

Teaching practice placement information

All professional teaching qualifications have teaching practice as a compulsory component of the curriculum. All students are required to submit their DSAR25 / DSAR27 forms to the Teaching Practice Office for their placement to be processed and finalised.

After registering, please send your school stamped form via e-mail or fax to the relevant placement office. Please visit <http://www.unisa.ac.za/contact> for the correct contact information.

The teaching practice period is from February to September (this period may differ according to your portfolios / assignments submission due dates).

Students living outside the Republic of South Africa are also allowed to do their teaching practice in South Africa (submit the DSAR27 form to teachsi@unisa.ac.za).

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

If you are registered for a BEd in Early Childhood Education or the Foundation Phase, your teaching practice must be divided between a Pre-Primary School and the Foundation Phase of a Primary School. The practical component in fulfilment of the pre-primary qualification requirement must be done in the first and second years of your professional studies, and the second component in the Foundation Phase during the third and fourth year. Teaching Practice modules must be done together with the subject didactic module and not before (Senior Phase / FET).

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

Should you have any problems with your school of choice, please contact the Teaching Practice Office for alternative placement.

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

Guidelines for teaching practice modules

Please ensure that you read and understand the guidelines applicable to your teaching practice module. When selecting a school, please make sure that the school of your choice offers your registered teaching practice subject/s in the relevant phase(s).

PGCE Foundation Phase		
Module code	Duration	Guidelines
PCF410X	10 weeks	For this module, you are required to do a total of 10 weeks (50 days) of teaching practice. These may run consecutively or in two periods at either one or two schools with Grade R to 3 pupils. For this module, you are required to complete 3 weeks (15 days) of observation at an ECD Centre and 7 weeks (35 days) at a primary school with Grades 1 to 3 pupils. You will be required to complete both Sections A and B of the DSAR25 / DSAR27 forms if you want to do your teaching practice at two different schools.
PGCE Intermediate and Senior Phase		
Module code	Duration	Guidelines
PFC104T	10 weeks	For this module, you are required to do 10 weeks (50 days) of teaching practice. These may run consecutively or in two periods at either one or two schools with Grades 4 to 9 pupils. You will be required to complete both Sections A and B of the DSAR25 / DSAR27 forms if you want to do your teaching practice at two different schools.
PGCE Senior Phase and FET		
Module code	Duration	Guidelines
PTEAC1X	5 weeks	For this module, you are required to complete 5 weeks (25 days) of teaching practice either at an FET College or at a school with Grades 10 to 12 pupils.
PTEAC2Y	5 weeks	For this module, you are required to complete 5 weeks (25 days) of teaching practice at a school with Grades 7 to 9 pupils.
BEd Early Childhood Development / Foundation Phase		
Module code	Duration	Guidelines
PRS1045 or TPF2601 (new aligned BEd only)	5 weeks	This module must be done as follows: <ul style="list-style-type: none"> • 1st week: An observation period of a week (5 days) at a baby and toddler centre that caters for babies and toddlers between 0 and 18 months. • 2nd week: An observation period of a week (5 days) at an early childhood centre that caters for children in the age group 3 to 5 years old. • 3rd to 5th week: A teaching practice period of THREE consecutive weeks (15 days) in an early childhood centre that caters for children in the age group of 3 to 5 years old. Please note that you will need to arrange for your own observation at an ECD Centre. You will be required to complete both Sections A and B of the DSAR25 / DSAR27 forms if you want to do your teaching practice at two different schools. During your observation period, you will be required to do various activities as outlined in your workbooks.
PRS2049 or TPF2602 (new aligned BEd only)	5 weeks	For this module, you are required to complete 5 weeks (25 days) of teaching practice in Grade R.
PRS304C or TPF3703 (new aligned BEd only)	5 weeks	For these modules, you are required to complete 5 weeks (25 days) of teaching practice at a school with Grades 1 to 3 pupils.
PRS403E or TPF3704 (new aligned BEd only)	5 weeks	

BEd Intermediate Phase		
Module code	Duration	Guidelines
PST104F or TPN2601 (new aligned BEd only)	5 weeks	For these modules, you are required to complete 5 weeks (25 days) of teaching practice at a school with Grades 4 to 9 pupils.
PST204J or TPN2602 (new aligned BEd only)	5 weeks	
PST304M or TPN3703 (new aligned BEd only)	5 weeks	
PST402N or TPN3704 (new aligned BEd only)	5 weeks	
BEd Senior Phase and FET		
Module code	Duration	Guidelines
TPR100C	5 weeks	For this module, you are required to complete 5 weeks (25 days) of teaching practice at a school with Grades 10 to 12 pupils.
TPR200F	5 weeks	For this module, you are required to complete 5 weeks (25 days) of teaching practice at a school with Grades 7 to 9 pupils.
BEd Senior Phase and FET Teaching (New aligned)		
Module code	Duration	Guidelines
TPS2601	5 weeks	For this module, you are required to complete 5 weeks (25 days) of teaching practice at a school with Grades 7 to 9 pupils.
TPS2602	5 weeks	For this module, you are required to complete 5 weeks (25 days) of teaching practice at a school with Grades 7 to 9 pupils.
TPS3703	5 weeks	For this module, you are required to complete 5 weeks (25 days) of teaching practice at a school with Grades 10 to 12 pupils.
TPS3704	5 weeks	For this module, you are required to complete 5 weeks (25 days) of teaching practice at a school with Grades 10 to 12 pupils.

Note:

- Each module has its own specified number of weeks and you cannot do two modules concurrently.
- You should do your teaching practice modules together with the subject didactic module/s (Senior Phase/ FET).

Letter requesting school placement for the student

Dear Principal

Background

In terms of the National Policy Framework for Teacher Education and Development in South Africa (2007), student-teachers have to be placed in schools which have been identified as excellent places of teaching and learning, where student teachers will be able to complement their theoretical training experience and gain valuable experience of day-to-day operations within a school and an authentic teaching and learning situation.

In response to the above-mentioned policy requirement, the College of Education (CEDU) at Unisa has established a Teaching Practice Office (TPO). The TPO's main function is to ensure that all registered student teachers are placed in respective schools where they choose to do their teaching practice and are professionally supported by mentor teachers and / or supervisors during their teaching practice period/s. The students' teaching practice is mainly to fulfil the Work-Integrated Learning (WIL) component of their respective qualifications.

Request for student placement

The TPO kindly requests you to place this student teacher at your school to undergo his or her teaching practice in order to fulfil the Work-Integrated Learning (WIL) requirements of his or her qualification. The student will present a DSAR placement form for you to stamp and sign as a confirmation of his or her placement at your school.

You are also requested to familiarise the student teacher of the school's Code of Conduct. Please also read Annexure A as provided in your tutorial letters for guidelines for school principals, mentor teachers and students to assist you in guiding the student teacher.

On behalf of the Dean and the College of Education, we hope this request will receive your positive consideration. For further information please feel free to contact me using the below contact information.

Kind regards

Dr MJ Sethusha

Acting Teaching Practice Manager

E-mail: teachprac@unisa.ac.za