR 3691	Semester 1	6	4/14	12
2	Legal Interpretation & Drafting	LJLD 3602	Semester 2	6	2/14	8

2	Customary Law II	JCU 3602	Semester 2	6	2/14	8
2	Criminal Law II	LJCR 3692	Semester 2	6	4/14	12
2	Law of Contract	LCCT 3630	Semester 1 & 2	6	4/28	32
2	Law of Property	LPPR 3690	Semester 1&2	6	4/28	24
2	Administrative Law	LJAD 3660	Semester 1&2	6	2/14	16
Total credits Year 2						136

YEAR 3						
3	Human Rights Law	LJHR 3761	Semester 1	7	2/14	8
3	Criminal Procedure	LPCP 3771	Semester 1	7	4/14	16
3	Civil Procedure	LPCI 3771	Semester 1	7	4/14	16
3	Law of Evidence	LPEV 3771	Semester 1	7	4/14	16
3	Research Methodology	LPRM 3762	Semester 2	7	2/14	8
3	Law of Associations	LCAS 3772	Semester 2	7	4/14	16
3	Commercial Law	LCCM 3772	Semester 2	7	4/14	16
3	Accountancy for Lawyers	LC AC 3720	Semester 1&2	7	2/28	16
3	Public International Law	LJPU 3740	Semester 1 & 2	7	2/28	16
3	Law of Delict	LPDE 3720	Semester 1 & 2	7	2/28	16
Total credits Year 3						144

YEAR 4						
4	Law of Succession	LPSU 3861	Semester 1	8	2/14	8
4	International Economic Law	LCIE 3871	Semester 1	8	4/14	16
4	Tax Law	LCTX 3862	Semester 2	8	2/14	8
4	Company Law	LCCO 3860	Semester 1 & 2	8	2/28	16
4	Jurisprudence	LJJU 3860	Semester 1 & 2	8	2/28	16
4	LL B Research Project	LJRP 3870	Semester 1 & 2	8	4/28	16
4	Legal Aid Clinic & Professional Ethics	LPLC 3870	Semester 1&2	8	2/28	16

ELECTIVES (Student must select courses equal to 32 credits)

The offering of Electives depends on availability of expertise and lecturers, as well as sustainable numbers. At least 10 students must be registered for an elective to be offered. The School will determine the electives on offer in 2024

4	Maritime Law	LCMA 3861	Semester 1	8	2/14	8
4	Comparative Law	LJCO 3861	Semester 1	8	2/14	8
4	Competition Law	LCCL 3861	Semester 1	8	2/14	8
4	Law of Intellectual Property	LPIP 3871	Semester 1	8	4/14	16
4	Environmental Law	LJEN 3861	Semester 1	8	2/14	8
4	Private International Law	LPPR 3870	Semester 1 & 2	8	2/28	16
4	Mining Law	LPML 3870	Semester 1&2	8	2/28	16
4	Law of Insolvency	LCIS 3842	Semester 2	8	2/14	8
4	Negotiable Instruments	LCNI 3842	Semester 2	8	2/14	8
4	Conveyancing & Notarial Practice	LPCN 3872	Semester 2	8	4/14	16
4	International Humanitarian Law	LJHL 3862	Semester 2	8	2/14	8
Total credits Year 4						128
TOTAL CREDITS FOR THE PROGRAMME						536

B.4 RESTRICTION ON COURSES – CO-REQUISITES AND PRE-REQUISITES

Co-requisites: A must have a continuous assessment mark of at least 40% (i.e. examination admission) in a Course to be allowed to continue with any Course for which the first one is a co-requisite.

Pre-requisites: Before a student can continue with a subsequent Course, the preceding relevant Course must be passed. A student will not be admitted to a specific Course if s/he does not meet the requirements for the particular Course.

FIRST YEAR:

Courses	Co-Requisites
LPFA 3532 Family Law	Law of Persons LPPE 3501

SECOND YEAR:

Courses	Co-Requisites
JCU 3602 Customary Law II LJCR 3672 Criminal Law II	Customary Law I - LJCU 3601 Criminal Law I - LJCR 3671

THIRD YEAR:

Courses	Pre-Requisites
LCCM 3772 Commercial Law	Law of Contract LCCT 3630

FOURTH YEAR:

Courses	Pre-Requisites
LPCN 3872 Conveyancing & Notarial Practice LPCN 3872 Negotiable Instruments LCIS 3842 Law of Insolvency LPIP 3871 Law of Intellectual Property LJHL 3862 International Humanitarian Law	Law of Property - LPPR3630 Law of Contract -LCCT3630 Law of Contract -LCCT3630 Law of Property -LPPR3630 Public International Law LJPU3740

B.5 EXAMINATION REGULATIONS

See **General Information and Regulations Prospectus** for Special Regulations.

B.6 ACADEMIC ADVANCEMENT RULES

A student is eligible to register for his/her subsequent year of study if he/she has,

- B.6.1 At the end of the first year, passed 88 credits (5½ courses) out of the 128 credits (7½ courses) for the first year, which should include at least three (3) of the following law courses:
- Introduction to Law
 - Law of Persons
 - Family Law
 - Constitutional Law
- B.6.2 At the end of the second year, passed 88 credits (5½ courses) out of the 136 credits (8 courses) prescribed for the second year.
- B.6.3 At the end of the third year, passed 96 (6 courses) out of the 144 credits (9 courses) provided that all first-year courses have been passed.

B.7 MINIMUM REQUIREMENTS FOR RE-ADMISSION INTO THE SCHOOL

A student will not be re-admitted into the School unless s/he passed at least:

- 48 credits (3 courses) by the end of the first year of registration
- 128 credits (8 courses) by the end of the second year of registration including all UNAM core courses
- 224 credits (14 courses) by the end of the third year of registration
- 336 credits (21 courses) by the end of the fourth year of registration

The above –mentioned implies that a student who does not complete the LL B (Honours) degree within the prescribed duration of study, has two years left to complete the remaining courses. A student may only register for a maximum of two times for the same year of study. This is subject to the duration of study for the full-time degree of LL B (Honours). The maximum duration of study for the full-time degree of LL B (Honours) is six (6) years. The maximum duration of study for the distance/PM/Online degree of LL B (Honours) is six (6) years.

B.8 AWARDING OF THE DEGREE OF LL B (HONOURS)

B.8.1 The programme consists of a combination of compulsory courses constituting 536 credits and a number of electives from which students are expected to obtain at least 16 credits. A student shall be awarded the degree of Bachelor of Laws (Honours) if he/she passed all prescribed courses which are equivalent to 536 credits.

B.9 LLB RESEARCH PROJECT REGULATIONS

All LLB students are required to write a research project in their final year. In order to expose students to various research techniques, lectures and/or seminar on research methods will be conducted during the first semester of the first year of the LLB programme. In writing the research project, the student should seek to provide clear analytical methodology and clearly articulated theoretical perspectives on the subject matter. The research project may not be wholly theoretical, but it should have a theoretical component in examining the problem area chosen.

B.9.2 Selection of topics

Subject to availability of supervisors, any area of law may be selected as a research topic.

B.9.3 Supervision

Each student will be allocated a supervisor by the LLB Research Project Coordinator depending on the lecturer's expertise. The Coordinator reserves the right, in appropriate circumstances, to re-allocate a supervisor to the student.

B.9.4 Stages of the research project

The writing of a research project is a yearlong process which requires self-discipline and organization. To Ensure that the highest quality work possible is produced, students are required to submit three preliminary documents during the course of the year indicating the progress they have made. Each student must produce each of the three documents by the dates specified in the prescribed form. Students should please note:

B.9.4.1 all documents from the general proposal, draft research project to the final research project are to be handed to the School Research Project Coordinator and each student must ensure that he/she signs against his/her name on the list provided by the School Research Project Coordinator. The documents shall then be distributed to the lecturers/supervisors concerned by the coordinator.

B.9.4.2 all documents shall contain:

- the title of the research project,
- the student's name,
- the student's number,
- the supervisor's name, and
- the date of submission.

B.9.4.3 the usual academic rules on citation of works consulted are to be fully complied with. Plagiarism – the passing off of the thoughts and ideas of others as one's own, whether deliberate or not, will be severely penalized.

B.9.5 Research project timetable

The following is the timetable for the completion of the various stages involved in the writing of the research Project:

B.9.5.1 General proposal

B.9.5.1.1 all lecturers shall be available to discuss possible research project topics with students during the first term. At the end of this period, students shall be required to submit a (typed) general proposal for a research project.

B.9.5.1.2 this should be about 500 words in length, and contain a general statement of the problem to be Researched as well as a brief description of likely research methods.

B.9.5.1.3 it is the duty of every student to arrange appointments with the allocated supervisor to discuss the proposed research topic prior to submission to the school. The supervisor shall ensure that the topic chosen is both viable and relevant to the academic and research concern of the school.

B.9.5.1.4 the coordinator shall, immediately after the submission of the general proposals, convene a meeting (research project committee) of all supervisors where each dissertation topic shall be reviewed and approved, amended or rejected. The Associate Dean shall be ex-officio member of the research project Committee. He/she may appoint any other School member to sit on the committee on his/her behalf.

B.9.5.1.5 where a proposed research area has already been covered in a previous dissertation, the student concerned shall not be allowed to undertake research in that area.

B.9.5.1.6 a final list of students, supervisors and topics chosen shall be published.

B.9.5.1.7 changes of topics or supervisors shall only be allowed before the date of submission of the detailed Proposal. Reasons shall be given by the student for the intended change in writing. The research projects Committee shall decide on the proposed change. No further change will be allowed after the date of Submission of the detailed proposal.

Date of Submission of General Proposal: 16 February 2024

B.9.5.2 Detailed proposal

B.9.5.2.1 the detailed proposal (typed) is a fuller statement of the research topic. It should be drawn up after Consultation with the supervisor. It should be about 1000 words in length, and contain a statement of the Topic of the research, research methods to be used and a list of the main scholarly works which will be Consulted.

B.9.5.2.2 it is the duty of every student to arrange appointments with the chosen supervisor to discuss the progress of the work and problems, as the case may be.

B.9.5.2.3 the detailed proposal shall be submitted to the school. The coordinator shall, immediately after the Submission of the detailed proposals, alert supervisors to review and approve or amend the student's detailed proposal.

Date of Submission of Detailed Proposal: 15 March 2024

B.9.5.3 Draft research project

B.9.5.3.1 the bulk of the research should be carried out from the first semester break throughout to the second semester. The draft of the research project shall, as far as possible, be a full-length presentation of all the arguments and points to be made in the final dissertation. The usual rules about footnotes, quotation marks and references, apply to the research draft.

B.9.5.3.2 it is the duty of every student to arrange appointments with the chosen supervisor to discuss the work done and problems, as the case may be. The draft research project shall be read and substantively commented on by the research supervisor.

B.9.5.3.3 the draft research project shall be submitted to the school in the prescribed format.

Date of Submission of the Draft Research Project: 19 August 2024

Feedback to Students on Draft Research Project by All Supervisors: 19 September 2024

B.9.5.4 Research project

B.9.5.4.1 the completed research project must:

- be of a minimum of 10,000 words but not exceeding 20,000 words in length,
- be properly footnoted,
- contain a full and properly referenced bibliography, and
- be in one-and-half or double-spaced typing,
- contain the properly filed form attached as schedule a.

B.9.5.4.2 the research project shall be submitted to the School in three copies plus an electronic copy on cd.

Date of Submission of Research Project: 18 October 2024

B.9.6 Marking

B.9.6.1 to ensure maximum consistency of marking across different supervisors, the following shall be considered:

- theoretical and methodological clarity,
- originality of arguments,
- quality and synthesis of research,
- quantity of research,
- orderly nature of presentation,
- footnotes, bibliography, language use, and
- overall quality.

B.9.6.2 the school shall submit one copy directly to the coordinator and two copies to the Examinations Department, which in turn will provide the supervisor and the external examiner of the respective subjects with a copy.

B.9.6.3 the research project shall be marked by an appointed staff member other than the supervisor. Examination rules of UNAM shall apply as the case may be.

B.9.7 Late submission, failure of submission, failure or pass mark

B.9.7.1 a student may not proceed to the next stage without submitting a document required at an early stage. For example, a student cannot proceed to the first draft without submitting a detailed proposal. Failure to submit the draft research project or the main research project shall mean the student will have failed the course.

B.9.7.2 The supervisor shall, at each stage, ensure that the students supervised by him/her submit documents on the required dates as prescribed.

B.9.7.3 if the late or non-submission is the result of illness or some other excusable cause, a student shall be required to substantiate it with medical or other satisfactory evidence.

B.9.7.4 A student who received a mark of 49% or less in his/her original research project shall be allowed to re-register for research project and to proceed as stipulated in these regulations and the University rules concerning failure of courses. A student who fails to obtain a pass mark in his/her research project shall not be allowed to proceed with the same research topic but has to submit a research project on a different research topic in accordance with the research project regulations applicable in the subsequent academic year.

Schedule A

The first page of the research project shall contain the following signed and dated declaration:

Student's Declaration

"I, the undersigned, hereby declare that the work contained in this research project for the purpose of obtaining my degree of LLB is my own original work and that I have not used any other sources than those listed in the bibliography and quoted in the references."

Signature:

Date:

Supervisor's certificate:

I, (name of supervisor) hereby certify that the research and writing of this research project was carried out under My supervision.

Supervisor's signature:

Date:

B.8 MODULE DESCRIPTORS

1st YEAR**UNAM CORE COURSES:**

B.8.1 Course Title: ENGLISH FOR ACADEMIC PURPOSES

Course Code: ULEA 3419
NQF level: 5
Contact hours: Four periods per week lectures – 14 weeks = 56 contact hours
Credits: 16
Pre-requisite: None

Module Content:

This module develops a student's understanding and competencies regarding academic conventions such as academic reading, writing, listening and oral presentation skills for academic purposes. Students are required to produce a referenced and researched essay written in formal academic style within the context of their university studies. Students are also required to do oral presentations based on their essays. The reading component of the course deals with academic level texts. This involves students in a detailed critical analysis of such texts. The main aim is therefore, to develop academic literacy in English.

Learning Outcomes:

Upon completion of this module, the students will be able to:

- Apply academic and formal writing conventions within the context of their studies
- Integrate advanced reading strategies in reading an academic context
- Employ oral and presentation skills in an academic context
- Employ academic listening techniques in an academic context

Assessment Strategies: Continuous Assessment (minimum two tests (reading and writing), one academic written essay and one oral presentation) will contribute sixty per cent (60%) to the final mark. Examination: (40%) 1x 3-hour paper.

B.8.2 Course Title: CONTEMPORARY SOCIAL ISSUES

Course code: CSI3580
NQF Level: 5
Contact Hours: Equivalent to 1 hour per week for 2 semesters (Online)
Credits: 8
Prerequisite: None (University Core Module)

Module Content:

The module, Contemporary Social Issues (CSI3580), is designed to encourage behavioural change among UNAM students and inculcate the primacy of moral reasoning in their social relations and their academic lives. In providing students with critical and analytical thinking the module enables students to grow and develop into well rounded citizens, capable of solving contemporary social challenges experienced in their communities and societies. The teaching of the module takes three dimensions: the intellectual, the professional and the personal dimensions. The intellectual dimension is fostered through engaging students with subject knowledge, independent learning and module assessment. The professional dimension, on the other hand, is fostered through exposing students to real life situations of case studies and practical exercises that draws attention to social issues that attract ongoing political, public and media attention and/or debate. Finally, the professional dimension is fostered through group work, online discussions and class participation.

B.8.3 Course Title: COMPUTER LITERACY

Course code: CLC 3509
NQF level: 5
Contact hours: Two hours per week lectures - 14 weeks = 28 contact hours
Credits: 8
Pre-requisite: None

Course content: Understanding computer systems and technology: The problem-solving approach. Structure and components of a modern computer - processor, memory, hard drives, disk drives, interfaces. The Windows

environment. Principles of information processing: word-processing, spreadsheets, presentations, databases. nature and use of software. Practical exercises: Use of MS Word, Excel, PowerPoint. Communication using email. Overview of Internet.

Assessment Strategies: Continuous assessment [minimum two practical tests (50%) and two theory tests (50%)] will contribute hundred percent (100%) to the final mark.

B.8.4 **Course Title: INTRODUCTION TO LAW**

Course code: JIL 3510
NQF level: 5
Notional hours: 320
Contact hours 4 lectures per week for 28 weeks= 112 contact hours
NQF Credits: 32
Pre-requisite: None

Course Content: The course will *inter alia* cover the following issues:

Critical examination of the nature, sources, institutions and techniques of the law; The relationship between law, society and development; Introduction to legal methods, techniques and reasoning especially the analysis of cases and the use of authorities; Structure of the law (i.e. divisions of the law into branches or classification) in general and of the law in Namibia in particular; The structure of the judicial system (Courts), the legal profession and the administration of justice; The sources of law in general and under the Namibian legal system The separation of governmental powers into the Executive, Legislative and Judicial; The doctrines of separation of powers and the rule of law; The supremacy of the constitution and the sovereignty of Parliament and their consequences, with particular reference to the Namibian legal system; The nature of administrative discretion and administrative justice, the principles of natural justice and judicial review of administrative discretion; Survey of the origins and historical development of the Law of Namibia from Roman Law; A brief sketch of Roman Constitutional and legal history; Justinian's Corpus Juris Civilis; The revival of the study of Roman Law and its transmission in Western Europe and the development of Civil Law Systems culminating in the Codes of the 18th and 19th Centuries; The various schools of jurists: the Glossators, Post Glossators, Humanists, Antiquarian School of Dutch Jurists, Natural Law School, Historical School, German Pandektists; The creation of Roman Dutch Law in Holland; The transmission of Roman Dutch Law to the Cape of Good Hope, Southern Africa and Namibia.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%) Examination: (60%) 1x3 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.5 **Course Title: LAW OF PERSONS**

Course code: PPE3501
NQF level: 5
Notional hours: 160
Contact hours: 4 lectures per week for 14 weeks= 56 contact hours
NQF Credits: 16
Pre-requisite: None

Course content: This Course, *inter alia*, covers the following issues in- depth:

The concept legal subject; The beginning and end of legal personality; The end of legal personality; **Status:** legal capacity, capacity to act, capacity to litigate, capacity to be held accountable for crimes and delicts.; **Domicile:** importance of domicile, kinds of domicile, persons who are not free to choose where to reside, Domicile Act not retrospective; **Extra-marital children:** Proof of paternity; presumption of paternity, rebuttal of proof of paternity. Classes of extra-marital children. The status of extra-marital children: parental power, maintenance, right to inherit, extra-marital birth and the Constitution. Legitimizing of extra-marital children; **Age:** Children's rights, the legal status of an infants, capacity of infants. The legal status of a minor, capacity of a minor, termination of minority, emancipation and marriage of a minor; **Mental illness:** definition of the mentally ill person, reception and detention and discharge of patients, care and administration of the property of mentally ill persons, civil and criminal liability of mentally ill persons.; **Inability to manage own affairs and intoxication:** Intoxication, prodigality, insolvency

Assessment Strategies: Continuous assessment (minimum of one test and one assignment) (40%) Examination: (60%) 1x 2 hour. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination.

The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.6 **Course Title: CONSTITUTIONAL LAW**

Course code: JCS 3510
NQF level: 5
Notional hours: 320
Contact hours: 4 lectures per week for 28 weeks= 112 contact hours
Credits: 32
Pre-requisite: None

Course Content: The course will *inter alia* cover the following issues:
Critical examination of the historical development and drafting of the Namibian Constitution;;The Preamble of the Constitution of Namibia; The Namibian Territory; General principles of Constitutional law: Application, interpretation, enforcement and limitations of fundamental Human Rights and Freedoms (Chapter 3);State of emergency; The President: functions, duties and power; Separation of powers; Elections ;Independence of the judiciary; Principles of state policy; State succession; International Law; Amendments of the Constitution

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%) Examination: (60%) 1x 3-hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.7 **Course Title: FAMILY LAW**

Course code: PFA 3532
NQF level: 5
Notional hours: 160

Contact hours: 4 lectures per week for 14 weeks= 56 contact hours
Credits: 16
Pre-requisite: Law of Persons (LPPE 3501)

Course content: The course will, *inter alia*, cover the following issues:
An introduction to historical background to the Family Law; Definitional narratives of the concept family; Engagement; The law related to the promise to marry or engagement; Civil marriages; Void, voidable and putative marriages; Invariable (personal) consequences of civil marriage; Variable (matrimonial) consequences of civil marriage; Dissolution of marriage (divorce and death); Customary marriages.

Assessment Strategies: Continuous assessment (minimum of one test and one assignment) (40%) Examination:(60%) 1x 3-hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

2ND YEAR

B.8.8 **Course Title: CUSTOMARY LAW I**

Course code: JCU 3601
NQF level: 6
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks = 28 contact hours
Credits: 8
Pre-requisite: None

Course Content:
The Course introduces the basic principles of African customary law as the law governing the day-to-day affairs of the majority in Namibia and gives, in particular, an overview of: The factual situation of traditional communities in Namibia; The history of the legal status of traditional communities and African customary law; The relevant legal provisions dealing with traditional authority; and the reality, functioning and status of African customary law.

Assessment Strategies: Continuous assessment (minimum of one test and one assignments) (40%) Examination; (60%) 1x2 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final

examination. The student must obtain at least 50% in the examination to pass, irrespective of the continuous assessment mark.

B.8.9 Course Title: CUSTOMARY LAW II

Course code: LJCJ 3602
NQF level: 6
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks = 28 contact hours
Credits: 8
Pre-requisite: Customary Law I (LJCJ 3601)

Course Content: The Course covers special areas of customary law, including the statutes that deal with these areas, such as: The customary family law; The customary succession and inheritance law; The customary land law, and the customary law governing other natural resources; The customary law relating to wrongs; and The law governing conflicts of law.; The possible models to accommodate traditional authority and African customary law in the overall political and governmental system; The theory and practice of the concept of legal pluralism; The need to develop African customary law and its developmental potential; and Human rights and African customary law. The Course also introduces research methods and basic approaches and techniques used in legal, social and cultural anthropology, ethics of research included. The Course teaches approaches to Qualitative methods, participant observation, interview techniques, questionnaire construction, oral and life histories;

- The history and ethnography of the area selected for fieldwork;
- Analysis and evaluation of data collected in the field; and
- The main elements to be observed in writing up a fieldwork report.

Assessment Strategies: Continuous assessment (minimum of one test as well as a fieldwork report (40%.) Examination (60%) 1x3 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.10 Course Title: LABOUR LAW

Course code: CLA 3651
NQF level: 6
Notional hours: 160
Contact hours: 4 lectures per week for 14 weeks= 56 contact hours
Credits: 16
Pre-requisite: None

Course Content: The Course will *inter alia* cover the following:

Sources of Namibian Labour Law; Definition employer and employee, dispute of rights and dispute interest, remuneration, normal working hours; Role of the Executive Branch agencies and players; ILO Convention 150 on Labour Administration; District Labour Courts and Labour Court jurisdiction and applicable principles; The Common Law Contract of Employment (i.e. the formation of the contract, implied terms, duties of the employee and duties of the employer); Statutory terms of the contract of employment (i.e. basic conditions of employment under the Labour Act, working hours , leave); Remedies for Breach of an Employment Contract; Termination of Contract of Employment; Termination of Contracts of Employment and Unfair Disciplinary Actions (Sec 4551 of the 1992 Labour Act), statutory benefits due upon termination; Trade Unions and Employer's Organisations (i.e. registration, rights and recognition of trade unions and employer's organizations); Collective Agreements; their registration and effect of registration; Dispute resolution between employers or registered employer' organizations and employees or registered trade unions; Establishment of conciliation boards, terms of reference of conciliation boards, meetings of conciliation boards, resolved disputes and unsolved disputes; Industrial Action: Strikes and Lockouts; Affirmative Action and complaints in relation to unfair discrimination or harassment .An examination of employment safety laws and related laws

Assessment Strategies: Continuous assessment (minimum of one test and one assignment) (40%); Examination; (60%) 1x3 hour paper. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.11 Course Title: LAW OF CONTRACT

Course code: CCT 3630

NQF level: 6
Notional hours: 320
Contact hours: 4 lectures per week for 28 weeks= 112 contact hours
Credits: 32
Pre-requisite: None

Course Content: The following topics will be covered in the course:

The scope, nature and sources of law of contract; the basis and essential of legal contracts; Formation of a valid contract; *Pacta de contrahendo*; Contractual capacity; Formalities for a valid contract: formalities as set by the parties to a contract; formalities *required* by the law; alienation of land; Content and operation of contracts; Factors vitiating the validity of contracts; Contractual obligations; Variation and discharge of contracts; The general principles applicable to the breach of contracts. Remedies for breach of contracts; The distinction between contractual and delictual damages.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%) Examination: (60%) 1x3 hour paper. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.12 **Course Title** **LAW OF PROPERTY**

Course code: PPR 3690
NQF level: 6
Notional hours: 240
Contact hours: 3 lectures per week for 28 weeks= 84 contact hours
Credits: 32
Pre-requisite: None

Course Content: The course will *inter alia* cover the following issues:

Land Tenure Systems of Namibia; Sources of the Law of Property; Property as legal objects; Property Rights; Real and Personal Rights; Things; Ownership; Servitudes; Pledge; Mortgage; Right of *Trekpath*; Right of *Outspan*; Lease of Land; Statutory Leasehold; Mineral Rights; Sectional Title Unit Real Rights; Property Time Sharing; Possession; Limitations on Ownership; Acquisition / Transfer / Loss / Protection of Ownership; Expropriation; Prescription; Land Reform / Land Reform In Namibia; Rights of others, owners' obligations, Common Law and statutory regulations, co-ownership or joint ownership; Lease and Mineral Rights.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%) Examination: (60%) 1x3 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.13 **Course Title:** **ADMINISTRATIVE LAW**

Course code: JAD3660
NQF level: 6
Notional hours: 160
Contact hours: 2 lectures per week for 28 weeks= 28 contact hours
Credits: 32
Pre-requisite: None

Course Content: The Course will, *inter alia*, cover the following topics:

The nature, scope and purpose of administrative law ; Theoretical underpinnings of administrative law i.e. rule of law, constitutional supremacy, the principle of legality, values of constitutional democracy, and the need for an open, accountable and transparent state administration: Sources of administrative law; The administrative law relationship; The Legal Subjects of the administrative law relationship; Administrative action; Administrative Agreements; The content/requirements of administrative justice (lawfulness, reasonableness and procedural fairness); Legitimate Expectations; Control of administrative action ; State liability for invalid administrative action ; The Ombudsperson and administrative justice; Access to information and administrative justice; Administrative Tribunals

Assessment Strategies:

Continuous assessment for the course will be done as follows: One individual research paper (of not more than ten pages) [40%]. One (1) Seminar/group assignment (30%). One (1) test (20%) and Participation in class (10%). Examination: (60%) 1x3 hour paper. The paper will comprise of both problem and essay type questions. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.14 Course Title: CRIMINAL LAW I

Course code: JCR 3692
NQF level: 6
Notional hours: 120
Contact hours: 3 lectures per week for 14 weeks= 42 contact hours
Credits: 12
Pre-requisite: None

Course Content: The course will, *inter alia*, cover the following topics:
The sources of criminal law; General objectives and values of criminal law; General principles of criminal liability: *Actus reus*, *mens rea*, special factors that bear on *mens rea* or capacity; General defences: Consent, necessity, compulsion, obedience to orders, private defence, impossibility, *de minimis*, mistake of fact, mistake of law and criminal capacity; Forms of Participation: *Socius criminis*, common purpose and accessory after the fact; The impact of independence and the Namibian Constitution on criminal law. Inchoate crime: Incitement, conspiracy and attempt.

Assessment Strategies: Continuous assessment (minimum of one test and one assignment) (40%) Examination: (60%) 1x3 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.15 Course Title: CRIMINAL LAW II

Course code: JCR 3692
NQF level: 6
Notional hours: 120
Contact hours: 3 lectures per week for 14 weeks= 42 contact hours
Credits: 12
Pre-requisite: Criminal Law I (LJCR 3771)

Course Content: The course will, *inter alia*, cover the following topics:
Crimes against the person: murder, culpable homicide and assault; Crimes against property: theft, robbery, extortion and housebreaking; Crimes against the state and community: treason (and cognate crimes), public violence, perjury, contempt of court. *Crimen injuria* and rape, fraud, arson and malicious damage to property, defeating or obstructing the Course of justice and compounding; Punishment of Crime; Post independence developments: Combating of Rape Act; Prohibition of Racial Discrimination Act; The Stock Theft Act;

Assessment Strategies: Continuous assessment (minimum of one test and one assignment) (40%) Examination: (60%) 1x3 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.16 Course Title LEGAL INTERPRETATION AND DRAFTING

Course code: JLD 3602
NQF level: 6
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks= 28 contact hours
Credits: 8
Pre-requisite: None

Course Content: The Course will cover the following areas:
Communicating in legal language; Legal Research & Drafting; Principles of Drafting; The Structure of a Bill; Drafting in plain English; Drafting Miscellaneous Provisions Theories of statutory interpretation; Internal and external aids to statutory interpretation; How legislation is interpreted? Presumptions of interpretation; Constitutional interpretation & statutory interpretation; Peremptory and Directory Provisions: Guidelines

Assessment Opportunities: Continuous Assessment: Continuous Assessment (a minimum of one test and one assignment) (40%) Examination: 60%) 1x2 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

3RD YEAR

B.8.17 Course Title: HUMAN RIGHTS LAW

Course code: JHR 3761
NQF level: 7
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks= 28 contact hours
Credits: 8
Pre-requisite: None

Course Content: The course will, *inter alia*, cover the following topics:
History of Human Rights: Early developments; Important concepts such as universalism, relativism, indivisibility, interdependence of human rights; obligations; rights and freedoms; The International Bill of Rights; The African Charter on Human and Peoples' Rights as a regional human rights instrument; The operational provisions of the Namibian Bill of Rights; Civil and political rights i.e. the right to human dignity, the right to equality, and the right to non-discrimination; The rights of marginalised groups i.e. women, people with disabilities; and indigenous people; Socio-economic rights i.e. the right to adequate housing, the right to water and the right to social security; "Programmatic Rights" – such as the right to access to information and the „right“ to participate in public policy-making.

Assessment Strategies: Assessment will be done by way of writing and presentation of an individual paper (of not more than ten pages), a class test and general class participation, the weight of which shall be 60%, 30% and 10% towards the CA mark respectively. The CA mark will contribute 40% of the final mark. At the end of the semester student will write a two-hour paper. Examination: (60%) 1x3 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.18 Course Title: CRIMINAL PROCEDURE

Course code: PCP 3771
NQF level: 7
Notional hours: 160
Contact hours: 4 lectures per week for 14 weeks= 56 contact hours
Credits: 16
Pre-requisite: None

Course Content: The course deals with all the aspects of the pre-trial process in a criminal arrest. The process is covered by sections 1 -119 in the Criminal Procedure Act 51 of 1977. Some aspects of the yet to be enacted Act 25 of 2004; The adversarial process; The Namibian Courts; The Office of the Prosecutor-General; The rights of an accused; Arrest, searches, roadblocks; Warrants, warnings to appear, summons to appear; Detention before appearance in a court; The first appearance; Bail applications; Release on bail, warning or in custody of someone (juveniles); The Plea. The pre-trial; The plea; Procedural rules pertaining to evidence; Section 174 applications.; Sentencing; Remedies of aggrieved accused.

Assessment Strategies: Continuous assessment (minimum of one test and one assignment) will contribute twenty per cent (20%) to the final mark. Preparation of Heads of Arguments and arguing in a moot court) will contribute twenty per cent (20%) to the final mark. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. Examination: The Course will be examined with a 1x3 hour paper at the end of the second semester. The examination mark will contribute sixty per cent (60%) to the final mark. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.19 Course Title: CIVIL PROCEDURE

Course code: PCP 3771
NQF level: 7
Notional hours: 160
Contact hours: 4 lectures per week for 14 weeks= 56 contact hours
Credits: 16
Pre-requisite: None

Course Content: The course deals with civil procedure in High Court and Lower Courts. It develops the student's competencies in the following areas: The procedural stages of the law of civil procedure; Specific components of the stages of the law.

Assessment Strategies: The Continuous assessment (minimum one tests, one assignment & one moot court session) (40%) Examination; (60%) 1x3 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.20 Course Title: ACCOUNTANCY FOR LAWYERS

Course code: CAC 3720
NQF level: 7
Notional hours: 160
Contact hours: 2 lectures per week for 28 weeks= 28 contact hours
Credits: 16
Pre-requisite: None

Course Content: The Course will cover *inter alia*:

The nature and function of Accounting in general and relating to legal practitioners including basic Accounting terms and concepts; The Accounting Cycle; Accounting Equation (formula and application); The Relevant Accounting principles and procedures in terms of the Legal Practitioners Act 15 of 1995 and the Namibian Law Society (including the Fidelity Fund); Business monies/accounts *versus* trust monies/accounts; Preparation of elementary financial statements (including Trial Balance); The double entry system and ledger accounts; Books of first/prime entry (recording of basic business transactions); Cash controls and business/trust bank reconciliation procedures; Control accounts; Trust investments; Correspondent accounts; Partnership account; Companies (accounting requirements and basic financial statements).

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%) Examination: (60%) 1x3 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.21 Course Title: PUBLIC INTERNATIONAL LAW

Course code: JPU 3740
NQF level: 7
Notional hours: 160
Contact hours: 2 lectures per week for 28 weeks= 56 contact hours
Credits: 16
Pre-requisite: None

Course Content: The Course will cover *inter alia* the following areas:

The Nature, Scope, Evolution and History of Public International Law; The Difference between International Law & Municipal Law; Sources of International Law ; The place of International Law in Namibian Domestic Law ; Personality & Recognition of states under International Law ; Territory (Intertemporal law ; The Concept of Sovereignty and Territory & article 2 (7) of the UN Charter; Jurisdictional Sovereignty ; State jurisdiction& Persons Apprehended in violation of international law; Jurisdiction by ad hoc International criminal tribunals and The International Criminal Court; Extradition under International Law; the Namibian extradition law; Immunity from Jurisdiction ; State Responsibility in International Law ; International Human Rights Law ; International Refugee Law ; International Humanitarian Law ; The law of Treaties ; The Use of Force by States, Collective Security and ; The Use of Force by and against non-State Actors (The war against Terrorism – the case-study of Afghanistan); International Adjudication. For International Environmental Law, International Economic Law, see other Courses offered by the School.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%) to the final mark. Examination: (60%) 1x3 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.22 Course Title: LAW OF DELICT

Course code: LPDE 3720
NQF level: 7
Notional hours: 160
Contact hours: 2 lectures per week for 28 weeks= 56 contact hours

Credits: 16
Pre-requisite: None

Course Content: The Course will pay particular attention to:
General principles; The nature and basis of delictual liability – the Aquilian action and the action injuria; Elements of liability in the Aquilian action – wrongfulness, fault, causation, patrimonial loss; Defences to aquilian liability – contributory negligence; Specific delicts; Nuisance; Trespass; Defamation – elements of liability; defences to defamation actions.

Assessment Strategies: Continuous Assessment (minimum of two tests and two assignments) (40%). Examination: (60%) 1x 3-hour paper. The student must obtain a sub-minimum mark of 40% in the examination and at least 50 % as a final mark to pass, irrespective of the continuous assessment mark.

B.8.23 **Course Title: LAW OF EVIDENCE**

Course code: PEV 3771
NQF level: 7
Notional hours: 160
Contact hours: 2 lectures per week for 28 weeks= 56 contact hours
Credits: 16
Pre-requisite: None

Course Content: During the course of the Course, the following areas will be covered:
The historical development, the nature, the scope, and the sources of the Law of Evidence; The distinction between the two systems of Evidence, i.e. Inquisitorial and Adversarial systems and their scope of application; The Process and Standards of Proof both in criminal and civil proceedings, the Quantum and Cogency of proof in criminal and civil proceedings, the burden of proof, the shifting of proof; Evidence *allundeor* corroboration and other cautionary rules; Various presumptions: irrebutable presumptions of law, rebuttable presumptions of law, and presumptions of facts; Relevance and admissibility of evidence; weight and value of evidence; facts in issue; Exclusionary rules: The machinery of proof and witnesses *Viva voce* evidence and the exceptions thereto; Real and Documentary Evidence Facts of which evidence is unnecessary Judicial notice and formal admissions

Assessment Strategies: Continuous Assessment (at least two tests and two assignments) (40%). A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. Examination: (60%) 1x3 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.24 **Course Title: RESEARCH METHODOLOGY**

Course code: PRM 3762
NQF level: 7
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks= 28 contact hours
Credits: 8
Pre-requisite: None

Course Content: Some topics to be covered in this Course include:
Why do Research? Coping with writing anxiety and overcoming writer's block; The Process of writing; How do I start? Selecting a topic for research; Thesis (question/premise); Title of Paper; Organizing and Planning research; How to do Research? Plagiarism; First Draft; Tones and Styles; Body of Paper; Footnotes and Bibliography; Presentation; Revision and Proofreading.

Assessment Strategies:
Continuous assessment (minimum of one test and one assignment) (40%) Examination: (60%) 1x 3-hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.25 **Course Title: LAW OF ASSOCIATIONS**

Course code: CAS 3772
NQF level: 7

Notional hours: 160
Contact hours: 4 lectures per week for 14 weeks= 56 contact hours
Credits: 16
Pre-requisite: None

Course Content: The Course will *inter alia* cover the following issues:
The sole trader; The law of partnerships; The law of trusts; The law of close corporations; An introduction to company law.

Assessment Strategies: Continuous assessment (minimum of one test and one assignment) (40%). Examination: (60%) 1x 3-hour paper. The student must obtain at least 40 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.26 **Course Title: COMMERCIAL LAW**

Course code: LCCM 3772
NQF level: 7
Notional hours: 160
Contact hours: 4 lectures per week for 14 weeks= 56 contact hours
Credits: 16
Pre-requisite: Law of Contract (LCCT 3630)

Course Content: The Course will *inter alia* cover the following issues:
The law of Sale; The law of Landlord & Tenant and Insurance Law.

Assessment Strategies: Continuous assessment (minimum of one test and one assignment) (40%) Examination: (60%) 1x 3 hour. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

4TH YEAR

B.8.27 **Course Title: LAW OF SUCCESSION**

Course code: PSU 3861
NQF level: 8
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks= 28 contact hours
Credits: 8
Pre-requisite: None

Course Content: The course will *inter alia* cover the following issues:
The Nature, scope, and historical background of the Law of Succession; Definitional and conceptual narratives: deceased estate, executor, intestate and testate succession, legacy, heir, collation, legal dominium, executors testamentary & dative, administrators, etc.; Intestate succession; partial & total intestacy, the origin of intestate succession, the general principles re intestacy; Order of Succession on Intestacy in our jurisdiction; Presumption regarding sequence of death. Testamentary Succession (General principles applicable to Wills), see the Wills Act, Substitutes for Wills (*Donationes inter vivos*) and formalities therefore; Nominations; The relationship between customary law succession and Roman-Dutch Law derived succession.

Assessment Strategies: Continuous assessment (minimum one test and one assignment) (40%). Examination (60%) 1x 3-hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.28 **Course Title: INTERNATIONAL ECONOMIC LAW**

Course code: CIE 3861
NQF level: 8
Notional hours: 160
Contact hours: 4 lectures per week for 14 weeks= 56 contact hours
Credits: 16

Pre-requisite: None

Course Content: The Course provides a basic understanding of the role which law plays in the international economic system emphasizing practical application and theory of international economic law and covering *inter alia* the following issues: Introduction to International Law and its relationship to international economic law; The sources of international economic law; The various international economic institutions; Regional Economic Organizations; The GATT/ WTO regulatory framework Responsibilities of states for the treatment of aliens and foreign businesses; Foreign Investment law and the settlement of investment disputes; International Sale and transportation of goods across national boundaries; Financing, and Credits.

Assessment Strategies: Continuous assessment (minimum of one test and one assignment) (40%) Examination : (60%) 1x 3-hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.29 **Course Title: COMPANY LAW**

Course code: CCO 3860
NQF level: 8
Notional hours: 160
Contact hours: 2 lectures per week for 28 weeks= 56 contact hours
Credits: 16
Pre-requisite: None

Course Content: The Course will *inter alia* cover the following issues:
Legal personality; Piercing the corporate veil; Pre-incorporation contracts; The rights and duties of directors; The *ultra vires* doctrine and its evolution; The doctrine of constructive notice; The Turquand Rule; Share capital and capital maintenance; Members of the company and their rights; Majority rule and Minority protection; A comparison of the new Companies Act of South Africa and the Companies Act 28 of 2004 of Namibia; The winding-up of companies.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%). Examination : (60%) 1x3 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.30 **Course Title: JURISPRUDENCE**

Course code: JJU 3860
NQF level: 8
Notional hours: 160
Contact hours: 2 lectures per week for 28 weeks= 56 contact hours
Credits: 16
Pre-requisite: None

Course Content

Begin with the concepts known to students such as natural law, positivism, etc.; Develop a teaching design that will help the students to see how law is influenced by the philosophical streams of the time; Use the southern African context to explain how a specific philosophy of law can be used as a liberating or oppressive tool in the hands of the state and submissive courts; Interact with philosophers where possible to assist the students in understanding the broader context; Design opportunities for students to make oral presentations with time for questions on different philosophical approaches. Topics to be dealt with: Natural Law Theories; Legal Positivism: Positivism and the apartheid system; A new defense of positivism (Roux, Cockrell, Fagan); Dworkinian Liberalism; Marxist jurisprudence; Legal Realism; Critical Legal Studies; Critical Race Theory; Post-Modernist Theory (including Deconstruction); Feminist jurisprudence; Political theory and jurisprudence: Davis and Woolman's approach to constitutional interpretation; Ackermann's revolutionary constitutionalism; Transformative Jurisprudence; African customary jurisprudence.

Assessment Strategies:

The continuous assessment mark made up by the above-mentioned three components will contribute 40% of the final mark. A student needs a continuous assessment mark of 40% to write examination. The final examination will consist of problem-solving questions testing the ability of students to think critically, to identify ideological and philosophical models when legal arguments are made and judgments given. The examination mark contributes 60% to the final mark. The pass mark for the subject is 50%. The final examination may be an open book examination.

B.8.31 Course Title: LL B RESEARCH PROJECT

Course code: JRP 3870
NQF level: 8
Notional hours: 160
Contact hours: 4 lectures per week for 28 weeks= 112 contact hours
Credits: 16
Pre-requisite: None

Course Content: The Course content includes lectures in research methodology and writing skills, as well as the writing of a research project under the supervision of a staff member. The only examinable exercise is the final paper.

Assessment Strategies

The programme begins with a presentation of a short thesis proposal and a suggestion of a supervisor. The coordinator, in co-operation with the teaching staff of the School approves the supervisors of the individual students; The supervisors approve or refers short proposals back. This exercise is aimed at getting clarity on the field of research and the legal problem only; The student presents an extended proposal by March, followed by a first draft of the thesis by the end of August. The final paper must be handed in for grading by the middle of October.

B.8.32 Course Title: LEGAL AID CLINIC AND PROFESSIONAL ETHICS

Course code: PLC 3870
NQF level: 8
Notional hours: 160
Contact hours: 2 lectures per week for 28 weeks= 56 contact hours
Credits: 16
Pre-requisite: None

Course Content: This Course has been arranged as follows:

Introduction to Legal Aid Clinic Practice: Office & File management, client intake, first consultations, diary & computer use, office and firm management practice; Civil trials: Selected topics, including a complete simulation; Trials skills: Interviews, consultation for trials, statement taking theory of the case; Opening statement, evidence-in-chief, cross-examination, re-examination, closing argument, judgment, execution, and appeals & reviews; Motion Court: Selective topics, including provisional sentence, sequestration, applications, Rule 43 and Edictal citation; Legal Writing: Drafting letters, legal opinions, affidavits, heads of argument and pleadings; Legal Research, critical reasoning and alternative dispute resolution (ADR); Introduction to civil court procedure; Introductory study of criminal court practice and labour court; Professional ethics. Direct teaching of basic skills on: office, file and firm management, Direct teaching of principles of: consultations, professional conduct towards clients', ethics and conduct (including dress code), Direct teaching of salient rules of evidence, basic rules of civil practice, oral and trial advocacy principles. Facilitate weekly compulsory supervision sessions: the students are divided into groups called "firms" that are supervised by qualified legal practitioners (also lecturers in the faculty). During these sessions, students attend to their individual client files, discuss options, causes of actions, work done, research etc. The supervising legal practitioner is professionally liable for the file and therefore letters, pleadings and advice are strictly supervised to ensure quality and correctness. Facilitate weekly additional supervision sessions: the students are expected to attend to their files outside of the compulsory supervision periods to ensure client matters are attended regularly and it increases their work ethic and culture, as they are assessed on how diligently and timeously they attend to their files. The compulsory hours are wholly inadequate to complete tasks. These are real clients with real problems and their lives don't stop because the student is not able to attend to their file hence the need for supplementary hours at the Legal Aid Clinic. Facilitate bi-monthly client consultation session for each firm at the Katutura office. All consultations with clients are conducted under the supervision of the supervising legal practitioner. Consultations with client can be held regularly depending on the activity on the file and the need to receive further instructions from client. Annual training workshop organized in August on oral and trial advocacy skills including negotiation techniques. This workshop is held in collaboration with our external partners (i.e. DLA piper etc.)

Assessment strategies: The continuous assessment will contribute 100% to the final mark and is made up as follows: Class preparation and participation (15%), Clinic participation (60%), Group/Firm presentation and writing assignment (15%), Training workshop (10%). The pass mark for the course is 50% and the student must obtain a minimum of 20% in the clinic participation in order to pass the course.

B.8.33 Course Title: TAX LAW

Course code: CTX 3862
NQF level: 8
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks= 28 contact hours
Credits: 8
Pre-requisite: None

Course Content: The Course will *inter alia* cover the following issues:

The basis of taxation; The tax formula; The basic principles of taxation; Income tax; Capital Gains Tax; Taxation of companies and close corporations; Taxation of individuals and partnerships; The process of taxation; Value Added Tax.

Assessment Strategies: Continuous assessment (minimum of one test and one assignment) will contribute forty percent (40%) to the final mark. Examination: The Course will be examined with a two-hour paper at the end of the second semester. The examination mark will contribute sixty per cent (60%) to the final mark. 1x 3-hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

4th YEAR LL B (ELECTIVES)

NOTE: Students must select courses equal to 32 credits. The offering of Electives depends on availability of expertise and lecturers, as well as sustainable numbers. At least 10 students must be registered for an elective to be offered.

B.8.34 Course Title: MARITIME LAW

Course code: CMA 3861
NQF level: 8
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks= 28 contact hours
Credits: 8
Pre-requisite: None

Course Content: The Course will *inter alia* cover the following issues:

Nature, origins and sources of admiralty jurisdiction in Namibia; The place of maritime law in Namibia
Maritime claims and enforcement thereof; Nature, types and elements of maritime liens; The contract of affreightment; General principles of salvage law, its elements and the salvor's misconduct with reference to the International Convention on Salvage of 1989 and the Wreck and Salvage Act, 5 of 2004.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%). Examination: (60%) 1x 3-hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.35 Course Title: ENVIRONMENTAL LAW

Course code: JEN 3861
NQF level: 8
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks= 28 contact hours
Credits: 8
Pre-requisite: None

Course Content: areas to be covered in the course include:

Concept and Scope of Environmental Law; Foundations and Functions of Environmental Law; Sources of International and National Environmental Law; International Institutions; Foundations, Sources and Implications of National Environmental Law; Practical Implications of Environmental Management in Namibia; Sectoral Aspects of Environmental Law in Namibia; Human Rights and the Environment; Customary Law and the Environment; Trade, environment and Sustainable Development; Environmental Justice: Advocacy, Litigation and Mediation; Climate Change

Assessment Opportunities: Continuous assessment (minimum of one test, one assignment and an oral presentation 40%). Examination : (60%) 1x 2-hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.36 Course Title: PRIVATE INTERNATIONAL LAW

Course code: PPR 3740
NQF level: 7
Notional hours: 160
Contact hours: 2 lectures per week for 28 weeks= 56 contact hours

Pre-requisite: None

Course content: This course will *inter alia* cover the following:

An introduction to the classification of private international law within the legal system, the choice of law methodology and substance and procedure; Family Law in terms of the validity of a marriage, the legal consequences of a marriage – propriety and personal consequences, the status of legitimacy and the recognition and enforcement of foreign maintenance orders and divorce orders; Law of Succession - Administration and succession distinguished the general doctrine applicable to succession on death in the conflict of laws, interstate succession (ab intestate), testate succession and the revocation of wills; Law of Obligations: Proof of foreign law.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%. Examination:(60%) 1x 3-hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.37 Course Title: COMPARATIVE LAW

Course code: JCO 3861
NQF level: 8
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks= 28 contact hours
NQF Credits: 8
Pre-requisite: None

Course Content: The course will introduce Comparative Law, its nature, purpose and contemporary significance. It will *inter alia* cover the following issues: The Classification of Legal Systems; Comparative Law Techniques; Comparative Judicial Styles; The Civil Law System; The Common Law System; Socialist Law; Religious Legal Systems; Legal Systems in Africa; Namibia – a legal hybrid; Unification of legal systems – a new world order?

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%) to the final mark. Examination: (60%) 1x 2-hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.38 Course Title: COMPETITION LAW

Course code: CCL 3861
NQF level: 8
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks= 28 contact hours
NQF Credits: 8
Pre-requisite: None

Course Content: Some of the topics to be covered in this Course include Historical and Comparative Competition Law; Development of competition Law in Namibia; Purpose, Interpretation and Jurisdiction; Restrictive horizontal practices; Restrictive vertical practices; Abuse of dominance; Mergers: Introduction and Definition; Mergers: notification and Procedure; Mergers: Substantive Issues; Institutions and Procedural Aspects in Competition Law; Namibian Legislation

Assessment Opportunities: Continuous assessment (minimum of two tests and two assignments) (40%) to the final mark. Examination :(60%) 1x 2hour paper. The student must obtain a sub-minimum mark of 40% in the examination and at least 50 % as a final mark to pass, irrespective of the continuous assessment mark.

B.8.39 **Course Title: LAW OF INTELLECTUAL PROPERTY**

Course code: PIP 3871
NQF level: 8
Notional hours: 160
Contact hours: 4 lectures per week for 14 weeks= 56 contact hours
NQF Credits: 16

Pre-requisite: None

Course Content: The course content will cover the following areas:

Meaning of intellectual property and its development; Categories of intellectual property; Copyright; Trademarks and names; Registered marks; Patents; Validity; Property rights and exploitation; Confidential information and privacy; The international patent system and technology transfer; Intellectual Property Rights and the International Transfer System; Economic Development and Reform of the Patent System

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%) to the final mark. Examination: (60%) 1x 3-hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.10.40 **Course Title: MINING LAW**

Course code: PML 3870
NQF level: 8
Notional hours: 160
Contact hours: 2 lectures per week for 28 weeks= 56 contact hours
NQF Credits: 16
Pre-requisite: None

Course Content: The Course provides a basic understanding of the key legislation governing the development of minerals and petroleum resources of Namibia. They include: The minerals (prospecting and mining) Act, no 33 of 1992 as amended; The minerals policy of Namibia; The Petroleum (Exploration and production) Act, 1991 as amended; The petroleum (Exploration and production Act, Regulations No 190, Windhoek-23 September, 1999; The model petroleum Agreement, 1998; The draft Petroleum Taxation Act, 2001.

Assessment Strategies: Continuous assessment (minimum of one test and one assignment) (40%) Examination: (60%) 1x3 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.41 **Course Title: NEGOTIABLE INSTRUMENTS**

Course code: CNI 3842
NQF level: 8
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks= 56 contact hours
NQF Credits: 8
Pre-requisite: Law of Contract (LCCT 3610)

Course Content: The primary objective of the Course is to introduce the students to the study of Negotiable Instruments and to this end a detailed study of the Bills of Exchange Act is of utmost importance. The Course has been organized as follows: Characteristics of Negotiability; Functions of Negotiable Instruments; Types of Negotiable Instruments; Parties; Form; Essential Elements; The Cambial Obligation; Signature; Value; Holder; Inchoate Instruments; Liabilities of Parties; Duties of the Holder; Cheques; Discharge of Negotiable Instruments

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%). Examination: (60%) 1x2 hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.42 Course Title: LAW OF INSOLVENCY

Course code: CIS 3842
NQF level: 8
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks= 56 contact hours
NQF Credits: 8
Pre-requisite: None

Course Content: The Course will *inter alia* cover the following issues:
Voluntary Surrender; Compulsory Sequestration; Effects of Sequestration; The position of the solvent spouse; Compromises; Realization and Distributions. Rehabilitation; Offences; Winding up of Companies and closes corporation.

Assessment Strategies: Continuous assessments (minimum of two tests and two assignments) (40%). Examination: (60%) 1x3 hour paper. The student must obtain at least 40% in the examination to pass, irrespective of the continuous assessment mark.

B.8.43 Course Title: INTERNATIONAL HUMANITARIAN LAW

Course code: JHL 3862
NQF level: 8
Notional hours: 80
Contact hours: 2 lectures per week for 14 weeks
NQF Credits: 8
Pre-requisite: Public International Law (LJPU 3740)

Course content:

The nature, scope and sources of International humanitarian Law; Military necessity versus humanitarian consideration (humanism) as bases of IHL; The distinction between *jus ad bellum* & *jus in bello*; Compare and contrast human rights law and IHL; International armed conflicts versus conflicts of non-international character; Self-determination and national liberation movements; The Legality of war: the UN Charter System, the Nuremberg Tribunal and Principles, the International Court of Justice Jurisprudence; The Laws & Customs of war (the Hague law: 1899 - 1907); The Geneva Conventions, 1949 and the 1977 two Additional Protocols to the Geneva Conventions; Treatment of prisoners of war (PoW) and protection of civilians during the hostilities, the wounded, sick and shipwrecked; The principles of distinction and proportionality in IHL; Lawful competency and unlawful combatancy; The concepts of legitimate military targets and civilian objects; Prohibited weaponry; Rights and Duties of the Occupying Power; the Rights and Duties of neutrals; War crimes and grave breaches against international humanitarian law; Common article 3 to the Geneva Conventions, 1949;The doctrine of superior (command) responsibility and the defence of superior orders; Various available valid defences to the allegations of breaches of IHL The *ad hoc* international criminal tribunals and the International Criminal Court as enforcement mechanisms of IHL.

Assessment Strategies: Continuous assessment (minimum of two tests and two assignments) (40%). Examination : (60%) 1x 3-hour paper. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

B.8.44 Course Title: CONVEYANCING AND NOTARIAL PRACTICE

Course code: PCN 3872
NQF level: 8
Notional hours: 160
Contact hours: 4 lectures per week for 14 weeks= 112 contact hours
NQF Credits: 16
Pre-requisite: Law of Property (LPPR 3630)

Course Content: The course will *inter alia* cover the following areas:

General rules relating to preparation of deeds and documents; Deed of transfer; Power of attorney; Certificate of registered title; Certificate of consolidated title; Bonds; Servitudes; Sectional titles; Origin and development of the notarial office; Admission, suspension and removal of notaries; Drafting of documents; Authentication of documents; Commissioner of oaths; Ante nuptial contracts; Donations; Trusts; Notarial bonds; Contracts relating to prospecting

and mining leases; Powers of attorney; Wills; Bills of exchange and promissory notes; Maritime bonds and ships protests; Stamp duty.

Assessment Strategies: Continuous Assessment (minimum one test and one assignment) (40%). Examination (60%) 1x 3-hour paper to the final mark. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. The student must obtain at least 50 % in the examination to pass, irrespective of the continuous assessment mark.

C. The Bachelor of Laws Honours degree (LL B) (64BLWS)

The Bachelor of Laws degree (LL B) (Honours) is a professional law degree.

C.1 Admission requirements

1. A candidate may be admitted to this programme if he/she holds a School Leaving Certificate with a total of at least 35 points on the UNAM scale obtained in five different subjects as follows:

- (a) 3 subjects on NSSCAS level with an average of d or higher;
- (b) 2 subjects on NSSCO level with a D or higher; and
- (c) English must be at minimum B at NSSCO level.

OR

2. A candidate may be admitted to this programme if he/she holds a Namibian Senior Secondary Certificate (NSSC) Ordinary or Higher Level or a recognized equivalent qualification with a minimum of 35 points in five subjects on the UNAM scale with at least a B symbol in English as a Second Language or higher.

OR

3. A candidate may be admitted to this programme if he/she was awarded with a degree qualification of the University of Namibia or other recognized institution.

OR

4. A candidate may be admitted to this programme if he/she has a two-year NQF Level 5 Diploma in Law with an equivalent of at least 240 credits from the University of Namibia or a recognized institution, provided they have obtained an overall average of at least 60% in that Diploma.

OR

5. A candidate may be admitted to this programme through the Mature Age Entry system provided that they meet the following criteria:

- (a) Should at least be 25 years old on the first day of the academic year in which admission is sought;
- (b) Have a Senior Secondary School Leaving Certificate;
- (c) Five years of relevant work experience relating to the proposed study programme; and
- (d) Pass the mature age entry examinations, namely: English Paper, Numeracy Paper, General Knowledge Paper and the School Specific Paper with an aggregate of at least 65%. The School specific paper should be passed with a minimum of 60%.

C.2 DURATION OF STUDY

H.2.1 A full time student must complete this qualification within a minimum study period of four (4) years and maximum study period of six (6) years.

H.2.2 A part time student must complete this qualification within a minimum study period of six (6) years and maximum study period of eight (8) years.

H.2.3 The said periods may only be exceeded with the authority of Senate.

C.3 CURRICULUM STRUCTURE – FULL TIME

The curriculum for the full time LL B (Honours) degree is made up of the following components:

Module code	Module name	NQF Level	Credits	Contact hours per week (L / P / T)	(Co-requisites) / Pre-requisites	Compulsory (C) / Elective (E)
Year 1 Core Semester						
U3403FS	Skills Portfolio	N/A	-	N/A	None	C
U3583DD	Digital Literacy	5	8	2	None	C
U3583AL	Academic Literacy IB	5	8	2	None	C
U3420CN	National and Global Citizenship	4	2	2	None	C
U3520LP	Leadership Skills	5	2	2	None	C
L3540PL	Legal and Professional Ethics	5	4	4	None	C
Total Credits Core Semester						24
Year 1 Semester 1						
L3511BF	Foundations of Namibian Law	5	12	4	None	C
L3511BC	Constitutional Law	5	12	4	None	C
L3511PP	Law of Persons and Marriage	5	12	4	None	C
L3501BC	Criminal Law I	5	6	2	None	C
L3501PA	Alternative Dispute Resolution	5	6	2	None	C
Total Credits Semester 1						48
Year 1 Semester 2						
L3512PE	Employment Law	5	12	4	None	C
L3512PS	Law of Succession	5	12	4	None	C
L3512BA	African Indigenous Law	5	12	4	None	C
L3502BC	Criminal Law II	5	6	2	(L3501BC)	C
L3502BH	Human Rights Law	5	6	2	None	C
Total Credits Semester 2						48
Total credits YEAR 1						120

Module code	Module name	NQF Level	Credits	Contact hours per week (L / P / T)	(Co-requisites) / Pre-requisites	Compulsory (C) / Elective (E)
Year 2 Core Semester						
U3683AL	Academic Literacy II	6	8	2	None	C
U3420PJ	Project Management Skills	4	2	2	None	C
U3420TH	Entrepreneurial Skills	4	2	2	None	C
U3520TH	Introduction to Critical Thinking	5	2	2	None	C
U3420SE	Sustainability and Environmental Awareness	4	2	2	None	C
L3600RT	Trial Advocacy	6	8	2	None	C
Total Credits Core Semester						24
Year 2 Year Modules						
L3613PC	Law of Contract	6	14	2	L3511BF	C
L3613PP	Land and Property Law	6	14	2	None	C
L3613PD	Law of Delict	6	14	2	None	C
Total Credits Year Modules						42
Year 2 Semester 1						
L3611BL	Legislative Drafting and Interpretation	6	14	4	None	C
L3601PB	Banking Law and Payment Systems	6	7	2	None	C
L3601PM	Media and Communications Law	6	7	2	None	C
Total Credits Semester 1						28
Year 2 Semester 2						
L3602BE	Principles of Environmental Law	6	7	2	None	C
L3612CB	Law of Business Entities	6	14	4	L3611PC	C
L3602BC	Community Impact Project	6	8	2	None	C
Total Credits Semester 2						29
Total credits YEAR 2						123

Module code	Module name	NQF Level	Credits	Contact hours per week (L / P / T)	(Co-requisites) / Pre-requisites	Compulsory (C) / Elective (E)
Year 3 Core Semester						
W3700IC	Workplace Attachment	7	24	4	None	C
Total Credits Core Semester						24
Year 3 Year Modules						
L3713BA	Administrative Justice	7	16	2	None	C
L3713RC	Civil Procedure	7	16	2	None	C
L3713RE	Law of Evidence	7	16	2	None	C
L3713RC	Criminal Procedure	7	16	2	None	C
L3713BJ	Jurisprudence	7	16	2	None	C
Total Credits Year Modules						80
Year 3 Semester 1						
L3701CB	Bookkeeping for Legal Practitioners	7	8	2	None	C
Total Credits Semester 1						8
Year 3 Semester 2						
L3702PD	Legal Drafting	7	8	2	None	C
Total Credits Semester 2						88
Total credits YEAR 3						120

Module code	Module name	NQF Level	Credits	Contact hours per week (L / P / T)	(Co-requisites) / Pre-requisites	Compulsory (C) / Elective (E)
Year 4 Core Semester						
L3800BR	Legal Research and Development	8	14	4	None	C
L3800PD	Design Thinking	8	8	4	None	C
Total Credits Core Semester						22
Year 4 Year Modules						
L3813RR	Legal Research Project	8	16	2	(L3800BR)	C

L3813RL	Legal Aid Clinic and Case Management	8	20	2/3P	None	C
Total Credits Year Modules						36
Year 4 Semester 1						
L3811BI	Public International Law	8	18	4	None	C
L3801CI	Law of Insolvency	8	9	2	None	C
ELECTIVES (Student are only allowed to select one module equal to 9 credits)						
L3801PI	Intellectual Property Law	8	9	2	L3611PP	E
L3801PC	Competition Law	8	9	2	L3612CB	E
L3801BC	Criminology and Crime Prevention	8	9	2	L3512BC	E
Total Credits Semester 1						36
Year 4 Semester 2						
L3802PT	Tax Law	8	9	2	None	C
L3802BS	Law of the Sea	8	9	2	None	C
L3802CI	International Trade Law	8	9	2	None	C
ELECTIVES (Students to select one module equal to 9 credits)						
L3802BA	African Union Law	8	9	2	None	E
L3802BM	Mining Law	8	9	2	None	E
L3802PI	Private International Law	8	9	2	None	E
Total Credits for Semester 2						72
Total credits YEAR 4						130

C.3 CURRICULUM STRUCTURE: PART TIME

The curriculum for the part time LL B (Honours) degree is made up of the following components:

Module code	Module name	NQF Level	Credits	Contact hours per week (L / P / T)	(Co-requisites) / Pre-requisites	Compulsory (C) / Elective (E)
Year 1 Core Semester						
U3403FS	Skills Portfolio	N/A	-	N/A	None	C

U3583DD	Digital Literacy	5	8	2	None	C
U3583AL	Academic Literacy IB	5	8	2	None	C
U3420CN	National and Global Citizenship	4	2	2	None	C
U3520LP	Leadership Skills	5	2	2	None	C
L3540PL	Legal and Professional Ethics	5	4	4	None	C
Total Credits Core Semester						24

Year 1 Semester 1						
L3511BF	Foundations of Namibian Law	5	12	4	None	C
L3511BC	Constitutional Law	5	12	4	None	C
L3501BC	Criminal Law I	5	6	2	None	C
Total Credits Semester 1						30

Year 1 Semester 2						
L3512PE	Employment Law	5	12	4	None	C
L3512BA	African Indigenous Law	5	12	4	None	C
L3502BC	Criminal Law II	5	6	2	(L3501BC)	C
Total Credits Semester 2						30
Total credits YEAR 1						84

Module code	Module name	NQF Level	Credits	Contact hours per week (L / P / T)	(Co-requisites) / Pre-requisites	Compulsory (C) / Elective (E)
Year 2 Core Semester						
U3683AL	Academic Literacy II	6	8	2	None	C
U3420PJ	Project Management Skills	4	2	2	None	C
U3420TH	Entrepreneurial Skills	4	2	2	None	C
U3520TH	Introduction to Critical Thinking	5	2	2	None	C
U3420SE	Sustainability and Environmental Awareness	4	2	2	None	C
L3600RT	Trial Advocacy	6	8	2	None	C
Total Credits Core Semester						24

Year 2 Year Modules						
L3613PC	Law of Contract	6	14	2	L3511BF	C
L3613PD	Law of Delict	6	14	2	None	C
Total Credits Year Modules						28
Year 2 Semester 1						
L3511PP	Law of Persons and Marriage	5	12	4	None	C
L3501PA	Alternative Dispute Resolution	5	6	2	None	C
L3611BL	Legislative Drafting and Interpretation	6	14	4	None	C
Total Credits Semester 1						32
Year 2 Semester 2						
L3512PS	Law of Succession	5	12	4	None	C
L3502BH	Human Rights Law	5	6	2	None	C
L3602BC	Community Impact Project	6	8	2	None	C
Total Credits Semester 2						26
Total credits YEAR 2						110

Module code	Module name	NQF Level	Credits	Contact hours per week (L / P / T)	(Co-requisites) / Pre-requisites	Compulsory (C) / Elective (E)
Year 3 Core Semester						
W3700IC	Workplace Attachment	7	24	4	None	C
Total Credits Core Semester						24
Year 3 Year Modules						
L3613PP	Land and Property Law	6	14	2	None	C
L3713BA	Administrative Justice	7	16	2	None	C
Total Credits Year Modules						30
Year 3 Semester 1						

L3601PB	Banking Law and Payment Systems	6	7	2	None	C
L3601PM	Media and Communications Law	6	7	2	None	C
Total Credits Semester 1						14
Year 3 Semester 2						
L3602BE	Principles of Environmental Law	6	7	2	None	C
L3612CB	Law of Business Entities	6	14	4	L3611PC	C
Total Credits Semester 2						21
Total credits YEAR 3						89

Module code	Module name	NQF Level	Credits	Contact hours per week (L / P / T)	(Co-requisites) / Pre-requisites	Compulsory (C) / Elective (E)
Year 4 Core Semester						
L3800PD	Design Thinking	8	8	4	None	C
Total Credits Core Semester						8
Year 4 Year Modules						
L3713RC	Civil Procedure	7	16	2	None	C
L3713RE	Law of Evidence	7	16	2	None	C
L3713BJ	Jurisprudence	7	16	2	None	C
Total Credits Year Modules						48
Year 4 Semester 1						
L3701CB	Bookkeeping for Legal Practitioners	7	8	2	None	C
Total Credits Semester 1						8
Year 4 Semester 2						
L3702PD	Legal Drafting	7	8	2	None	C
Total Credits for Semester 2						8
Total credits YEAR 4						72

Module code	Module name	NQF Level	Credits	Contact hours per week (L / P / T)	(Co-requisites) / Pre-requisites	Compulsory (C) / Elective (E)
Year 5 Core Semester						
L3800BR	Legal Research and Development	8	14	4	None	C
Total Credits Core Semester						14
Year 5 Year Modules						
L3713RC	Criminal Procedure	7	16	2	None	C
L3813RR	Legal Research Project	8	16	2	(L3800BR)	C
Total Credits Year Modules						32
Year 5 Semester 1						
L3811BI	Public International Law	8	18	4	None	C
ELECTIVES (Students are only allowed to select one module equal to 9 credits)						
L3801PI	Intellectual Property Law	8	9	2	L3611PP	E
L3801PC	Competition Law	8	9	2	L3612CB	E
L3801BC	Criminology and Crime Prevention	8	9	2	L3512BC	E
Total Credits Semester 1						27
Year 5 Semester 2						
L3802BS	Law of the Sea	8	9	2	None	C
L3802CI	International Trade Law	8	9	2	None	C
Total Credits Semester 2						18
Total credits YEAR 5						91

Module code	Module name	NQF Level	Credits	Contact hours per week (L / P / T)	(Co-requisites) / Pre-requisites	Compulsory (C) / Elective (E)
Year 6 Year Modules						
L3813RL	Legal Aid Clinic and Case Management	8	20	2/3P	None	C
Total Credits Year Modules						20

Year 6 Semester 1						
L3801CI	Law of Insolvency	8	9	2	None	C
Total Credits Semester 1						9
Year 6 Semester 2						
L3802PT	Tax Law	8	9	2	None	C
ELECTIVES (Students to select one module equal to 9 credits)						
L3802BA	African Union Law	8	9	2	None	E
L3802BM	Mining Law	8	9	2	None	E
L3802PI	Private International Law	8	9	2	None	E
Total Credits Semester 2						18
Total credits YEAR 6						47
Total credits for LLB Honours Programme						493

C.4 RESTRICTION ON COURSES – CO-REQUISITES AND PRE-REQUISITES

Co-requisites: A student must have a continuous assessment mark of at least 40% (i.e. examination admission) in a Course to be allowed to continue with any Course for which the first course is a co-requisite.

Pre-requisites: Before a student can continue with a subsequent Course, the preceding relevant Course must be passed. A student will not be admitted to a specific Course if s/he does not meet the requirements for the particular Course.

C.5 EXAMINATION REGULATIONS

See General Information and Regulations Prospectus for Special Regulations

C.6 ACADEMIC ADVANCEMENT RULES

A student advances to the subsequent academic year of study when the following conditions have been met:

Year 1 to Year 2: At least 90 credits of which at least 78 must be non-core;

Year 2 to Year 3: At least 220 credits;

Year 3 to Year 4: All first-year credits and at least 350 total credits;

A student who fulfilled the re-admission regulations, but could not advance to the next year of registration must first register for all failed modules. Subject to pre-requisites, such a student may then add modules of the subsequent year, provided that the total number of registered credits does not exceed the prescribed number of credits of the failed year of registration by more than 20%.

C.7 MINIMUM REQUIREMENTS FOR RE-ADMISSION INTO THE SCHOOL

To be re-admitted to the School of Law into the Bachelor of Laws Honours programme, a student must have successfully completed the following minimum number of credits as indicated below:

40 credits (of which 24 must be non-core) by the end of the first year of registration;

120 credits (of which 120 must be non-core) by the end of the second year of registration;

220 credits by the end of the third year of registration;

330 credits by the end of the fourth year of registration;

420 credits by the end of the fifth year of registration;

The programme must be completed after a maximum of 6 years of registration

C.8 AWARDING OF THE DEGREE LLB (HONOURS)

This qualification will be awarded to candidates credited with a minimum of 493 credits and who have met the requirements of the compulsory and elective sections

C.10 MODULE DESCRIPTORS

YEAR 1

C.10.1 Module Title: Legal and professional Ethics

Course code:	L3540PC
NQF level:	5
Notional hours:	40
Contact hours:	4 hours per week for 1 semester
Additional learning:	None
NQF Credits:	4
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	Core

Module Content: Introduction to adversarial system and the Namibian legal profession:

The origins and nature of Namibia's adversarial system; Stakeholders of the legal profession and ethical obligations; **Various legal and ethical theories; Fundamental qualities and virtues required of a legal practitioner in terms of the 'fit and proper person' standard;** honesty and integrity, due diligence; judgment, objectivity; Tenacity, Professionalism; **Introduction to ethical duties of legal practitioner:** legal practitioner duties to the court; legal practitioners duties to the court; and legal practitioners duties to the general public; Legal and Ethical considerations during client consultations; Attorney-client privilege; confidentiality and profession; recusal principle; obligations of legal practitioners towards the court, clients and general public.

Student Assessment Strategies: This course will be assessed with a 100% continuous assessment on the legal and professional skills competencies. The assessment activities will include mooted exercises, one test and one group or individual presentation by the students. The assessment portfolio will be internally moderated.

C.10.2 Module Title: FOUNDATIONS OF NAMIBIAN LAW

Course code:	L3511BF
NQF level:	5
Notional hours:	120
Contact hours:	4 hours per week for 1 semester
Additional learning:	None
NQF Credits:	12
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	Core

Invariable (personal) consequences of civil marriage; Variable (matrimonial) consequences of civil marriage; Dissolution of marriage (divorce and death); Customary marriages.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one case study-based assessment which will contribute forty percent (40%) to the final mark. The Course will be examined with a three-hour paper at the end of the second semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass. The examination papers and scripts will be internally moderated.

C.10.5 Module Title: LAW OF PERSONS AND MARRIAGE

Course code: L3501BC
NQF level: 5
Notional hours: 60
Contact hours: 2 hours per week for 1 semester
Additional learning: None
NQF Credits: 6
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Compulsory
Semester Offered: 1

Module Content: The sources of criminal law; General objectives, nature and scope of criminal law; General principles of criminal liability: *Actus reus, mensrea*, special factors that bear on *mensrea* or capacity; **General defences:** consent, necessity, compulsion, obedience to orders; private defence, impossibility, *de minimis*; mistake of fact, mistake of law and criminal capacity; **Forms of Participation:** *sociuscriminis*, common purpose and accessory after the fact; The impact of the Namibian Constitution on criminal liability; **Theories of punishment.**

Student Assessment Strategies: This course will be assessed with a minimum of one test and one assignment which will contribute forty percent (40%) to the final mark. The Course will be examined with a two-hour paper at the end of the second semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass. The examination papers and scripts will be internally moderated.

C.10.6 Module Title: ALTERNATIVE DISPUTE RESOLUTION

Course code: L3501PA
NQF level: 5
Notional hours: 60
Contact hours: 2 hours per week for 1 semester
Additional learning: None
NQF Credits: 60
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Compulsory
Semester Offered: 1

Module Content: Introduction to alternative dispute resolution (negotiation, mediation, conciliation and arbitration); legislative framework for ADR in Namibia; terms of reference for arbitration or meditation; *ad hoc* and institutional arbitration; neutrality and impartiality; preparing for an ADR process; introduction to evidence in arbitration proceedings; establishing the basis for arbitration and other forms of alternative dispute resolution; opening processes for formal arbitration; formal arbitration hearings; completing formal arbitration hearings; mediation and other ADR processes; powers of the courts; the burden and standard of proof; written evidence and disclosure of documents; witnesses; expert witnesses; the arbitration award and the purpose of the award; structure and form of the award; publishing the award (and post-award proceedings); dealing with unsuccessful meetings.

Student Assessment Strategies: This course will be assessed with a minimum of one test and a case study on ADR proceedings and a seminar presentation which will contribute 100% to the final mark. The student must obtain at least 50% to pass the module. The assessment portfolio will be internally moderated.

C.10.7 Module Title: EMPLOYMENT LAW

Course code: L3512PE
NQF level: 5
Notional hours: 120

Contact hours:	4 hours per week for 1 semester
Additional learning:	None
NQF Credits:	12
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	2

Module Content: **Individual employment law;** definition of employer and employee; sources of Namibian employment law; dispute of rights and dispute interest, remuneration, normal working hours; contract of

employment; duties of the employee and duties of the employer); basic conditions of employment; remedies for breach of an employment contract; termination of contract of employment; benefits due upon termination;

Collective employment law; registration, rights and recognition of trade unions and employer's organizations); collective agreements; dispute resolution between employers or registered employer' organizations and employees or registered trade unions; industrial action: strikes and lockouts.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one group or individual presentation which will contribute forty percent (40%) to the final mark. The Course will be examined with a three-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be internally moderated.

C.10.8 Module Title: LAW OF SUCCESSION

Course code:	L3512PS
NQF level:	5
Notional hours:	120
Contact hours:	4 hours per week for 1 semester
Additional learning:	None
NQF Credits:	12
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	2

Module Content: **The Nature, scope, and historical background of the Law of Succession;** Definitional and conceptual narratives: deceased estate, executor, intestate and testate succession, legacy, heir, collation, legal dominium, executors testamentary and dative, administrators; **Intestate Succession;** partial and total intestacy; origin of intestate succession; general principles relating to intestacy; Order of succession on intestacy; Presumption regarding sequence of death; **Testamentary Succession;** General principles applicable to Wills; Substitutes for Wills (*Donationes inter vivos*) and formalities thereof; Nominations; The relationship between customary law succession and common Law derived succession. The Wills Act 7 of 1953; Administration of estates Act 66 of 1965.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one assignment which will contribute forty percent (40%) to the final mark. The Course will be examined with a three-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40 % in the examination to pass the module. The examination papers and scripts will be internally moderated.

C.10.9 Module Title: AFRICAN INDIGENOUS LAW

Course code:	L3512BA
NQF level:	5
Notional hours:	120
Contact hours:	4 hours per week for 1 semester
Additional learning:	None
NQF Credits:	12
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	2

Module Content: **Basic principles of African indigenous law;** history of the legal status of traditional communities and African indigenous law; relevant legal provisions dealing with traditional authority; reality, functioning and status of African indigenous law; indigenous family law, succession and inheritance law; indigenous land law; governing of natural resources; conflict of laws; models to accommodate traditional authorities and African indigenous laws in the overall political and governmental system; the need to develop African indigenous law and its developmental potential; human rights and African indigenous law; the factual situation of traditional communities in Namibia.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one group or individual traditional community-bound project which will contribute one hundred percent (100%) to the final mark. The assessment portfolio will be internally moderated.

C.10.10 Module Title: CRIMINAL LAW II

Course code: L3502BC
NQF level: 5
Notional hours: 60
Contact hours: 2 hours per week for 1 semester
Additional learning: None
NQF Credits: 6
(Co-requisites)/Pre-requisite: (L3501BC)
Compulsory/Elective: Compulsory
Semester Offered: 2

Module Content: **General principles of specific criminal law offences; inchoate crime:** incitement, conspiracy and attempt; **crimes against the person:** murder, culpable homicide, rape, *crimen injuria* and assault; **crimes against property:** theft, robbery, arson and malicious damage to property, extortion and housebreaking; **crimes against the state and community:** treason (and cognate crimes), public violence, perjury, contempt of court, fraud, defeating or obstructing the course of justice and compounding; cybercrimes.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one group or individual presentation which will contribute forty percent (40%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40 % in the examination to pass the module. The examination papers and scripts will be internally moderated.

C.10.11 Module Title: HUMAN RIGHTS LAW

Course code: L3502BH
NQF level: 5
Notional hours: 60
Contact hours: 2 hours per week for 1 semester
Additional learning: None
NQF Credits: 6
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Compulsory
Semester Offered: 2

Module Content: **History of human rights:** early developments; universalism, relativism, indivisibility, interdependence of human rights; obligations; rights and freedoms; The International Bill of Rights; The African Charter on Human and Peoples' Rights as a regional human rights instrument; The operational provisions of the Namibian Bill of Rights; civil and political rights i.e. the right to human dignity, the right to equality, and the right to non-discrimination; the rights of marginalized groups i.e. women, people with disabilities; and indigenous people; socio-economic rights i.e. the right to adequate housing, the right to water and the right to social security; "programmatic rights" – such as the right to access to information and the right to participate in public policy-making.

Student Assessment Strategies: This course will be assessed with a minimum of one test. Students will also be required to attend and participate in a seminar and produce a report on the seminar. These will contribute forty percent (40%) to the final mark. The course will be examined with a two-hour open book final examination. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module, irrespective of the continuous assessment mark. The examination papers and scripts will be internally moderated.

YEAR 2

C.10.12 Module Title: TRIAL ADVOCACY

Course code: L3600RT
NQF level: 6
Notional hours: 80
Contact hours: 2 hours per week for 1 semester

Additional learning: None
NQF Credits: 8
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Compulsory

Semester Offered: Core

Module Content: Introduction to adversarial system and the Namibian court system: The origins and nature of Namibia's adversarial system; the structure and nature of the Namibian lower and superior courts; Legal practitioners as officers of the court and stakeholders of the adversarial legal regime; **'Ethos' of the civil and criminal litigation process as envisaged in the Practice Directives; Rules of the lower and superior courts of Namibia;** Basic introduction to judicial case management system, e-justice system and basic the Practice Directives and Rules of the High Court as it applies to the trial advocacy; **The practice of trial advocacy in the court system:** client consultations, service; case planning, case management; oratory and advocacy skills as it relates to opening statements, examination-in-chief, cross-examination, re-examination and closing arguments and practical application of trial advocacy skills to scenarios, hypotheticals, moots and court simulation session exercises; **Court Etiquette and the legal profession:** Adherence to the Rules and Practice Directives of the Court; Dress code, punctuality; formal introduction and modes of address before judicial officers; behaviour and conduct in the court room; and general court terminology.

Student Assessment Strategies: This course will be assessed with a minimum of one test, one simulated practical exercise which can comprise of a practical moot court a court or an observation exercise in any of the courts in Namibia. These activities will contribute 100% to the final mark. The assessment activities' portfolio will be externally moderated.

C.10.13 Module Title: LAW OF CONTRACT

Course code: L3613PC
NQF level: 6
Notional hours: 140
Contact hours: 2 hours per week for 2 semesters
Additional learning: None
NQF Credits: 14
(Co-requisites)/Pre-requisite: L3511BF
Compulsory/Elective: Compulsory
Semester Offered: 1 and 2

Module Content: The scope, nature and sources of law of contract; the basis and essential of legal contracts; formation of valid contract; *pacta de contrahendo*; contractual capacity; formalities for a valid contract: formalities as set by the parties to a contract; formalities required by the law; alienation of land; content and operation of contracts; factors vitiating the validity of contracts; contractual obligations; variation and discharge of contracts; general principles applicable to breach of contracts; remedies for breach of contracts; the distinction between contractual and delictual damages.

Student Assessment Strategies: This course will be assessed with a minimum of two tests and one assignment which will contribute forty percent (40%) to the final mark. The Course will be examined with a three-hour paper at the end of the year. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass, irrespective of the continuous assessment mark. The examination papers and scripts will be externally moderated.

C.10.14 Module Title: LAND AND PROPERTY LAW

Course code: L3613PP
NQF level: 6
Notional hours: 140
Contact hours: 2 hours per week for 2 semesters
Additional learning: None
NQF Credits: 14
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Compulsory
Semester Offered: 1 and 2

Module Content: Land tenure systems of Namibia; sources of the law of property; property as legal objects; property rights; real and personal rights; things; ownership; servitudes; pledge; mortgage; right of *trekpath*; right of *outspan*; lease of land; statutory leasehold; mineral rights; sectional title unit real rights; property time sharing; possession;

limitations on ownership; acquisition/transfer/loss/protection of ownership; expropriation; prescription; land reform/land reform in namibia; rights of others, owners' obligations, common law and statutory regulations, co-ownership or joint ownership; lease and mineral rights.

Student Assessment Strategies: This course will be assessed with a minimum of two tests and one assignment which will contribute forty percent (40%) to the final mark. The Course will be examined with a three-hour paper at the end of the year. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass, irrespective of the continuous assessment mark. The examination papers and scripts will be externally moderated.

C.10.15 Module Title: LAW OF DELICT

Course code: L3613PP
NQF level: 6
Notional hours: 140
Contact hours: 2 hours per week for 2 semesters
Additional learning: None
NQF Credits: 14
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Compulsory
Semester Offered: 1 and 2

Module Content

General Principles; The nature and basis of delictual liability – Elements of general delictual liability – conduct or omission, wrongfulness, fault, causation, patrimonial loss; Defences to aquilian liability – contributory negligence; Specific delicts; Nuisance; Trespass; Defamation – elements of liability; defences to defamation actions; **Remedies: the Aquilian action and the actio injuria; action for pain and suffering;** defences to the actions.

Student Assessment Strategies

This course will be assessed with a minimum of two tests and one presentation with a write up of not more than 2000 words, which will contribute forty percent (40%) to the final mark. The course will be examined with a three-hour paper at the end of the second semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass, irrespective of the continuous assessment mark. The examination papers and scripts will be externally moderated.

C.10.16 Module Title: LEGISLATIVE DRAFTING AND INTERPRETATION

Course code: L3611BL
NQF level: 6
Notional hours: 140
Contact hours: 4 hours per week for 1 semester
Additional learning: None
NQF Credits: 14
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Compulsory
Semester Offered: 1

Module Content: Communicating in legal language; legal research and drafting; principles of drafting; the structure of a bill; drafting in plain English; drafting miscellaneous provisions theories of statutory interpretation; internal and external aids to statutory interpretation; how legislation is interpreted; presumptions of interpretation; constitutional interpretation and statutory interpretation; peremptory and directory provisions: guidelines.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one assignment which will contribute forty percent (40%) to the final mark. The course will be examined with a three-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass. The examination papers and scripts will be externally moderated.

C.10.17 Module Title: BANKING LAW AND PAYMENT SYSTEMS

Course code: L3601PB
NQF level: 6
Notional hours: 70

Contact hours:	2 hours per week for 1 semester
Additional learning:	None
NQF Credits:	7
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	1

Module Content: **The role of banks in commerce; Nature and Sources of Banking Law; Bank regulations and legislation;** restrictions and guidelines in the banking industry; Transparency between banking institutions and the individuals and corporations; Study of the Banking Institutions Act, 1998 (Act No. 2 of 1998, as amended); The Authority to the Minister of Finance to regulate the ownership of banking institutions and their controlling companies; the Power to the Bank of Namibia to determine administrative fines to address issues of non-compliance with banking laws; the Financial Intelligence Act No 13 of 2012, (FIA), (and Issues related to money laundering); Financial Intelligence Centre (FIC); Bank-Customer relationship; Banking and Crypto-currencies and Bit-coin; **Payment Concept; Legal concept of Money; Payment systems;** Electronic Funds Transfers; Bank Guarantees.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one case review which will contribute forty percent (40%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40 % in the examination to pass. The examination papers and scripts will be externally moderated.

C.10.18 Module Title: MEDIA AND COMMUNICATIONS LAW

Course code:	L3601PM
NQF level:	6
Notional hours:	70
Contact hours:	2 hours per week for 1 semester
Additional learning:	None
NQF Credits:	7
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	1

Module Content: **Freedom of expression;** sources of law: the common law, the operation of legislation and other administrative sources of law; **Governance;** spectrum management; content regulation and consumer protection; censorship, plagiarism, defamation, obscenity; **Offensive communications; Control of electronic content; Media ownership and control; Regulation of print media and electronic media; Access to information;** Disclosure of sources; Breach of confidence; Privacy issues including trespassing and nuisance law; Copyright and other intellectual property law; **Introduction to cyberspace;** security, data privacy; privacy and monitoring; cybercrime.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one assignment which will contribute forty percent (40%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be externally moderated.

C.10.19 Module Title: PRINCIPLES OF ENVIRONMENTAL LAW

Course code:	L3602BE
NQF level:	6
Notional hours:	70
Contact hours:	2 hours per week for 1 semester
Additional learning:	None
NQF Credits:	7
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	2

Module Content: **Concept and Scope of Environmental Law;** foundations and functions of environmental law; sources of international and national Environmental Law; international institutions; foundations, sources and implications of national environmental law; practical implications of environmental management in Namibia; sectoral aspects of environmental law in Namibia; human rights and the environment; customary law and the environment; trade, environment and sustainable development; environmental justice: advocacy, litigation and mediation; climate change and its effects and impact on Namibia.

Student Assessment Strategies: This course will be assessed with a minimum of one home test and one case study which will contribute forty percent (40%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least forty percent (40%) in the examination to pass the module. The examination papers and scripts will be externally moderated.

C.10.20 Module Title: LAW OF BUSINESS ENTITIES

Course code: L3612CB
NQF level: 6
Notional hours: 140
Contact hours: 4 hours per week for 1 semester
Additional learning: None
NQF Credits: 14
(Co-requisites)/Pre-requisite: L3611PC
Compulsory/Elective: Compulsory
Semester Offered: 2

Module Content: Types of business entities; Sole trader; partnership, general partnership, limited partnership; close corporations; trusts; companies; **Legal personality;** Piercing the corporate veil; Pre-incorporation contracts; The rights and duties of directors; The *ultra vires* doctrine and its evolution; The doctrine of constructive notice; The Turquand Rule; **Share capital and capital maintenance;** Corporate governance; Members of the company and their rights; Majority rule and Minority protection; A comparison of the new Companies Act of South Africa and the Companies Act 28 of 2004 of Namibia; The winding-up of companies.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one assignment which will contribute forty percent (40%) to the final mark. The Course will be examined with a three-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be externally moderated.

C.10.21 Module Title: COMMUNITY IMPACT PROJECT

Course code: L3602BC
NQF level: 6
Notional hours: 80
Contact hours: 2 hours per week for 1 semester
Additional learning: Expectation to go out in the nearby community
NQF Credits: 8
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Compulsory
Semester Offered: 2

Module Content: Children Rights; Civil Rights/Human Rights; Community Economic Development; Criminal Law; Domestic Violence; Elder Law; Environmental Law; Homelessness/Housing; Immigration/Asylum; Income Tax Assistance; Labour Law; Law Reform/Public Policy; Law Related Education/Street Law; Mediation; Prisoner's Issues.

Student Assessment Strategies: The course will be assessed solely on the report mentioned above and the presentation thereof. The continuous assessment will contribute 100% to the final mark. Assessment activities will be externally moderated.

YEAR 3

C.10.22 Module Title: WORKPLACE ATTACHMENT

Course code: W3700IC
NQF level: 7
Notional hours: 240

Contact hours: 4 hours per week for 1 semester
Additional learning: None
NQF Credits: 24
(Co-requisites)/Pre-requisite: None

Compulsory/Elective: Compulsory
Semester Offered: Core

Module Content: **Build on the theoretical understanding of law by practical experience;** involvement in day-to-day activities of their workplace attachment office

Student Assessment Strategies: As general rules, the criteria for assessments of the Workplace Attachment will involve the following:

- (a) assessment must encourage and reinforce learning;
- (b) assessment must enable robust and fair judgments about student performance;
- (c) assessment practices must be fair and equitable to students and give them the opportunity to demonstrate what they have learned; and
- (d) assessment must maintain academic standards.

In view of the above approaches to assessment, the Workplace Attachment module will generally apply the following guidelines in assessing the attachment performance. This will contribute 100% to the final mark:

Task	Weight	Learning Outcomes
Attachment Report	50%	1,2,3,5,7
Diary summaries	30%	1, 2, 3,4, 5,6
Other activities as may be prescribed by the course coordinator	20%	Specified by coordinator

The attachment diary summaries should reflect how the attachment is developing the students' legal skills, identify the applicable law in the particular tasks the student is doing and the effectiveness of the legal processes' students are observing/interacting with during the attachment. The assessment activities in this module will be internally moderated.

C.10.23 Module Title: ADMINISTRATIVE JUSTICE

Course code: L3713BA
NQF level: 7
Notional hours: 160
Contact hours: 2 hours per week for 2 semesters
Additional learning: None
NQF Credits: 16
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Compulsory
Semester Offered: 1 and 2

Module Content: **The nature, scope and purpose of administrative law;** theoretical underpinnings of administrative justice i.e. rule of law, constitutional supremacy, the principle of legality, values of constitutional democracy, and the need for an open, accountable and transparent state administration: sources of administrative law; the administrative law relationship; the legal subjects of the administrative law relationship; administrative action; administrative agreements; the content/requirements of administrative justice (lawfulness, reasonableness and procedural fairness); legitimate expectations; control of administrative action; state liability for invalid administrative action; the ombudsperson and administrative justice; access to information and administrative justice; administrative tribunals.

Student Assessment Strategies: This course will be assessed with a minimum of one test, one class presentation and one research essay of 3000 words on a topic selected by the lecturer, which will contribute forty percent (40%) to the final mark. The Course will be examined with a three-hour open book final examination. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be internally moderated.

C.10.24 Module Title: CIVIL PROCEDURE

Course code: L3711RC
NQF level: 7

Notional hours:	160
Contact hours:	2 hours per week for 2 semesters
Additional learning:	None
NQF Credits:	16
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	1 and 2

Module Content: Civil procedure in the High Court and Lower Courts: Pre-trial issues, jurisdiction, causes of action, *locus standi* and prescription; the procedural stages of the law of civil procedure; specific components of the stages of the law; The principles of judicial case management; the application procedure in the High Courts and the Magistrates Courts; the action procedure in the High Court and the Magistrates Courts; costs and taxation thereof; and appeals and reviews.

Student Assessment Strategies: This course will be assessed with a minimum of two tests and one practical assessment (i.e. moot simulations, or drafting of one or more pleadings) which will contribute forty percent (40%) to the final mark. The Course will be examined with a three-hour paper at the end of the second semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be internally moderated.

C.10.25 Module Title: LAW OF EVIDENCE

Course code:	L3713RE
NQF level:	7
Notional hours:	160
Contact hours:	2 hours per week for 2 semesters
Additional learning:	None
NQF Credits:	16
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	1 and 2

Module Content: The historical development, the nature, the scope, and the sources of the Law of Evidence: The distinction between the two systems of Evidence, i.e. Inquisitorial and Adversarial systems and their scope of application; The Process and Standards of Proof both in criminal and civil proceedings, the Quantum and Cogency of proof in criminal and civil proceedings, the burden of proof, the shifting of proof; Evidence *aliunde* or corroboration and other cautionary rules; Various presumptions: irrebuttable presumptions of law, rebuttable presumptions of law, and presumptions of facts; Relevance and admissibility of evidence; weight and value of evidence; facts in issue; Exclusionary rules: The machinery of proof and witnesses; *Viva voce* evidence and the exceptions thereto; Real and Documentary Evidence Facts of which evidence is unnecessary Judicial notice and formal admissions.

Student Assessment Strategies: During the course of the year, students will be required to write a research paper 3500 words and sit for a minimum of two tests. These will contribute 40% to the final mark. The Course will be examined with a three-hour paper at the end of the second semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be internally moderated.

C.10.26 Module Title: CRIMINAL PROCEDURE

Course code:	L3713RC
NQF level:	7
Notional hours:	160
Contact hours:	2 hours per week for 2 semesters
Additional learning:	None
NQF Credits:	16
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	1 and 2

Module Content: Pre-trial process in a criminal arrest; the adversarial process; the Namibian Courts; the Office of the Prosecutor-General; the rights of an accused; arrest, searches, roadblocks; warrants, warnings to appear, summons to appear; detention before appearance in a court; first appearance; bail applications; release on bail,

warning or in custody of someone (juveniles); plea; **Trial**; procedural rules pertaining to evidence; Section 174 applications; **Post-trial**; Sentencing; Remedies of aggrieved accused.

Student Assessment Strategies: This course will be assessed with a minimum of one test, one assignment and one practical presentation which will contribute forty percent (40%) to the final mark. The Course will be examined with a three-hour paper at the end of the second semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be internally moderated.

C.10.27 Module Title: JURISPRUDENCE

Course code:	L3713BJ
NQF level:	7
Notional hours:	160
Contact hours:	2 hours per week for 2 semesters
Additional learning:	None
NQF Credits:	16
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	1 and 2

Module Content: **Natural Law Theories; Legal Positivism: Positivism and the apartheid system;** A new defense of positivism (Roux, Cockrell, Fagan); Dworkinian Liberalism; Marxist jurisprudence; Legal Realism; Critical Legal Studies; Critical Race Theory; Post-Modernist Theory (including Deconstruction); Feminist jurisprudence; Political theory and jurisprudence: Davis and Woolman's approach to constitutional interpretation; Ackermann's revolutionary constitutionalism; Transformative Jurisprudence; African customary jurisprudence.

Student Assessment Strategies: Students will be assessed with a minimum of two tests and one research paper of 5000 words on a topic of their choice. To mitigate against duplication, students must select their topics in consultation with the Lecturer. This continuous assessment will contribute forty percent (40%) to the final mark. The Course will be examined with a three-hour paper at the end of the second semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be internally moderated.

C.10.28 Module Title: BOOKKEEPING FOR LEGAL PRACTITIONERS

Course code:	L3701CB
NQF level:	7
Notional hours:	80
Contact hours:	2 hours per week for 1 semester
Additional learning:	None
NQF Credits:	8
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	1

Module Content: The nature and function of Accounting; Basic Accounting terms and concepts; The Accounting Cycle; Accounting Equation (formula and application); The Relevant Accounting principles and procedures in terms of the Legal Practitioners Act 15 of 1995 and the Namibian Law Society, relevant provisions of the Financial Intelligence Act 13 of 2012; (including the Fidelity Fund); Business monies/accounts versus trust monies/accounts; Preparation of elementary financial statements (including Trial Balance); The double entry system and ledger accounts; Books of first/prime entry (recording of basic business transactions); Cash controls and business/trust bank reconciliation procedures; Control accounts; Trust investments; Correspondent accounts; Partnership account; Companies (accounting requirements and basic financial statements).

Student Assessment Strategies: This course will be assessed with a minimum of two tests which will contribute fifty percent (50%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute fifty percent (50%) to the final mark. The candidate must obtain at least 50% in the examination to pass the module. The examination papers and scripts will be internally moderated.

C.10.29 Module Title: LEGAL DRAFTING

Course code:	L3702RD
NQF level:	7
Notional hours:	80
Contact hours:	2 hours per week for 1 semester
Additional learning:	None
NQF Credits:	8
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	2

Module Content: Introduction to legal drafting; the principles of effective legal writing; the drafting process and presentation; the role of substantive law, acts, regulations and rules in drafting; drafting of basic legal documents, in particular memoranda, opinions, letters and emails; and drafting of basic pleadings for use in the Magistrates Court and the High Court in Namibia (motions and actions).

Student Assessment Strategies: This course will be assessed with a minimum of two tests which will contribute fifty percent (50%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute fifty percent (50%) to the final mark. The candidate must obtain at least 50% in the examination to pass the module. The examination papers and scripts will be internally moderated.

YEAR 4

C.10.30 Module Title: LEGAL RESEARCH AND DEVELOPMENT

Course code:	L3800BR
NQF level:	8
Notional hours:	140
Contact hours:	4 hours per week for 1 semester
Additional learning:	None
NQF Credits:	14
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	Core

Module Content: Research and development; How to start; Selecting a topic for research; Coping with writing anxiety and overcoming writer's block; The Process of writing; Thesis (question/premise); Title of Paper; Problem Statement; Theoretical Framework; Reviewing Literature; Organizing and Planning research; How to do Research; Plagiarism; First Draft; Tones and Styles; Body of Paper; Footnotes and Bibliography; Presentation; Revision and Proofreading.

Student Assessment Strategies: The students' skills and competencies will be assessed through class assessment activities and the research proposal produced at the end of the course. These will contribute 100% to the final mark. The student must obtain at least 50% to pass. The assessment activities will be externally moderated.

C.10.31 Module Title: DESIGN THINKING

Course code:	L3800PD
NQF level:	8
Notional hours:	80
Contact hours:	2 hours per week for 1 semester
Additional learning:	None
NQF Credits:	8
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	Core

Module Content: Problem structuring methods: creative reasoning, innovative offering (i.e. a new legal ideas) based on creative reasoning, various problem structuring methods from different disciplines; **Design thinking dimensions:** cognitive (reference to creativity & exploratory issues), social (reference to stakeholder & process issues), strategic (reference to creating value and organizational strategy); Innovation, change and the future of law – including

changes to legal services, in access to justice and in the legal system generally; Disruption, changing legal practice and the role of innovation; Technological impacts on the legal system and on lawyering – including artificial intelligence, blockchain, smart contracts, and cryptocurrencies; Innovation, design thinking and the application of user-focussed innovation; The role of interdisciplinary teams in achieving innovation in the legal sphere; The importance of user experience as the basis for legal design; The process of legal prototyping using a legal design methodology.

Student Assessment Strategies: The module will be evaluated using 100% continuous assessment consisting of at least 1 evidence-based portfolio categorized under sub-themes/activities. A minimum pass mark for the module is 50%.

C.10.32 Module Title: LEGAL RESEARCH PROJECT

Course code:	L3813RR
NQF level:	8
Notional hours:	160
Contact hours:	2 hours per week for 2 semesters
Additional learning:	None
NQF Credits:	16
(Co-requisites)/Pre-requisite:	L3800BR
Compulsory/Elective:	Compulsory
Semester Offered:	1 and 2

Module Content: Research methods; suitability of the research methods; stages of developing a research project; drafting; Presentation and Styles; Footnotes and Citations; Revision and Proofreading; Bibliography.

Student Assessment Strategies: The programme begins with an approved research proposal. The coordinator, in co-operation with the teaching staff of the Faculty allocates students to supervisors. The student engages in a back and forth exercise with the supervisor aimed at conducting research and developing a research paper of between 15 000 – 20 000 words. The final research paper must be handed in for grading at the end of October. This contributes 100% to the final mark. A sample of research papers will be externally moderated.

C.10.33 Module Title: LEGAL AID CLINIC AND CASE MANAGEMENT

Course code:	L3813RL
NQF level:	8
Notional hours:	200
Contact hours:	2 hours per week + 3 hours practical per week
Additional learning:	None
NQF Credits:	20
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	1

Module Content: Introduction to Legal Aid Clinic Practice: Office and File management, client intake, first consultations, diary & computer use, office and firm management practice; Civil trials: Selected topics, including a complete simulation; Trials skills: Interviews, consultation for trials, statement taking theory of the case; Opening statement, evidence-in-chief, cross-examination, re-examination, closing argument, judgment, execution, and appeals & reviews; Motion Court: Selective topics, including provisional sentence, sequestration, applications, Rule 43 and Edictal citation; Legal Writing: Drafting letters, legal opinions, affidavits, heads of argument and pleadings; Legal Research, critical reasoning and alternative dispute resolution (ADR); Introduction to civil court procedure; Introductory study of criminal court practice and labour court; Professional ethics.

Student Assessment Strategies: This course will be assessed with clinical work on cases with clients and one test which will contribute one hundred percent (100%) to the final mark. The student must obtain at least fifty (50%) to pass the module. The portfolio assessments will be externally moderated. The 100% continuous assessment mark will be calculated as follows:

- Legal Aid Clinic practical sessions (60%);
- Presentations and report on cases by Firms (20%);
- Test on Theoretical Component (20%)

- The pass mark for the course is 50% and the student must obtain a minimum of 20% in the clinic participation to pass the course. The assessment activities will be externally moderated.

C.10.34 Module Title: PUBLIC INTERNATIONAL LAW

Course code:	L3811BI
NQF level:	8
Notional hours:	180
Contact hours:	4 hours per week for 1 semester
Additional learning:	None
NQF Credits:	18
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	1

Module Content: The Nature, Scope, Evolution and History of Public International Law; The Difference between International Law & Municipal Law; Sources of International Law; The place of International Law in Namibian Domestic Law; Personality & Recognition of states under; Territory acquisition; Jurisdictional of ICJ and Other International Tribunals, State Sovereignty; State jurisdiction and Persons Apprehended in violation of international law; Diplomatic and State immunity; Extradition under International Law and domestic law; State Responsibility in International Law ; International Human Rights Law; International Refugee Law; The law of Treaties; The Use of Force by States, Collective Security and Prohibition or use of indiscriminate weapons and Peace-keeping missions.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one assignment which will contribute forty percent (40%) to the final mark. The Course will be examined with a three-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be externally moderated.

C.10.35 Module Title: LAW OF INSOLVENCY

Course code:	L3801CI
NQF level:	8
Notional hours:	90
Contact hours:	2 hours per week for 1 semester
Additional learning:	None
NQF Credits:	9
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	1

Module Content: Introduction to Insolvency Law; The field of consumer insolvency law versus corporate insolvency; The nature and purpose of insolvency; **Alternatives to insolvency;** Sources of Insolvency Law; The Sequestration Order; **The Sequestration Process;** Provisional sequestration order; service of the rule nisi and the final sequestration order; **Impeachable Dispositions and Related Remedies;** Common law alienations; Statutory Dispositions; **Practical Appropriation of Proceeds and Contributions; Compositions; Rehabilitation; Vesting Orders.**

Student Assessment Strategies: This course will be assessed with a minimum of one test and one assignment which will contribute forty percent (40%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be externally moderated.

C.10.36 Module Title: TAX LAW

Course code:	L3802PT
NQF level:	8
Notional hours:	90
Contact hours:	2 hours per week for 1 semester
Additional learning:	None
NQF Credits:	9
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	2

Module Content: The basis of taxation; Structure of income tax; Jurisdiction to tax; The tax formula; The basic principles of taxation; Income tax; Taxation of individuals and partnerships; The process of taxation; Gross Income; Exempt Income; **Deductions and capital allowances;** The General deduction formula; Specific deductions; Tax avoidance; Tax Evasion; Legal implications of Tax Avoidance and Tax Evasion; Taxation of Companies; **International Tax aspects.**

Student Assessment Strategies: This course will be assessed with a minimum of one test and one assignment which will contribute forty percent (40%) to the final mark. The course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be externally moderated.

C.10.37 Module Title: LAW OF THE SEA

Course code: L3802BS
NQF level: 8
Notional hours: 90
Contact hours: 2 hours per week for 1 semester
Additional learning: None
NQF Credits: 9
(Co-requisites)/Pre-requisite: L3811BI
Compulsory/Elective: Compulsory
Semester Offered: 2

Module Content: The United Nations Convention on the Law of the Sea, 1982; Introduction to the historical development, evolution, nature and scope of the law of the Sea; Sources of the law of the Sea; **Sovereign right of States to exploit natural resources at sea;** Freedom of the High Seas; Right of access of coastal and land-lock Rights; Responsibilities of flag States at Sea; Straits passage; **Rights, jurisdiction and duties of coastal States in internal waters, the exclusive economic zone, continental shelf, contiguous zone and archipelagic waters and beds;** Merchant ships and ships operated for commercial purposes at Sea; **State obligations and duties to conserve and manage living resources at Sea;** Deep Sea mining; Crimes, particularly piracy and terrorism at Sea; and Settlement of disputes arising from claims and crimes in international waters.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one case-study based assessment which will contribute fifty percent (50%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute fifty percent (50%) to the final mark. The candidate must obtain at least 50% in the examination to pass the module. The examination papers and scripts will be externally moderated.

C.10.38 Module Title: INTERNATIONAL TRADE LAW

Course code: L3802CI
NQF level: 8
Notional hours: 90
Contact hours: 2 hours per week for 1 semester
Additional learning: None
NQF Credits: 9
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Compulsory
Semester Offered: 2

Module Content: **International Trade Law and the international economic system; Relationship of international law to international economic law;** The sources of international economic law; **Various international economic institutions;** Regional Economic Organizations; The GATT/ WTO regulatory framework; Tariffs, quotas and preferential trade agreements; Trade in services; Responsibilities of states for the treatment of aliens and foreign businesses; **International Investment law;** Settlement of investment disputes; International Sale and transportation of goods across national boundaries; Finance, Development and Aid; International Economic Law and Human Rights; Economic Sanctions; Digital Trade; International Taxation; Blue Economy.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one case-study based assessment which will contribute forty percent (40%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be externally moderated.

ELECTIVES (Student must select courses equal to 18 credits)

ELECTIVES (Student are only allowed to select one module equal to 9 credits in semester 1 and one module in semester2)

C.10.39 Module Title: INTELLECTUAL PROPERTY LAW

Course code: L3801PI
NQF level: 8
Notional hours: 90
Contact hours: 2 hours per week for 1 semester
Additional learning: None
NQF Credits: 9
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Elective
Semester Offered: 1

Module Content: **Meaning of intellectual property (IP) and its development; Categories of intellectual property;** Copyrights; Trademarks and names; Registered marks; Patents; Validity; Property rights and exploitation; Industrial Designs; Unlawful Competition (passing-off); **The international IP legal systems as it relates to patents, industrial designs, trademarks, copyrights, traditional knowledge, traditional cultural expressions and genetic resources, and geographical indicators;** Technology transfer; IP rights and the international transfer system; and economic development and reform of the patent system; Accruing rights and exploitation; Infringement of IP rights and remedies.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one portfolio which will contribute forty percent (40%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be externally moderated.

C.10.40 Module Title: COMPETITION LAW

Course code: L3801PC
NQF level: 8
Notional hours: 90
Contact hours: 2 hours per week for 1 semester
Additional learning: None
NQF Credits: 9
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Elective
Semester Offered: 1

Module Content: **The Competition Act No. 2 of 2003;** The role of competition in commerce; The concept and definition of competition; The historical development of the law of unlawful competition; Rights affected by unlawful competition; The development of statutory competition; The Competition Act: goals and scope of application; The administrative framework of the Competition Act; Practices and transactions governed by the Competition Act - Restrictive horizontal practices, Restrictive vertical practices, Abuse of Dominance, Mergers; Other Important Enforcement and Administrative Procedures - Corporate Leniency, Exemptions, Criminalization of Cartel Conduct, Market Inquiries and Private Damages Claim.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one case study analysis which will contribute forty percent (40%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be externally moderated.

C.10.41 Module Title: CRIMINOLOGY AND CRIME PREVENTION

Course code: L3801BC
NQF level: 8
Notional hours: 90
Contact hours: 2 hours per week for 1 semester

Additional learning: None
NQF Credits: 9
(Co-requisites)/Pre-requisite: L3512BC – Criminal Law
Compulsory/Elective: Elective
Semester Offered: 1

Module Content: Introduction to Criminology and Crime Prevention; nature, history and meaning of deviance; theories of crime; historical development of Namibia's criminal justice system; the structure and function of criminal justice agencies; theoretical perspectives on crime control; historical development of the penal system; aims of sentencing; incidence of crime in Namibia.

Student Assessment Strategies: This course will be assessed with a minimum of one test and case study-based assessment which will contribute forty percent (40%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be externally moderated.

C.10.42 Module Title: AFRICAN UNION LAW

Course code: L3802BA
NQF level: 8
Notional hours: 90
Contact hours: 2 hours per week for 1 semester
Additional learning: None
NQF Credits: 9
(Co-requisites)/Pre-requisite: None
Compulsory/Elective: Elective
Semester Offered: 2

Module Content: Introduction to African Law and the African Union; the historical evolution and development of the African Union; sources of African Union law; the structure and organs of the African Union; trade and regional integration in the African Union; unification and harmonization of African Union law in domestic legal systems; the peace and security architecture of the African Union; the human rights architecture of the African Union; the effects of supra-nationalism and globalization on crucial issues such as human rights, democratic reforms, territorial matters, disputes, and economic relations on the African continent from a legal perspective; and the African Union and its relationship with international organizations.

Student Assessment Strategies: This course will be assessed with a minimum of one test and case study-based assessment which will contribute forty percent (40%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass to pass the module. The examination papers and scripts will be externally moderated.

C.10.43 Module Title: MINING LAW

Course code: L3802BM
NQF level: 8
Notional hours: 90
Contact hours: 2 hours per week for 1 semester
Additional learning: None
NQF Credits: 9
(Co-requisites)/Pre-requisite: None

Compulsory/Elective: Elective
Semester Offered: 2

Module Content: The development of minerals and petroleum resources of Namibia; The Minerals (Prospecting and Mining) Act No. 33 of 1992 as amended; The Minerals Policy of Namibia; The Petroleum (Exploration and Production) Act, 1991 as Amended; The Petroleum (Exploration and Production) Act, Regulations No 190, Windhoek-23 September, 1999; The Model Petroleum Agreement, 1998; and the Draft Petroleum Taxation Act, 2001.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one extractive industry-based case study assessment which will contribute forty percent (40%) to the final mark. The Course will be examined

with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40% in the examination to pass the module. The examination papers and scripts will be externally moderated.

C.10.44 Module Title: PRIVATE INTERNATIONAL LAW

Course code:	L3802PI
NQF level:	8
Notional hours:	90
Contact hours:	2 hours per week for 1 semester
Additional learning:	None
NQF Credits:	9
(Co-requisites)/Pre-requisite:	None
Compulsory/Elective:	Elective
Semester Offered:	2

Module Content: **Classification of private international law within the legal system;** the choice of law methodology and substance and procedure; conceptual problems in choice of law; nature, existence and proof of foreign law; Ascertainment of the content of foreign law and the exclusion in appropriate cases of the otherwise applicable law; *Forum non-convenience*, *lis alibi pendens* and forum selection agreements; domicile and choice of law; choice of law in family law; choice of law in cases involving legal obligations (i.e., contract, delict); Choice of law in cases involving property; choice of law in the law of succession; the authentication of Namibian public documents for use abroad; the recognition and enforcement of foreign judgments; and the recognition and enforcement of foreign arbitration awards.

Student Assessment Strategies: This course will be assessed with a minimum of one test and one assignment which will contribute forty percent (40%) to the final mark. The Course will be examined with a two-hour paper at the end of the semester. The examination mark will contribute sixty percent (60%) to the final mark. The student must obtain at least 40 % in the examination to pass the module. The examination papers and scripts will be externally moderated.

D. Master of Laws by research (16MLAW)

The School of Law offers a Master of Laws degree which shall be examined by research only in any field of law approved by the School of Law.

It is imperative that the information pertaining to the LL M (by research) be read in conjunction with the General Information and Regulations Prospectus and the Higher Degrees Policy.

D.1 DEGREES

The following Master of Laws degrees may be awarded by the School of Law:

MASTER OF LAWS BY RESEARCH (16MLAW)

D.2 ADMISSION

A person may be considered for admission as a candidate for the degree of Master of Laws if

- I.2.1 s/he has a good law degree with at least a C-grade average (i.e. 60-69%) of the University of Namibia or an equivalent degree of another University/institution recognized by the Senate, on the recommendation of the School of Law, for the purpose; or
- I.2.2 s/he has in any other manner attained a level of competence, which in the opinion of Senate, on the recommendation of the School of Law, is adequate for the purpose of admission as a candidate for the degree.

D.3 DURATION OF STUDY

- I.3.1 A full-time candidate shall complete the approved thesis for the LL M degree within a minimum of two (2) academic years and a maximum of three (3) years whereas a part time candidate shall complete the approved thesis for the LL M degree within a minimum of three (3) academic years and a maximum of four (4) years.
- I.3.2 The School Higher Degrees Board may, in justified cases, extend the duration of studies of a full-time candidate up to four (4) years and for a part-time candidate up to five (5) years.

D.4 CURRICULUM COMPILATION

The curriculum for the Master of Laws by research is as follows:

Year	Module Name	Code	Module Type	NQF Level	Contact Hours	Credits
1	Academic Writing for Post Graduate Students	UAE 5819	Semester 1 or 2	8	56	(16)
1	Masters Research Proposal (Law)	LMP 5100	Semester 1	9	0	0
1	LL M Thesis	LTH 5900	Semester 1 & 2	9	0	240

D.5 MODULE DESCRIPTORS

D.5.1 Module Title: **ACADEMIC WRITING FOR POST GRADUATE STUDENTS**

Course code: UAE 5819
NQF level: 8
Contact hours: 4 hours per week and 1 practical session
NQF Credits: 16

Module Assessment: Continuous assessment (critical reading assignment, annotated bibliography, 2 tests) will contribute 50% to the final mark. The examination (1 x 3-hour exam) contributes 50% to the final mark.

Module Description: This module is a post-graduate course designed to empower students with skills and knowledge to access and critique academic sources and to synthesize information from these sources to assist them in the substantiation and development of their own claims when writing an academic paper in their respective fields of specialization. Additionally, this course will empower students with the capacity to undertake the challenges of academic writing by exposing them to the different rhetorical and stylistic elements typical of

academic texts. Finally, students will be introduced to the American Psychological Association (APA) writing style and will be equipped with the necessary skills to format an academic paper in APA style.

Please consult the UNAM Higher Degrees Policy on procedures, rules and regulations on postgraduate studies.

E. Master of Laws degree by Coursework

The School of Law offers a Master of Laws degree by Coursework. It is imperative that the information pertaining to the LLM by Coursework be read in conjunction with the General Information and Regulations Prospectus and the UNAM Higher Degrees Policy.

E.1 DEGREES

The following Master of Laws degrees may be awarded by the School of Law:

MASTER OF LAWS BY COURSEWORK

64MLWS

E.2 ADMISSION

Admission requirements

Candidates may be admitted to this programme if they are in possession of a Bachelor of Laws Honours degree from the University of Namibia, or an equivalent Level 8 qualification from a recognized institution with at least a C-grade average (60-69%).

Additional Selection Criteria

The additional selection criteria for admission on the programme will be based on several factors, including academic credentials and professional experience and a candidate's ability to enhance the academic and geographic diversity of the class.

Articulation Options

This qualification may serve as an entry point to the following related qualifications such as Doctor of Philosophy in Law (PhD) and the Doctor of Laws (LLD).

E.3 DURATION OF STUDY

E.3.1 A full-time candidate shall complete the approved thesis for the LLM degree within a minimum of two (2) academic years and a maximum of three (3) years whereas a part time candidate shall complete the approved thesis for the LLM degree within a minimum of three (3) academic years and a maximum of four (4) years.

E.3.2 The School Higher Degrees Board may, in justified cases, extend the duration of studies of a full-time candidate up to four (4) years and for a part-time candidate up to five (5) years.

E.4 CURRICULUM COMPILATION

The curriculum for the Master of Laws (by research) is as follows:

Module Code	Module Name	NQF Level	Credits	Contact Hours per week (L/P/T)	(Co-requisites) / Pre-requisites	Compulsory (C) / Elective (E)
Year 1: Semester 1						
U6938LA	Academic Writing for Postgraduate Students	9	(9)	4	None	C
L6911PL	Land Reform	9	24	4	None	C
L6911BC	Advanced Criminal Law and Procedure	9	24	4	None	C
L6901CC	Consumer Law	9	12	2	None	C
Total Credits: Semester 1						60

Year 1: Semester 2						
L6912BC	Comparative Law	9	24	4	None	C
L6902BR	Legal Research Methodology	9	12	2	None	C

ELECTIVES (students to select one module with 24 credits)						
L6912BJ	Advanced Jurisprudence	9	24	4	None	E
L6912CC	Corporations Law	9	24	4	None	E
L6912PL	Labour Law Practice and Procedure	9	24	4	None	E
L6912CM	Maritime Law	9	24	4	None	E
Total Credits for Semester 2						60
Total Credits YEAR 1						120

Year 2: Semester 1						
L6913BT/L6913PT	LLM Thesis	9	60	4	L6902BR	C
Total Credits for Semester 1						60
Year 2: Semester 2						
L6913BT/L6913PT	LLM Thesis	9	60	4	L6902BR	C
Total Credits for Semester 2						60
Total Credits YEAR 2						120

E.4.1 Module Title: ADVANCED CRIMINAL LAW AND PROCEDURE

Course code:	L6911BC
NQF level:	9
Notional hours:	240
Contact hours:	4 hours per week for 1 semester
NQF Credits:	24
Pre-requisite:	None
Compulsory/Elective:	Compulsory
Semester Offered:	1

Module Content: Fundamental right to a fair trial: common law and international human rights; Police investigative powers; Serious and organized crime; The role of the prosecution and defence in criminal proceedings; Prosecutorial discretion and the duty of disclosure; The role of the victim in criminal proceedings; Magistrates Court and summary procedure; Higher Courts and trial on indictment; Abuse of process; Appeals and double jeopardy; Law of sentencing; Principles of sentencing and theoretical considerations; Diversion courts; Restorative and therapeutic justice: alternative approaches to dealing with offending.

Student Assessment Strategies: Continuous Assessment: minimum of one test and a case review which will contribute fifty percent (50%) to the final mark. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. Examination: The module will be examined with 1 x 3-hour paper at the end of the semester. The examination mark will contribute fifty percent (50%) to the final mark. A student must obtain a minimum of 40% in the final examination to pass the module.

E.4.2 Module Title: CONSUMER LAW

Course code: L6901CC
NQF level: 9
Notional hours: 120
Contact hours: 2 hours per week for 1 semester
NQF Credits: 12
Pre-requisite: None
Compulsory/Elective: Compulsory
Semester Offered: 1

Module Content: Consumer protection; market welfare and regulation; general and specific regulation of market practices; discriminatory practices, unconscionable conduct, misleading and deceptive conduct; franchising; unfair contract terms; unjust contracts;

harassment and coercion; consumer guarantees for goods and services; product liability; product safety; consumer protection in the courts; e-commerce, remedies and sanctions; **Consumer credit regulation;** responsible lending; interest rate caps; over-indebtedness.

Student Assessment Strategies: Continuous Assessment: minimum of one test and a portfolio which will contribute fifty percent (50%) to the final mark. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. Examination: The module will be examined with 1 x 3-hour paper at the end of the semester. The examination mark will contribute fifty percent (50%) to the final mark. A student must obtain a minimum of 40% in the final examination to pass the module.

E.4.3 Module Title: COMPARATIVE LAW

Course code: L6912BC
NQF level: 9
Notional hours: 240
Contact hours: 4 hours per week for 1 semester
NQF Credits: 24
Pre-requisite: None
Compulsory/Elective: Compulsory
Semester Offered: 2

Module Content: Comparative use of law for policy and law reform purposes; A theoretical introduction to comparative law; its nature, purpose and contemporary significance in legal practice; Classification of Legal Systems, including international tribunals and judicial-cross pollination within those systems and tribunals; Comparative Law Techniques and the use of same for policy formulation, law reform, litigation and generally legal drafting; **Contemporary approaches and theories to law;** African approaches to law, Feminist perspectives to law, Third World Approaches to law, Populism and the New World Order, Transformative Constitutionalism; **Comparative Legal Research.**

Student Assessment Strategies: Continuous Assessment: minimum of one test and one book review (2000 words) which will contribute fifty percent (50%) to the final mark. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. Examination: The module will be examined with 1 x 3-hour paper at the end of the semester. The examination mark will contribute fifty percent (50%) to the final mark. A student must obtain a minimum of 40% in the final examination to pass the module.

E.4.4 Module Title: LEGAL RESEARCH METHODOLOGY

Course code: L6902BR
NQF level: 9
Notional hours: 120
Contact hours: 2 hours per week for 1 semester
NQF Credits: 12
Pre-requisite: None
Compulsory/Elective: Compulsory
Semester Offered: 2

Module Content: The fundamentals of research; The techniques and methods of research and how to present the results of research in a scholarly manner; Definition and objectives of research-type of research, various steps in research process; **Developing research questions/hypothesis-choice of a problem;** Literature review, critical analysis, reading materials, reviewing, critical interpretation; Research purposes; Ethics in research; Structure and components of research report: layout of research report, writing of research report, referencing in legal writing; **Research proposal.**

Student Assessment Strategies: Continuous Assessment: minimum of one proposal seminar presentation and a written research proposal. These will contribute one hundred percent (100%) to the final mark.

E.4.5 Module Title: ADVANCED JURISPRUDENCE

Course code: L6912BJ
NQF level: 9
Notional hours: 240
Contact hours: 4 hours per week for 1 semester
NQF Credits: 24
Pre-requisite: None
Compulsory/Elective: Elective
Semester Offered: 2

Module Content: Jurisprudence and its role in the contemporary legal system; Positivism (Nature and origins, John Austin and the command theory, Kelsen and the pure theory of law, HLA Hart – law as a system of rules); The rebirth of natural law (Law and morality – the Hart-Fuller debate, Hart HLA 'Positivism and the separation of law and morals, John Rawls – the concept of justice, Theory of Justice; Transitional justice; Justice in the lives of three great human beings; Ronald Dworkin; African jurisprudence and legal thinking (Understanding the concept of *Ubuntu*); The idea of rights and duties; Legal realism; Critical Legal Studies; Islamic jurisprudence and legal thinking; Impact of the legal philosophies studied on Namibian case law.

Student Assessment Strategies: Continuous Assessment: minimum of one short written response to a set of readings and one book review (2000 words) which will contribute fifty percent (50%) to the final mark. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination.

Examination: The module will be examined with a 24-hour take home examination at the end of the semester. The examination mark will contribute fifty percent (50%) to the final mark. A student must obtain a minimum of 40% in the final examination to pass the module.

E.4.6 Module Title: CORPORATIONS LAW

Course code: L6912CC
NQF level: 9
Notional hours: 240
Contact hours: 4 hours per week for 1 semester
NQF Credits: 24
Pre-requisite: None
Compulsory/Elective: Elective
Semester Offered: 2

Module Content: The Close Corporations Act, 26 of 1988; law of close corporations; **The Companies Act, 28 of 2004;** the concept of a company; theories pertaining to companies, their representation and consequences; conversions; share capital; repurchases; shares and debentures; alteration of shareholders' rights and schemes of arrangement; raising share capital; membership; majority rule versus minority protection; transfer and dealing; uncertified shares; insider trading; mergers and acquisitions; dividends; corporate governance; judicial management; dissolution and deregistration of companies; the regulation of financial markets; and where appropriate, the proposed law reform relating to these areas.

Student Assessment Strategies: Continuous Assessment: minimum of one test and a portfolio which will contribute fifty percent (50%) to the final mark. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. Examination: The module will be examined with 1 x 3-hour paper at the end of the semester. The examination mark will contribute fifty percent (50%) to the final mark. A student must obtain a minimum of 40% in the final examination to pass the module.

E.4.7 Module Title: LABOUR LAW PRACTICE AND PROCEDURE

Course code: L6912PL
NQF level: 9
Notional hours: 240
Contact hours: 4 hours per week for 1 semester
NQF Credits: 24
Pre-requisite: None
Compulsory/Elective: Elective
Semester Offered: 2

Module Content: **Individual labour law;** Employment contract; Unfair labour practices; Unfair dismissal; Retrenchments; Employment and labour disputes; **Collective labour law;** International perspectives and the Namibian Constitution; Freedom of association and the duty to collective bargaining; Strikes and lockouts; Unfair discrimination and affirmative action; **International labour law;** International instruments (ILO and EU); Employment equity; Termination of contracts of employment; Collective bargaining and strikes; **Procedural aspects of dispute resolution in Namibia;** Processing of labour disputes: Forums; Conciliation; Statutory Arbitration; Private Arbitration; **Litigation in the Labour Court;** Review of Arbitrations; Appeals.

Student Assessment Strategies: Continuous Assessment: minimum of one test and a case review which will contribute fifty percent (50%) to the final mark. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination.

Examination: The module will be examined with 1 x 3-hour paper at the end of the semester. The examination mark will contribute fifty percent (50%) to the final mark. A student must obtain a minimum of 40% in the final examination to pass the module.

E.4.8 Module Title: MARITIME LAW

Course code: L6912CM
NQF level: 9
Notional hours: 240
Contact hours: 4 hours per week for 1 semester
NQF Credits: 24
Pre-requisite: None
Compulsory/Elective: Elective
Semester Offered: 2

Module Content: **Nature, origin and sources of admiralty jurisdiction and its place in Namibia;** Historical background of admiralty jurisdiction and practice in Namibia; **Maritime claims and enforcement;** Claims under the Colonial Courts Admiralty Act of 1890; Enforcement of maritime claims; **Types of actions;** Distinction between arrests and attachment; **Maritime Liens;** theory and origin of maritime liens; elements of a maritime lien; **Carriage of Goods by Sea;** the business of carriage of goods by sea; Documents used when carrying goods by sea; Choosing the type of charter; Charter parties; Charter party as a contract of carriage; **Bills of Lading:** Bill of lading as evidence of a contract of carriage; Bill of lading as a contract of carriage; Electronic bills of lading; Relationship between the charter, bill of lading and other documents; **Salvage:** Definition and history of salvage; Salvage and collisions; Nature and elements required for a salvage claim; Collisions and collision regulation; Recovery of loss collision damage; Apportionment of Liability; **Commercial control of the vessel; Exception clauses/limitation of liability/international conventions.**

Student Assessment Strategies: Continuous Assessment: minimum of one research paper and one test which will contribute fifty percent (50%) to the final mark. A student must obtain 40% for the continuous assessment exercise to be admitted to the final examination. Examination: The module will be examined with 1 x 3-hour paper at the end of the semester. The examination mark will contribute fifty percent (50%) to the final mark. A student must obtain a minimum of 40% in the final examination to pass the module.

E.4.9 Module Title: LLM THESIS

Course code: L6913BT/L6913PT
NQF level: 9
Notional hours: 1200
Contact hours: 4 hours per week for 1 semester
NQF Credits: 120

Pre-requisite: None

Compulsory/Elective: Compulsory
Semester Offered: 1 and 2

Module Content: Students who have successfully completed the coursework shall undertake research in the areas of their specialization based on research proposals approved by their supervisors, the Faculty Postgraduate Studies Committee and the University Postgraduate Studies Committee requirements.

Student Assessment Strategies: Candidates must submit the completed thesis in the prescribed format. The examination method for the thesis shall be conducted by at least two examiners, one of whom must be external to the University, appointed in accordance with the rules and regulations of the University.

F. Doctor of Philosophy in Law (Ph.D.)

The Doctor of Philosophy in Law (Ph.D.) will be offered in compliance with the general regulations and guidelines for postgraduate studies at the University of Namibia. Please consult the UNAM Higher Degrees Policy for more details on applicable procedures, rules and regulations.

The following module is compulsory for all PhD candidates:

F.1 MODULE DESCRIPTORS

K.1.1 Module Title: **ACADEMIC WRITING FOR POST GRADUATE STUDENTS**

Course code:	UAE 6819
NQF level:	8
Contact hours:	4 hours per week and 1 practical session
NQF Credits:	16
Pre-requisite:	Must be a postgraduate student

Module Description: This module is a post-graduate course designed to empower students with skills and knowledge to access and critique academic sources and to synthesize information from these sources to assist them in the substantiation and development of their own claims when writing an academic paper in their respective fields of specialization. Additionally, this course will empower students with the capacity to undertake the challenges of academic writing by exposing them to the different rhetorical and stylistic elements typical of academic texts. Finally, students will be introduced to the American Psychological Association (APA) writing style and will be equipped with the necessary skills to format an academic paper in APA style.

Module Assessment: Continuous assessment (critical reading assignment, annotated bibliography, 2 tests) will contribute 50% to the final mark. The examination (1 x 3-hour exam) contributes 50% to the final mark.

G. The Justice Training Centre (JTC)

G.1 REGULATIONS

These regulations must be read in conjunction with the Memorandum of Understanding (JTC Memorandum) signed between the University of Namibia and the Ministry of Justice on 16th April, 1993.

G.2 COURSES OF STUDY

The Justice Training Centre, currently offers the following courses:

- the pre-service (induction) and in-service (capacity building) training courses for magistrates, prosecutors, interpreters, court clerks, police, defence, immigration and prison officers, and other law administration and enforcement personnel
- the Legal Professional Training Course for all law graduates who wish to qualify for admission to practice Law in Namibia under the Legal Practitioners Act 15 of 1995.

It is anticipated that the JTC's activities will be extended to encompass:

- the training course for Community Court Justices and Court Clerks.

Certificates

Certificate of attendance JTC (16 CALA)

G.3 ADMISSION AND DURATION OF STUDY

In consultation with the relevant Ministries, all recently employed Magistrates, Police, Prison and Defence Forces Trial officers, Public Prosecutors, Police and Prison Prosecutors, Interpreters and Court Clerks shall be expected to attend an induction course. courses of a minimum of one month's duration will be offered to inductees in the Magistracy; Prisons and Correctional Services; and the Immigration Department.

The capacity building courses will take the form of continuous education programmes and will thus be offered annually to public servants whose duties have some connection with the law. Courses will last between one week to 3 months depending on specified and or identified needs.

Only those candidates in possession of an LL B degree or an approved degree supplemented by a bridging course will be eligible to enroll for the Legal Professional Training Programme. The course shall similarly be of 9 months duration.

To register for the proposed non-degree Magistrates and Prosecutors courses, a candidate must hold a School Leaving Certificate with a minimum score to be determined by the JTC according to availability of places. Both courses will last 9 months on a full-time basis and will follow the University General Information and Regulations Prospectus.

Applicants seeking admission as mature students must satisfy entry qualifications as specified in the General Information and Regulations Prospectus and may be required, in addition, to attend interviews and/or tests designed to assess their suitability for admission to the programme. In general, admission to all courses will be on merit and will depend on availability of places and resources. The mere satisfaction of entrance requirements will therefore not guarantee admission to any of the various programmes.

G.4 CURRICULUM

G.4.1 PROGRAMMES FOR LAW ENFORCEMENT AGENCIES

The curricula of programmes offered for law enforcement agencies will be tailor-made according to the needs of the relevant law enforcement agency. See D. Certificate in Criminal Justice, Constitutionalism and Human Rights (16CCCH).

G.4.1.1 ATTACHMENT PROGRAMME

It is envisaged that during the University holidays, candidate Magistrates, Prosecutors and Community Court Justices will be attached to different courts around the country to gain practical experience of the subjects on offer. The attachment will be monitored by the JTC and the host station will be required to submit a written report on the candidates' progress.

G.4.2 THE LEGAL PROFESSIONAL TRAINING COURSE

The Course of post graduate study shall extend for a period of at least nine months, three months of which shall be devoted to compulsory lectures at the Justice Training Centre, and the syllabus of the course shall comprise the following subjects:

1. Professional Ethics and Conduct and Techniques in Litigation including salient rules of Evidence
2. Practice Management and Administration and Practical Bookkeeping and Accounts
3. Administration of Wills and Estates
4. The Practice and Procedure relating to the Law of Insolvency and Trusts
5. The Practice and Procedure relating to (a) Commercial Transactions and (b) Drafting of Contracts
6. Civil Practice and Procedure in the Supreme Court, High Court and Lower Courts, Legal Costs and Prescription
7. Criminal Practice and Procedure in the Namibian Courts
8. Practice of Constitutional Law, Human Rights and Practical Workings of the Organs of the State and Public Bodies
9. Motor Accidents Law and Motor Vehicle Accident Claims (MVA)
10. Practice of Labour Law and Alternative Dispute Resolution
11. Legal Drafting
12. Conveyancing – Introductory Course (non- examinable)

G.4.2.1 ATTACHMENT PROGRAMME

During the entire 9 months period, each candidate legal practitioner will be attached to a 'Practising Principal' in a law firm and/or the Legal Aid Directorate for a period of not less than 60 hours per month. Attachments may also be entered into with the offices of the Prosecutor General. Contracts of Attachments must be entered into not later than the date of commencement of the candidates' attendance of the course except where the Board for Legal Education prescribes a later date. Candidates should note that attachment is a prerequisite to admission to practice law and a candidate who has successfully completed his examinations will nonetheless be ineligible for admission until this requirement has been fully complied with during or after the course.

G.4.2.2 EXAMINATION REGULATIONS

Legal Practitioners' Qualifying Examination (LPQE)

For the Legal Professional Training Course, the Candidate Legal Practitioners Regulations GN 228 of 1995, Published in Gazette No. 1207 dated 1st December, 1995 will apply. In terms thereof, the Legal Practitioners Qualifying Examination shall be conducted in accordance with such instructions as may have been issued by the Board for Legal Education.

A Candidate for the Legal Practitioners Qualifying Examination (LPQE) shall be assessed on the basis of continuous assessment, which continuous assessment shall comprise the aggregate of the marks obtained by the candidate in the written assignments done during the relevant year and the marks obtained in the Mid-Year Examination, in each of the subjects of the syllabus of the course.

The marks for the written assignments and the Mid-Year Examination shall each total 20 percent of the aggregate of the marks in the continuous assessment and the end of the year examination. To qualify to write the LPQE or end of the year Examination a candidate shall obtain 40 percent in his/her continuous assessment mark.

The marks to be obtained by a candidate in order to pass any subject in the LPQE shall be 50 percent, based on the aggregate of the marks obtained in the end of the year Examination and the continuous assessment, provided that a subminimum of 40 percent for each subject is obtained in the end of the year Examination.

The total mark in each subject in the Legal Practitioners' Qualifying Examination (LPQE) shall consist of 60 percent representing the mark in the end of year examination and 40 percent representing the mark in the continuous assessment.

A candidate, who has taken and four times retaken the Legal Practitioners' Qualifying Examination or any part thereof and failed to complete it, shall not be permitted to retake the whole examination or any part thereof within five years of his/her attempt, unless the Board upon an application of such candidate has granted its consent therefore.

All courses, subjects, curricula and examinations may be changed subject to consultations with the Minister of Justice and the Board for Legal Education.

H. ADVICE, INFORMATION AND GENERAL REGULATIONS

H.1 SUPERVISION OF HIGHER DEGREE STUDENTS

H.1.1 Appointment of Supervisors

H.1.1 Every student enrolling for a higher degree programme shall be assigned a main supervisor, and where applicable, one co-supervisor based on the review of the concept note.

H.1.2 Where more than one co-supervisor is necessary, a motivation shall be provided, especially where the student's research topic is multidisciplinary in nature, or where there is a need for additional expert supervision in the same discipline, or where the student's higher degree programme involves sandwich arrangements.

H.1.3 For Masters by Research/doctoral programmes, supervisors shall be identified prior to admission by the Department for recommendation by Admission and Examination Board to the SHDB for approval, within three (3) weeks after registration.

H.1.4 For Masters by coursework, provisional allocation of supervisor(s) shall be done at the end of the first academic year by the Department through the Admissions and Examination Board and approved at the SHDB in the following academic year, within three (3) weeks after registration. On exceptional bases, a formal submission from the Department may be clearly motivated to the SHDB to approve supervisor (s) earlier.

H.1.6 Supervisors shall be appointed from suitably qualified UNAM staff or affiliates; and where there is a need to appoint an external supervisor, the main supervisor should be a UNAM staff or affiliated member.

H.1.7 The main supervisor for Masters and Doctoral students must have a doctoral degree and expertise in the field of study that he/she is expected to supervise. In addition, the supervisor must have relevant research and publication experience.

H.1.8 In exceptional cases, a supervisor with a Master's degree or equivalent and with specialized skills shall be considered to supervise Master's students as a co-supervisor subject to approval by the SHDB.

H.1.9 Supervision load shall be linked to the job description and performance agreement of an academic staff.

H.2 Responsibilities of a student enrolled for higher degree programmes

A higher degree student shall:

H.2.1 Act as a responsible member of the institution's academic community in a professional and mature manner.

H.2.2 Adhere to the university's policies and regulations in terms of health and safety, intellectual property rights, unfair practice and ethical research guidelines.

H.2.3 Attend coursework, lectures, examination (where applicable), seminars, and research proposal presentations, among others.

H.2.4 Commit to their courses of study, conducting, communicating and defending their proposed research plans and outcomes.

H.2.5 Prepare research reports, thesis/dissertation, manuscripts and publications and provide progress reports as required.

H.2.6 Develop, in consultation with the supervisor (s), an agreed work schedule.

H.2.7 Attend skills development workshops and seminars as offered by the Centre for Research Services: Postgraduate Research Support Services.

H.2.8 Communicate research findings to the academic community, either orally and/or in written form as may be required.

H.2.9 Prepare and submit a thesis/dissertation for examination, together with an anti-plagiarism report.

H.2.10 Present the research findings before a panel of examiners (through viva voce) to qualify for degree award, as required.

H.2.11 Submit the final and bound thesis/dissertation after approval for graduation.

H.3 APPROVAL OF RESEARCH PROPOSALS

H.3.1 Approval of research proposals for higher degree students shall be done at the SHDB.

H.3.2 The research proposal should be prepared according to the prescribed format developed by the School of Law. Please note that the format appearing in SECTION O of the Higher Degrees Policy is not applicable to the School of Law. Seek the guidance of your supervisor in this regard.

H.3.3 Higher degree students are required to first present their proposals at a research proposal defense organized by the Department, for merit assessment. The HoD may, co-opt members from other Departments based on required area of specialization.

H.3.4 The HoD shall submit recommended research proposals for consideration and approval by the SHDB.

H.3.5 Students enrolled for Master's by research and PhD students shall within six (6) months of signing the understanding with the approved supervisor (ANNEX 1A), submit the research proposal accompanied by all supporting documents to HoD for approval at the SHDB.

H.3.6 Students enrolled for Master's by coursework shall within three (3) months of signing the understanding with the approved supervisor (ANNEX 1A), submit the research proposal accompanied by all supporting documents and signed by the student and supervisor to the HoD for approval at the SHDB.

H.3.7 Students whose research proposals are referred back by the SHDB shall be required to present them again after all corrections are attended to. The re-submitted research proposal shall be accompanied by a table of corrections, signed by student and supervisor.

H.4 SUBMISSION OF THESES AND DISSERTATIONS FOR EXAMINATION

H.4.1 Notice of Intent to submit Thesis/Dissertation for Examination and Approval of Examiners

H.4.1.1 At least three (3) months prior (in the case of Master's thesis) or at least four (4) months (in case of PhD dissertation) to the scheduled date for the submission of the thesis/ dissertation, the respective higher degree students shall, through their supervisors and HoD, submit a written notice, declaring their intention to submit their theses/dissertations for examination (ANNEX 4A). This is in order to allow sufficient time to organize the approval of examiners (ANNEX 4B) before the thesis/dissertation is actually ready for examination.

H.4.1.2 Students who submit a notice of intent within a shorter period than specified in (F.1.2) above should note that the examination of thesis/dissertation might be delayed.

H.4.2. Approval of examiners for higher degree thesis or dissertation shall be done at HDegC level.

H.4.2.1. For Masters' by Course Work who do a mini thesis: upon receipt of the notice of intent from the student (ANNEX 4A), the Head of the Department shall complete and submit ANNEX 4B together with the abridged CV's (ANNEX 5A) of not more than 3 pages for internal and external examiners identified by the Department, to the SHDB for consideration and recommendation to HDegC for approval. Heads of Departments shall guard against any potential conflict of interest (ANNEX 5B) in the identification of examiners.

H.4.2.2 For LLM by Research and PhD thesis/dissertation, upon receipt of the notice of intent from the student (ANNEX 4A), the Faculty Postgraduate Coordinator shall alert the Executive Dean (ED) to facilitate the appointment of an Independent Chair (IC) in consultation with the HoD. The IC shall be a senior academic, at least at the rank of Associate Professor for Doctoral students and Senior lecturer/researcher for Master's students. The IC will be responsible for sourcing suitable examiners of thesis/dissertation and possibly chair the viva voce.

H.4.2.3 The HoD may recommend 4-6 possible names of examiners to the Independent Chair, who may or may not support/select from the list; and may source from elsewhere.

H.4.2.4 Supervisors are not allowed to recommend examiners for their students, but can propose a pool of potential examiners for consideration.

H.4.2.5 The IC shall complete, sign and submit ANNEX 4B together with the abridged CV's (ANNEX 5A) of not more than 3 pages for internal and external examiners as per his/her recommendation, to the SHDB through the department submission for consideration and recommendation to HDegC for approval.

H.4.2.6 The IC shall be a senior academic, not necessarily a subject area expert, and may be appointed from UNAM or other Universities.

H.4.2.7 at least two examiners recommended by the SHDB and approved by the HDegC shall examine every Master's thesis submitted. At least one of the examiners in each case must be external to the University of Namibia, except when the student is a staff member in which case all examiners must be external. The supervisor(s) should not be one of the examiners. In the case where no internal staff members are available/no expertise or the pool of internal examiners is too limited for examination, motivation for external examiners must be provided.

H.4.2.8 In the case of doctoral dissertations, at least three examiners shall be appointed, of whom two must be external to the University of Namibia, except when the student is a staff member in which case all examiners must be external. The supervisor(s) should not be one of the examiners. In the case where no internal staff members are available/no expertise or the pool of internal examiners is too limited for examination, motivation for external examiners must be provided.

H.4.2.9 Internal and external examiners shall be approved and appointed on the basis of their expertise, independent from appointment of external moderators already approved for modules in the specific programme.

H.4.2.10 External examiners of a particular thesis/dissertation may not be appointed from the same institution.

H.4.2.11 The examiner shall not have any direct involvement in the research project of the student and must declare any past or present (personal or professional) connections with the student. Before final appointment, all examiners must declare any direct conflict of interest (ANNEX 5B).

H.4.2.12 An examiner for Masters/Doctoral students must have a doctoral degree and expertise in the field of study that he/she is expected to examine. In addition, the examiner must have relevant research and publication experience.

H.4.2.13 Examiners of Thesis/Doctoral dissertation appointed from academic fraternity, including UNAM should be at Senior Lecturer/Senior Researcher level or above.

H.4.2.14 Examiners of Thesis/Doctoral dissertation appointed outside the academic fraternity, should provide evidence of expertise relevant to the research.

H.4.2.15 When the thesis/dissertation is ready to be submitted for examination, students with approval of the main supervisor (ANNEX 4C) shall submit a soft copy in Word version or other editable version to the relevant Faculty Postgraduate Coordinator, who will prepare the letters of appointment for their respective Faculties.

H.4.2.16 All theses and dissertations must be submitted together with a similarity report generated, with support from CLT, by a software as specified by the University, with a similarity level of 15% or below for Master and PhDs.

H.4.2.17 All theses and dissertations ready for examination must be submitted before or by 31 October of the previous year to be considered for graduation in April/May and before or by 30 April to be considered for September graduation.

H.4.2.18 Students submitting the thesis or dissertation for examination after the dates 31 October and/or 30 April are most like to delay their examination and graduation process.

H.4.2.19 For students who submit their theses/dissertations for examination before or by 31 October, the following shall apply:

(i) If, upon evaluation of Thesis/Dissertation, examiners recommend a pass with no corrections, a student is NOT required to register, provided that all subsequent requirements are fulfilled for the student to graduate.

(ii) If, upon evaluation of Thesis/Dissertation, examiners recommend a pass either with MINOR or MAJOR corrections, a student is NOT required to register, provided that all corrections are effected to the satisfaction of supervisor in time to be approved for graduation.

(iii) If a student fails to make the corrections by the end of the academic year, such a student will be required to register for the next academic year and pay both registration fees and 25% tuition fees.

(iv) A student whose examination reports require a resubmission or arbitration must register and pay full (100%) tuition fees.

(vi) All students whose theses/dissertations were submitted for examination on time and are awaiting their examination results shall not be required to register until their examination results are back from the examiners and any of the above conditions prevail.

H.4.2.20 A student whose thesis/dissertation was submitted between the 1 November and 31 January, will be required to register and pay 25% of tuition fees.

H.4.2.21 A student whose thesis/dissertation was submitted after 31 January, will be required to register and pay 100% tuition fees.

H.4.2.22 Registered students who submit their theses/dissertations for examination before or by 30 April shall be considered for September graduation provided all subsequent requirements are fulfilled for the student to graduate.

H.4.2.23 Students with NO re-admission status must appeal for re-admission for the subsequent academic year before submitting theses/dissertation for examination.

H.4.2.24 It is the duty of Faculty to ensure timeous dispatch of theses/dissertations and timeous receipt thereof. Faculties have to implement appropriate measures to ensure such timeliness. Late receipt of reports cannot serve as penalty to students to pay further registration or tuition fees. Examiners shall complete examination in the following periods:

- a) All Master's thesis = 4 weeks;
- b) Doctoral dissertation = 6 weeks

H.5 Viva Voce Examination for Students Registered by Research or Dissertation

H.5.1 In addition to writing a thesis or dissertation, higher degree students who are registered for Masters by research and all Doctoral students, shall appear for a viva voce examination, to defend the submitted work before a panel of examiners.

H.5.2 The viva voce shall be chaired by the Independent Chair who recommended examiners of the thesis/dissertation or any other duly appointed Chairperson.

H.5.3 The Centre for Research Services through Postgraduate Research Support Services Unit is responsible for administering the viva voce examinations for doctoral students while the respective Faculties/Schools/Departments are responsible for administering the viva voce examinations for Masters students.

H.5.4 The viva voce examination shall take place only after the Department through the Supervisor(s) is satisfied that the thesis or dissertation submitted by the student is considered by the examiners as a PASS; corrections are effected and table of corrections is prepared and signed by supervisor(s) and student.

H.5.5 The questions to be asked in the viva voce examination shall primarily be focused on the student's thesis or dissertation research area. The public can attend and are permitted to ask questions.

H.5.6 The viva voce panel shall consist of the Chairperson and examiners of the thesis or dissertation. The Postgraduate Faculty Coordinator shall be in attendance.

H.5.7 Supervisors of thesis/dissertation are required to attend the viva voce of their students, but do not form part of the panel.

H.5.8 The Chairperson of the viva voce panel shall be a senior academic (at least at the rank of Associate Professor for Doctoral students and Senior lecturer/researcher for Master's students) and shall not be one of the supervisors or examiners.

H.5.9 The main supervisor must provide the relevant Faculty PG Coordinator with an electronic copy of the corrected thesis or dissertation, who shall distribute it, together with copies of the examiners' reports, table of corrections and viva voce examination regulations to the panel members, at least, one week before the date of the viva voce examination.

H.5.10 All members of the viva voce panel must, therefore, acquaint themselves with the rules and regulations of the higher degree viva voce examination process.

H.5.11 The functions of the viva voce panel shall be: a) to ascertain that:

- i. the thesis/dissertation presented (the data, methodology, analysis and findings) is the original work of the student,
- ii. the shortcomings identified during the examination process have been addressed,
- iii. the broader subject area in which the study is based is fully grasped by the student,

iv. any weaknesses in the thesis/dissertation can be adequately clarified by the student; and

b) to make a definite recommendation to HDegC through the SHDB, as to whether the student be deemed to have passed or failed the thesis/dissertation (ANNEX 11).

H.5.12 The viva voce panel shall, as far as possible, endeavor to reach a unanimous decision on the student's performance. Where the panelists are unable to reach a consensus as to whether the student passes or fails, a vote may be taken to arrive at a reasonable decision. A MAJORITY VOTE shall be required for reaching a final verdict on the viva voce examination.

H.5.13 At the end of the viva voce, the panel shall sign a viva voce Examination Results Form (ANNEX 11) making a specific recommendation to HDegC through the SHDB on the student's performance.

H.5.14 The Chairperson of the panel shall also submit to the HoD comprehensive report (ANNEX 12) signed off by the viva voce panelists, this should be done within one week of the viva voce examination. The report shall include, an attendance register, challenges faced with the viva voce examination, a summary of the presentation, the discussion during the viva voce examination, any strong/weak points identified during the presentation and discussions, including any specific recommendations to the student.

H.5.15 The duration of the viva voce shall normally not exceed two hours for Masters and three hours for PhD. The presentation for viva voce shall follow a template as given in ANNEX 24.

H.5.16 The recommended outcome of the viva- voce shall be approved as part of the examination results by HDegC.

H.10. SUBMISSION OF FINAL BOUND THESES/DISSERTATIONS

H.10.1 After all the corrections as recommended by the examiners (including those from the viva voce, where applicable) have been made to the satisfaction of the supervisor(s), and examination marks approved by HDegC, a spiral ring bound copy shall be submitted to Postgraduate Research Support Services Coordinator for inspection.

H.10.2 Upon satisfaction with ready-to-bind-copy, student shall be required to bind and submit one fully bound copy of the thesis or dissertation to the Postgraduate Research Support Services Coordinator (CRS), with ANNEX 6B, before graduation. A completed and signed checklist (ANNEX 6B) shall be submitted together with lists of approved students for graduation to the Office of the Registrar

H.10.3 Final electronic version of the thesis or dissertation compiled as a single document in PDF format shall be submitted to Postgraduate Research Support Services Coordinator and subsequently to the Library to be uploaded and registered in the UNAM repository, before graduation.

H.11. COLLABORATIVE HIGHER DEGREE PROGRAMMES

H.11.1 Through collaborative arrangements, higher degree students may undertake part of their studies with other institutions of higher learning that the University is collaborating with, as per Joint Qualifications and Double Degrees Policy.

H.11.2 Registration of students on collaborative programmes shall be guided by the particular Memorandum of Understanding/Agreement.

H.11.3 The implementation of collaborative programmes should adhere to terms and conditions stipulated in the Memorandum of Understanding/Agreement.

H.11.4 Students registered for higher degrees may go on a student exchange programme provided that the programme is aligned to their field of studies and that there is a signed agreement between the institutions as per University exchange programme regulations.

H.12 BREAK-IN-STUDIES, LEAVE OF ABSENCE AND RE-ADMISSION

Break in Studies

H.12.1 Students who are unable to register for a specific year are expected to apply before or by 31 October for a break in studies for the subsequent academic year, to the SHDB through the Postgraduate Faculty Coordinator, for a maximum period of one academic year. Reasonable justifications for a break-in-studies should be provided (see ANNEXA Break in Studies Form).

H.12.2 Students who are unable to register for a specific semester are expected to apply for a break in studies for the subsequent semester year, to the SHDB through the Postgraduate Faculty Coordinator, for a maximum period of one semester. Reasonable justifications for a break-in-studies should be provided (see ANNEX 14A Break in Studies Form).

H.12.3. The Postgraduate Faculty Coordinator compiles a list of approved students for a break-In-studies and submit to the relevant Faculty Officer, to be captured on the system.

H.12.4 When a student is on an approved break-in-studies, the year of non-registration shall not count as part of the duration of the study.

H.12.5 To resume their studies after a break-in-studies, students must complete and submit ANNEX 14B (Resumption of Studies Form) to the Postgraduate Faculty Coordinator, by the 31 October to re-activate their registration for the subsequent academic year.

H.12.6 When a student is on an approved break-in-studies, no academic services, such as supervision of thesis/dissertation should be provided.

H.12.7 A student is only permitted to apply for a break-in-studies two times for the duration of the specific registered program. Leave of Absence

H.12.8 Students experiencing challenges during their studies are encouraged to apply for leave of absence. Failure to do so, may evoke a no-readmissions result where maximum study periods are exceeded.

H.12.9 Leave of absence shall be granted as per guidelines provided by the Office of Registrar. Leave of absence shall not be granted for a period equivalent to a full academic year.

H.12.10 Students who are unable to attend classes/tests or any other academic activities for extended period of time for any reason including maternity, death of a relative, sickness or hospitalisation, must complete leave of absence form (obtainable from the Office of the Registrar), and supply the necessary documentation to the relevant academic HoD.

H.12.11 The leave of absence form must be commented on and signed by all lecturer (s)/ supervisor (s) concerned.

H.12.12 Final approval for leave of absence rests with the relevant HoD.

H.12.13 It shall be the responsibility of the student to make up for missed academic activities.

H.12.14. Academic services, such as consultation and supervision shall be provided during their leave of absence, when required.

Re-Admission of Registered Students

H.12.15 Students who have exceeded their prescribed number of years shall not be allowed to continue with their studies unless they apply and are approved for re-admission (ANNEX 19B)

H.13. WRITING OF RESEARCH PROPOSALS, THESIS/DISSERTATION MANUSCRIPT

1 Typing/Word-Processing

The document must be typed and printed on good quality white A4 paper. The typescript must be clear, Times New Roman, font size 12, double spaced (2.0.) and on one side of the paper. Discipline specific font styles and format may apply.

2 Pagination

The preliminaries (i.e., parts preceding the Introduction) must be in lower case Roman numerals (i.e.: (i), (ii), (iii), (iv)...), beginning with the title page which should not be numbered. The pages in the main body of the document should be numbered in Arabic numerals (i.e.: "1", "2", "3", "4" ...) consecutively throughout. The page numbers should be centred in the lower margin.

3 Margins

The left margin must be 4.0 cm; the right-hand margin must be 2.5 cm; the top margin must be 2.5 cm, and the bottom margin must be 2.5 cm.

The title page must be organised according to (ANNEX 13A and 13B)

5 Components of the preliminary pages (Each starting on a separate page)

5.1 Abstract

Following the title page, the mini thesis/thesis/dissertation shall contain an abstract which concisely and comprehensively summarises the essential points and conclusions emanating from the research. The abstract should be between 200-300 words (not exceeding 1 page) in the case of Master's theses, and 300- 400 words (not exceeding 2 pages) for Doctoral dissertations. Furthermore, it should include the purpose of the study, a brief overview of the methodology used, the main findings, major conclusions and recommendations. The abstract should neither contain headings nor paragraphs. The line spacing of the abstract should be 1.5.

5.2 List of Publication(s)/Conference(s) Proceedings

A list of publications and conference presentations by the student, that was part of their study, should be listed in this section, where applicable. Any publication from the thesis/dissertation must show the University of Namibia as the student's affiliation.

5.2 Table of Contents

The table of contents shall be generated with a minimum level of three subheadings and up to a maximum of 5 subheadings level, when applicable.

5.3 List of Tables

If there is a list of Tables, these should be consecutively numbered in Arabic numerals following the guidelines of the relevant Department/Faculty approved referencing style.

5.4 List of Figures

If there is a list of Figures, these should be consecutively numbered in Arabic numerals following the guidelines of the relevant Department/Faculty approved referencing style.

5.5 List of Abbreviations and/or Acronyms

Acronyms and non-standard abbreviations should be listed alphabetically in bold; the definitions should not be bolded.

5.6 Acknowledgements

The document shall also contain an Acknowledgements section, in which a student expresses appreciation and gratitude to all the people and institutions, which rendered help in the course of the study.

5.7 Dedication

If the candidate wishes to dedicate the document to any person or entity, the dedication should be concisely written, and should appear in the preliminaries.

5.8 Declarations

The document shall contain the various declarations as outlined in (ANNEX 21). The declaration should be dated and signed by the student.

5.9 Body of the Thesis/Dissertation

5.9.1 Masters Theses should broadly follow the outline in the proposal. In addition, it should include results, discussions, conclusions and recommendations as detailed below. Tables, text figures, diagrams and photographic illustrations should be numbered in separate sequence, and be referred to by number in the text. Each table and figure should have a concise but comprehensive caption. The illustrations should be of publishable quality (600 dot per image (dpi) or higher).

5.9.1 Presentation of Results:

- a) Data should be presented in a clear, concise and informative manner.
- b) A variety of forms may be used to present data, however the same data must not be presented in more than one form (e.g. tables and figures)

5.9.2 Discussions:

- a) Should not merely be a description of the findings (tables and figures) in words, but a critical analysis and synthesis of the results.
- b) Should demonstrate insight and understanding of the findings.
- c) Results and findings must be discussed in context and linked to literature and the stated research purpose.

d) The discussion must address the objectives/hypotheses and/or questions of the study

5.9.3 Conclusions:

a) This should not be a repeat of the results and /or discussion

b) It should relate directly to the main objective(s) of the study.

c) It must indicate whether the problem was solved, what was learned through the research, what remains to be learned, weaknesses and shortcomings, strengths as well as possible applications of the study (how it can be used).

5.9.4 Recommendations

a) Must emanate from the research findings and must be feasible

b) Gives opinion on what measures should be adopted to solve the problem based on the conclusions made.

c) May endorse the research findings as the solution to the problem or may propose an alternative route.

d) Identify information gaps or inconsistencies and suggest further studies to address these.

5.9.5 References

Should follow the Department/Faculty specific referencing style.

5.8.6 Appendices

Should be numbered sequentially and can include the following:

a) Ethical Clearance Certificate

b) Research Permission Letter

c) Other relevant permissions (where applicable), e.g., collection permits, informed consent documents, etc.

d) Data Collection Instruments such as questionnaires, interview protocols, pre and post-tests etc.

e) Any other relevant data such as supplementary information, raw data etc.

6 Doctoral Dissertations

- should follow a stand-alone chapter approach. Tables, text figures, diagrams and photographic illustrations should be numbered in separate sequence, and be referred to by number in the text. Each table and figure should have a concise but comprehensive caption. The illustrations should be of publishable quality (600 dpi or higher).

6.1 Introduction Chapter (Chapter 1)

This chapter must introduce the study and provide a comprehensive overview of the research problem, and broadly follow the guideline as indicated in Section 1., above.

6.2 Literature Review (Chapter 2)

6.2.1 This chapter must provide a comprehensive literature review.

6.2.2 This should demonstrate critical understanding and comprehension of the current state of knowledge in the area of research and lead to the motivation for the study.

6.2.3 The literature should focus on recent developments in the area of study.

P.3 Proceed using the Standard Guidelines for thesis/dissertation

6.4 Concluding Chapter

This chapter integrates all findings of the study and conclusions with feasible recommendations or reflections. Original contribution(s) to knowledge must be clearly pointed out.

6.5 Language

The presentation of the thesis or dissertation shall be in English. The use of a language other than English requires approval of the SHDB. In such cases, the abstract must be in both English and the approved language.

7 Length of Theses/Dissertations

The suggested guidelines are as follows (A4 double spacing):

7.1 Master's theses for coursework programmes (Mini Theses):

The recommended length of Mini theses for coursework programmes is as follows:

- a) Mini Theses with less than 100 credits: a minimum of 15,000 words and a maximum of 22,000 words (not exceeding 90 pages).
- b) Mini Theses between 100–140 credits: a minimum of 18,000 words and a maximum of 30,000 words (not exceeding 120 pages).
- c) Mini Theses above 140 credits: a minimum of 30,000 words and a maximum of 37,000 words (not exceeding 150 pages).

7.2 Master's theses (by research):

The recommended length of a Master's thesis is a minimum of 30,000 words and a maximum of 45,000 words (not exceeding 180 pages).

7.3 Doctoral Dissertations:

The recommended length of a Doctoral dissertation is a minimum of 46,000 words and a maximum of 75,000 words (not exceeding 300 pages).

8 Binding of Theses/Dissertations

P.8.1 Students should ensure that when binding the theses/dissertations, the spine shall contain the name of the student, the degree for which it was submitted, and the year of degree award (graduation year).

8.2 The colour of the cover for Master's theses shall be red and that for Doctoral Dissertations shall be black.

8.3 Refer to ANNEX 13A and ANNEX 13B for approved text on the Thesis/Dissertation cover.

H. 14 MATTERS OF DISPUTES AND RESOLUTION

1.1. All matters of disputes shall be submitted through the relevant channels of communications, within a reasonable time.

1.2 In the event that a dispute arises between two or more of the parties involved a particular higher degree's study, namely the student and one or more supervisors, and they are unable to resolve the dispute they should approach the Head of Department (HoD) to resolve the matter.

1.3. If the matter is not resolved and after exhausting the departmental processes, any of the aggrieved parties may approach the Associate Dean (AD) responsible for school higher degrees studies to resolve the dispute.

1.4. If the Associate Dean is unable to resolve the dispute, then the next office is the Executive Dean of the Faculty to take steps to resolve the dispute.

1.5. In the event of a dispute related to the outcome of the higher degrees, and that such a dispute is not resolved at the Faculty level, the case shall be referred to the Chairperson of the HDegC for the final consideration and resolution.

ANNEX 1A:

SUPERVISION UNDERSTANDING BETWEEN STUDENT AND SUPERVISOR
CENTRE FOR RESEARCH SERVICES
This **supervision agreement** between

Name of student:

Student number:

Faculty:

Department:
and (on behalf of UNAM)

Name of supervisor:

Department:
And (if applicable)

Name of co-supervisor:

Department:

Regarding post-graduate research for the degree of:

Research topic:
.....
.....
.....
.....

By signing this document, both student and supervisor(s) acknowledge their understanding and obligations of the general expectations and responsibilities regarding the supervision of the thesis/dissertation as contained in the UNAM Higher Degrees Policy and Regulations.

..... Name of Student Signature Date
..... Name of Supervisor Signature Date
..... Name of co-supervisor (where applicable) Signature Date
..... Name of Department HoD Signature Date

ANNEX 1B:

**WILLINGNESS ON CONTINUING SUPERVISION OF STUDENT
(After Retirement or Resignation of Supervisor)
CENTRE FOR RESEARCH SERVICES**

I, am willing to continue supervising
student (name of student and student number).....
after my retirement/resignation.

For the degree of:

.....

Research topic:

.....
.....
.....
.....
.....
.....

Name of Supervisor

Signature

Date

.....

.....

.....

Name of Department HoD

Signature

Date

.....

.....

.....

PROGRESS REPORT
(To be completed by student)
CENTRE FOR RESEARCH SERVICES
Semester....., 20.....

Student Name:

Student Number:Faculty

Higher Degrees Programme Student is enrolled in:

Student Contact Details Tel and Email Address:

Mode of study: Full Time/Part Time:

Academic year of first registration:

Research Title:

Supervisor's Name:

PROGRESS TO DATE:

a) On a scale of 1 to 5 (with 1 being poor and 5 excellent), indicate your progress according to your plan of study. If you rate 1-2, please provide details on a separate page.	1	2	3	4	5
b) Please indicate the frequency of your face to face academic consultation this semester with your supervisor 0 1-3 4-6 >6	0	1-3	4-6	>6	
c) Please indicate the frequency of other forms of academic communication with your supervisor (never, less frequent, more frequent) Telephone e-mail social media	Telephone				
	e-mail				
	Virtual				
a) Since your last/previous progress report, have you progressed from one stage to another stage with your thesis/dissertation?	YES			NO	
If no, please elaborate					
e) At what stage of your thesis/dissertation are you now? Tick the stage	Topic & Proposal stage				
	Ethical clearance				
	Literature search				
	Methodology				
	Data Collection				
	Analysis & Write up				
	Submit intent to submit thesis/dissertation				
f) i. Are there any other problems/issues that you would like to draw to the attention of the Faculty/Centre for Research Services?	YES			NO	
ii. If yes, have you discussed these problems with your supervisor or Head of Department?	YES			NO	
iii. Has the problem been resolved?	YES			NO	
iv. Do you require any further intervention to address these issue(s)?					
Please elaborate your responses in (f) here					

Comments: (You may use a separate page for your comments)

.....
Name of student

.....
Signature

.....
Date

.....
Name of Departmental HOD

.....
Signature

.....
Date

.....
Name of Faculty PG Coordinator S

.....
Signature

.....
Date

ANNEX 3B:

PROGRESS REPORT
 (To be completed by each supervisor, main and co-supervisors)
CENTRE FOR RESEARCH SERVICES
 Semester.....20.....

Student Name:

Student Number:

Postgraduate Programme Student is enrolled in:

Student Contact Details Tel and Email Address:

Mode of study: Full Time/Part Time:

Academic year of first registration:

Research Title:

Supervisor's Name:

PROGRESS TO DATE:

d) On a scale of 1 to 5 (with 1 being poor and 5 excellent), indicate your progress according to your plan of study. If you rate 1-2, please provide details on a separate page.	1	2	3	4	5
e) Please indicate the frequency of your face to face academic consultation this semester with your student 0 1-3 4-6 >6	0	1-3	4-6	>6	
f) Please indicate the frequency of other forms of academic communication with your supervisor (never, less frequent, more frequent) Telephone e-mail social media	Telephone				
	e-mail				
	Virtual				
b) Since your last/previous progress report, has the student progressed with the thesis/dissertation? If no, please elaborate	YES			NO	
e) At what stage of your thesis/dissertation is the student now? Tick the stage	Topic & Proposal stage				
	Ethical clearance				
	Literature search				
	Methodology				
	Data Collection				
	Analysis & Write up				
	Submit intent to submit thesis/dissertation				
f) i. Are there any other problems/issues that you would like to draw to the attention of the Faculty/Centre for Research Services?	YES			NO	
ii. If yes, have you discussed these problems with your student or Head of Department?	YES			NO	
iii. Has the problem been resolved?	YES			NO	
iv. Do you require any further intervention to address these issue(s)? Please elaborate your responses in (f) here					

Comments: (You may use a separate page for your comments)

.....
Name of Supervisor

.....
Signature

.....
Date

.....
Name of Department HoD

.....
Signature

.....
Date

.....
Name of Faculty PG Coordinator

.....
Signature

.....
Date

RECOMMENDED FORMAT OF SUMMARIZE CURRICULUM VITAE

CENTRE FOR RESEARCH SERVICES

The abridged CV should not be more than three-page long

Title: Initials:		
Surname:		
Name/s:		
Academic or equivalent institution to which affiliated:	Past:	Present:
Current Academic Rank		
Work and employment experiences	Past:	Present:
Physical Contact Details (Courier Delivery Address):		
Telephone numbers	Office:	Cell:
Email address/		
Academic Qualifications and Year Obtained/Institution	Qualification/s & Year/s Obtained	
Area/s of Expertise/Specialisation	Primary	Secondary
Record of publications in the last 10 years		
ARTICLES IN PEERED REVIEWED JOURNALS/PROCEEDINGS (top 10 recent)		
Title & Authors: Journal/Proceedings Name		
NATIONAL AND INTERNATIONAL CONFERENCES (top 10 recent)		
Title & Authors & Conference		
CONTRIBUTION IN BOOKS, CHAPTERS IN BOOKS ECT.		
Title & Authors, Book & ISBN		
LIST OF KEY RESEARCH PROJECTS UNDERTAKEN OR COORDINATED FOR THE LAST 10 YEARS, (top 5 recent)		
RECORD OF POSTGRADUATE STUDENT SUPERVISION FOR THE LAST 10 YEARS (top 5 recent)		
Title or Student Role Main/Co Supervisor		
EXAMINATION OF POST GRADUATE THESIS/DISSERATION		
Title/Student & M/PhD		
OTHER ACADEMIC RELATED EXPERIENCES/ACHIEVEMENTS		

ANNEX 5B:

**WILLINGNESS TO SERVE AS EXAMINER AND DECLARATION OF CONFLICT OF INTEREST
(to be completed by examiner)
CENTRE FOR RESEARCH SERVICES**

I, am willing to serve as examiner for student
..... and hereby declare the following possible areas of conflict of interest regarding the
examination of the thesis/dissertation titled:

.....
.....
.....

POSSIBLE AREA OF CONFLICT	DETAILS
Family (e.g. cousin, in-law)	
Other Personal relationship (e.g. friend)	
Professional (e.g. colleague, research collaborator, co-author)	
Others	
None	

.....
Name of Examiner

.....
Signature

.....
Date

ANNEX 6B

CHECKLIST FOR SUBMITTING BOUNDED THESIS/DISSERTATION
(To be completed by the supervisor)
CENTRE FOR RESEARCH SERVICES

Faculty:.....

Department:

Degree registered for:

Name of Student:

Student Number:

Title of thesis/dissertation:

Name(s) of supervisor(s):

.....

.....

Abstract	YES	NO
Right Colour Binding	YES	NO
Correct Graduation Date	YES	NO
Soft Copy Pdf	YES	NO
Declaration Signed	YES	NO

ANNEX 7:

**TEMPLATE OF EXAMINER APPOINTMENT LETTER
CENTRE FOR RESEARCH SERVICES**

Date

Examiner Physical Address

Telephone

E-mail

Dear Prof/Dr XXX

Examination of Thesis/Dissertation: Mr./Ms. XXX

I am pleased to inform you that you have been appointed as an examiner for the above-mentioned student. The manuscript is enclosed herewith. Attached, also find the guidelines for the compilation of the report and the relevant forms to be filled in. Please return the comprehensive report and completed forms in electronic format within 4 weeks (Masters)/ 6 weeks (PhD) from the date of receipt of the manuscript to the Postgraduate Faculty Coordinator (xxxxx@unam.na.).

Please acknowledge receipt of the manuscript. Should you be unable to complete the examination by the indicated time frame, given your other commitments, kindly inform me accordingly.

Best regards

Name and Surname
Postgraduate Faculty Coordinator
Faculty of xxxxxxxx
University of Namibia

ANNEX 8:

**MARK ALLOCATION OF MASTER'S THESIS
CENTRE FOR RESEARCH SERVICES**

Name of Student:

Student Number:

Thesis title:
.....

Assessment Criteria	Allocated mark	Maximum mark
Title: (appropriateness, clear and informative)		2
Abstract: (concise, outlines aim of study, methodology, findings and conclusions)		4
Introduction: background/orientation of study (sufficient and relevant)		3
Introduction: problem statement (clear and logical progression from literature to aims of the study)		3
Introduction: objectives/hypothesis/research questions (well formulated and relevant to the problem statement)		3
Literature review: (relevant, recent, critical, comprehensive and logically/theoretical integrated)		10
Research methods: (clear, detailed, informative, appropriate and supported by literature)		10
Results: Data collected (adequate and relevant)		7
Results: Data analysis (appropriate, relevant to aims and objectives/hypotheses/research questions)		10
Results: Data presented (technical aspects, appropriate, concise, informative and clear)		7
Discussions: Critical, comprehensive, logically integrated, linked to literature, acknowledgment and discussion of limitations, significance and implications of the findings		25
Conclusion and recommendations: clear, concise and supported by data, findings must relate/respond to the objectives/hypotheses/research questions. Recommendations must be linked to the findings		5
Contribution to knowledge: originality and relevance to subject area		3
References: Appropriate format, consistency between in-text citation and reference list		5
Language and technicalities: clear and legible language use and format		3
TOTAL		100

.....
Name of Examiner

.....
Signature

.....
Date

ANNEX 9A:

**SUMMARY OF EXAMINATION RESULTS (MASTER THESIS)
CENTRE FOR RESEARCH SERVICES**

Name of student:

Thesis title:

.....

Department:.....

School:.....

Faculty:.....

	EXAMINERS RECOMMENDATIONS	(X)
1.	Thesis PASSES subject to NO CORRECTION corrections Mark allocated: (≥ 50%)	
2	Thesis PASSES subject to MINOR corrections Mark allocated: (≥ 50%)	
3.	Thesis PASSES subject to MAJOR corrections as indicated in the report Mark allocated: (≥ 50%)	
4.	Thesis MUST BE RE-SUBMITTED FOR RE-EXAMINATION after one or more of the following (specify): (No mark to be allocated)	
	4.1 Additional literature review	
	4.2 Additional data collection	
	4.3 Additional data analysis	
	4.4 Thesis re-write	
	4.5 Other (specify in Main Report)	
4.	Thesis FAILED (reasons specified in Main Report). Mark allocated: (≤ 50%)	

.....
Name of Examiner

.....
Signature

.....
Date

Interpretation of the grading scale:

% Equivalence	Interpretation
80 and above	Distinction
70 – 79	Very Good
60 – 69	Good
50 – 59	Satisfactory
49 and below	Fail

**SUMMARY OF RE-EXAMINATION RESULTS (MASTER THESIS))
CENTRE FOR RESEARCH SERVICES**

Name of student:

Dissertation Title:
.....
.....

Department:.....

School:.....

Faculty:.....

	EXAMINERS RECOMMENDATIONS	(X)
1.	Thesis PASSES subject to MINOR corrections	
2.	Thesis PASSES subject to MAJOR corrections as indicated in the report	
3.	Thesis MUST BE RE-SUBMITTED FOR RE-EXAMINATION after one or more of the following (specify):	
	3.1 Additional literature review	
	3.2 Additional data collection	
	3.3 Additional data analysis	
	3.4 Thesis re-write	
	3.5 Other (specify in Main Report)	
4.	Thesis FAILED (reasons specified in Main Report). (≤ 50%)	

.....
Name of Examiner

.....
Signature

.....
Date

Interpretation of the grading scale:

% Equivalence	Interpretation
80 and above	Distinction
70 – 79	Very Good
60 – 69	Good
50 – 59	Satisfactory
49 and below	Fail

ANNEX 10:

**SUMMARY OF EXAMINATION RESULTS (PhD/DOCTORAL DISSERTATION)
CENTRE FOR RESEARCH SERVICES**

Name of student:

Dissertation Title:
.....
.....

Department:.....

School:.....

Faculty:.....

	EXAMINERS RECOMMENDATIONS	(X)
1.	Dissertation PASSES subject to NO corrections	
2.	Dissertation PASSES subject to MINOR corrections	
2.	Dissertation PASSES subject to MAJOR corrections as indicated in the report	
3.	Di MUST BE RE-SUBMITTED FOR RE-EXAMINATION after one or more of the following (specify):	
	3.1 Additional literature review	
	3.2 Additional data collection	
	3.3 Additional data analysis	
	3.4 Dissertation re-write	
	3.5 Other (specify in Main Report)	
4.	Dissertation FAILED (reasons specified in Main Report). (≤ 50%)	

.....
Name of Examiner

.....
Signature

.....
Date

Interpretation of the grading scale:

% Equivalence	Interpretation
80 and above	Distinction
70 – 79	Very Good
60 – 69	Good
50 – 59	Satisfactory
49 and below	Fail

ANNEX 11:

**VIVA VOCE EXAMINATION RESULTS FORM
(NO MARK SHOULD BE ALLOCATED – ONLY PASS/FAIL)
CENTRE FOR RESEARCH SERVICES**

(To be attached to the detailed report by the Viva Voce Chairperson)

Name of Student:

Degree registered for:

Thesis/Dissertation Title:
.....
.....

Date:

No.	EXAMINERS' RECOMMENDATION	(X)
1.	PASS	
1.1	Student PASSES and NO additional adjustments are required.	
1.2	Student PASSES SUBJECT TO MINOR corrections and revisions	
	Student PASSES SUBJECT TO MAJOR corrections and revisions	
2.	FAIL	
2.1	Student FAILS, but should be given another chance of defending the thesis/dissertation after rectifying the identified weaknesses	
2.2	Student FAILS	

Name and Surname	Designation	Affiliation	Signature
Chairperson			
External Examiner			
External Examiner			
External Examiner			
Internal Examiner			

- The VIVA VOCE Panel Chairperson should prepare a more detailed report according to the regulation **under Viva voce Examinations.**
- *In case of disagreement, each panellist shall show against his/her signature which recommendation (e.g., 1.1, 1.2, 2.1 or 2.2) s/he prefers.*

TEMPLATE FOR VIVA VOCE CHAIRPERSON REPORT
CENTRE FOR RESEARCH SERVICES

Name of Student:

Degree registered for:

Thesis/Dissertation Title:
.....
.....

Date of Viva Voce examination :

- 1. Panel members in attendance
- 2. Challenges faced with the examination (e.g. logistical arrangements)
- 3. Summary of the presentation by the student
- 4. Summary of the discussions during the examination
- 5. Strong and/or weak points identified during the presentation and discussions
- 6. Specific recommendations to the student where applicable

We hereby declare that this report is a true reflection of the Viva Voce examination:

Name	Designation	Affiliation	Signature
Chairperson			
External Examiner			
External Examiner			
External/Internal Examiner			
Internal Examiner			

External panelists who are unable to sign off the report must acknowledge approval of the report via e-mail

ANNEX 13A

MINI THESIS/THESIS/DISSERTATION COVER PAGE

CENTRE FOR RESEARCH SERVICES

EVALUATION OF SELECTED NAMIBIAN MEDICINAL PLANTS FOR ANTI-HIV PROPERTIES

NAME OF STUDENT

MONTH AND YEAR OF GRADUATION

ANNEX 13B

**RESEARCH PROPOSAL/SUMMARY/MINI THESIS/THESIS/DISSERTATION
TITLE PAGE**

CENTRE FOR RESEARCH SERVICES

EVALUATION OF SELECTED NAMIBIAN MEDICINAL PLANTS FOR ANTI-HIV PROPERTIES

**A RESEARCH PROPOSAL/ A MINI THESIS/THESIS/DISSERTATION SUBMITTED IN PARTIAL
FULFILMENT/FULFILMENT OF THE REQUIREMENTS FOR THE DEGREE OF
MASTER OF SCIENCE (SPECIFIC DEGREE NAME IN FULL)/DOCTOR OF PHILOSOPHY IN
SCIENCE (BIOLOGICAL SCIENCES)**

**OF
THE UNIVERSITY OF NAMIBIA
BY**

.....
(NAME OF STUDENT)

.....
(STUDENT NUMBER)

.....
MONTH AND YEAR OF GRADUATION

MAIN SUPERVISOR: Name

(Affiliation).....

CO-SUPERVISOR(S): Name

(Affiliation).....

**NB: Indicate in fulfilment when there is no coursework and in partial fulfilment when there is
Coursework**

**ANNEX 14
BREAK IN STUDIES
(To be completed by the student)
CENTRE FOR RESEARCH SERVICES
To: Chairperson,
School Higher Degrees Board**

Date
Name of Student:
Student Number:
Department:
School:

Faculty.....

Higher Degrees Programme Student is enrolled in:
.....

Student Contact Details Tel and Email Address:
.....

Mode of study: Full Time/Part Time:

Academic Year of first
Registration.....

Reasons for Break in Studies.....

Break in Studies Academic
Year.....

.....
Name of Student Signature Date

.....
Name of Supervisor Signature Date

.....
Name of HoD Signature Date

Name of the Co-Supervisor

Signature of the Co- Supervisor

Date:

Name and Signature of the Faculty PGSC Chairperson:

Date:.....

**TEMPLATE OF RESEARCH PERMISSION LETTER
CENTRE FOR RESEARCH SERVICES**

Student Name:.....

Student number:.....

Programme:.....

Approved research title:.....

TO WHOM IT MAY CONCERN

I hereby confirm that the above-mentioned student is registered at the University of Namibia for the programme indicated. The proposed study met all the requirements as stipulated in the University guidelines and has been approved by the relevant committees.

The proposal adheres to ethical principles as per attached Ethical Clearance Certificate. Permission is hereby granted to carry out the research as described in the approved proposal.

Best Regards

Name: xxxxxx Date
Head: Postgraduate Research Support Services
Tel: xxxxxx
E-mail: xxxxx@unam.na

.....
Date

NOTIFICATION FOR RESUMPTION OF HIGHER DEGREE STUDIES
 (to be completed by student)
CENTRE FOR RESEARCH SERVICES

ATTENTION: Faculty Officer

Break in Studies Academic Year:

--	--	--	--

Studies Resumption Academic Year:

--	--	--	--

This note serves to inform my Department/School/Faculty of my readiness to resume my academic studies.

Name:											
Student number:											

Telephone Number	
Email Address	
Study Programme	
Department	
School	
Faculty	

..... Name of Student Signature Date
..... Name of Supervisor Signature Date
..... Name of HoD Signature Date
..... Faculty PG Coordinator Signature Date
..... Faculty Officer Signature Date

TEMPLATE OF A CONCEPT NOTE
CENTRE FOR RESEARCH SERVICES

(guide to all HD students, studying by Research only or doing doctoral studies)

1. Tentative Title
2. Brief Introduction of Study
3. Purpose of Study
4. Brief Preliminary Literature Review
5. Rationale/ Significance of Study
6. Brief Methodology
7. Preliminary References

The concept note should not be more than 2 pages (Masters) and not more than 3 pages (PhD)

ANNEX 24

**VIVA VOCE PRESENTATION OUTLINE TEMPLATE
CENTRE FOR RESEARCH SERVICES**

1. Research Title/Topic
2. Overall Background of Study
3. Main Objectives/Questions/Hypothesis of the Study
4. Theoretical/Conceptual Framework, when applicable
5. Data Sources and Methods of Analysis
6. Discussion of Results/Findings
7. Contribution to knowledge (subject area)
8. Conclusions/Recommendations

Prospectus 2024