

FACULTY OF ECONOMIC AND MANAGEMENT SCIENCES

Guidelines for Dean's Concession Assessment (DCA) for final-year undergraduate students of 2024

- To qualify for the DCA, you have to be registered as a final-year undergraduate student in 2024.
- You have to be registered for the relevant module(s) at Stellenbosch University in the year before the DCA in January, that is in 2024.
- Final-year students from other faculties who are enrolled for EMS modules, must verify DCA rules applicable to their specific faculties.
- Only students who have a valid final mark may have access to the DCAs. For a valid final mark, the student has to:
 - complete at least one of A2/A2S2 or A3, and
 - complete at least two main assessment opportunities for semester modules or at least three main assessment opportunities for year modules. **Students therefore do not have to complete all main assessments to get access to the DCA**, and
 - meet any other requirements, for example participation percentage and/or level of competency. Check the module framework for more information.
- You will be able to establish your final outcome on your academic transcript or SUNStudent in the comment column next to your final mark:
 - If your final outcome is a "fail" comment, it means that you have a valid final mark for this module and you may therefore qualify for a DCA (provided that you meet the other DCA requirements).
 - If your final outcome is "insufficient assessments attempted," you do not have a valid final mark and you therefore do not qualify for a DCA.

The following rules apply to the DCA in the Faculty of Economic and Management Sciences:

- A DCA may be granted if:
 - a student is 33 credits or fewer short of a degree, diploma or certificate (for a maximum of two modules),
or
a student is one module of 48 credits or fewer short to graduate (if it is the only module that the final-year student needs to graduate), and
 - a final average mark of at least 35% has been achieved in the relevant modules of a maximum of 48 credits.

- The highest mark you can obtain for passing a DCA is 50%.
- Students registered for programmes within other faculties must follow the DCA guidelines applicable to those faculties.
- All DCAs will be written during a single assessment sitting **in January 2025** before the commencement of lectures. No further assessment papers will be set for this purpose.
- The assessment sitting will take place in the lecture halls of the Van der Sterr and CGW Schumann buildings. The specific venue will be communicated in due time (January 2025) on the website of the Faculty at www.sun.ac.za/ems. You can also confirm your venue in the foyer of the CGW Schumann building on the day of the assessment. Please ensure that you arrive at your venue at least 30 minutes prior to the assessment.
- Verify your academic results after the November assessments and, should you qualify, remember to register **as soon as possible** for the DCA using the link below.
- Register electronically by **10 January 2025** for the DCA via the registration link below.
- Once you have submitted the application form, please wait for communication from the Registrar's Division.
- E-mails from the Registrar's Division will be sent from December 2024 to those students who have already registered to confirm that they qualify for, and have received admission to, the DCA.

DCA link: <https://forms.office.com/r/kAG6wn6VDw>

Please note: Even if you have met the requirements to write the DCA, you must register. If you do not follow the registration procedure, we shall not be able to effectively prepare for the DCA opportunity.

Should you have any further questions, please contact the EMS Faculty Officers in the Registrar's Division at registrarems@sun.ac.za.