

COURSE GUIDE: 2021

MASTER'S PROGRAMME (LLM/MPhil) IN HUMAN RIGHTS AND DEMOCRATISATION IN AFRICA

PRESENTED BY

**CENTRE FOR HUMAN RIGHTS
FACULTY OF LAW
UNIVERSITY OF PRETORIA
SOUTH AFRICA**



IN PARTNERSHIP WITH



Université Gaston Berger, Senegal
University of Ghana
Université d'Abomey Calavi, Benin
University of Lagos, Nigeria
Catholic University of Central Africa, Cameroon
Addis Ababa University, Ethiopia
Makerere University, Uganda
University of Nairobi, Kenya
University of Venda, South Africa
Universidade Eduardo Mondlane, Mozambique
University of Mauritius
University of the Western Cape, South Africa

Table of Contents

Table of Contents	3
A. INTRODUCTION	5
A1. CLASS OF 2020	5
A2. STUDENT CODE OF CONDUCT	6
A3. INTRODUCTION TO THE LL.M/M.Phil PROGRAMME	8
A4. INTRODUCTION TO THE CENTRE FOR HUMAN RIGHTS	11
A5. PARTNER UNIVERSITIES	13
B. 2020 PROGRAMME OVERVIEW	14
B1. ACADEMIC CONTENT (CURRICULUM)	14
B2. CALENDAR	15
B3. GENERAL ASSESSMENT GUIDELINES	16
C. MODULES CONTENT AND ASSESSMENT	17
C1. MODULE 1: METHODOLOGY OF HUMAN RIGHTS RESEARCH AND HUMAN RIGHTS EDUCATION	17
Unit 1: Research skills	17
Unit 2: Advocacy skills	17
ASSESSMENT	17
C2. MODULE 2: DEMOCRATISATION AND GLOBALISATION IN AFRICA	19
Unit 1: Democratisation in Africa	19
Unit 2: Poverty and development	19
Unit 3: Conflict in Africa	19
ASSESSMENT	19
C3. MODULE 3: INTERNATIONAL AND COMPARATIVE HUMAN RIGHTS	20
Unit 1: Introduction to international human rights law concepts and current issues	20
Unit 2: Protection of human rights at the global and regional level	20
ASSESSMENT	20
C4. MODULE 4: HUMAN RIGHTS IN AFRICA	21
CONTENT	21
Unit 1: African Charter on Human and Peoples' Rights	21
Unit 2: Themes	21
Unit 3: Judicial enforcement and other supra-national implementation of human rights in Africa	21
ASSESSMENT	21
C5. MODULE 5: INTRODUCTION TO SOUTH AFRICAN LEGAL SYSTEM AND BILL OF RIGHTS [IN COMPARATIVE PERSPECTIVE]	22
CONTENT	22

Unit 1: Introduction to the South African legal system, constitutionalism and human rights protection in South Africa	22
Unit 2: Comparative constitutionalism	22
ASSESSMENT	22
C6. MODULE 6: HUMAN RIGHTS IN THE FIELD	23
Unit 1: International humanitarian Law, transitional justice and international criminal law	23
Unit 2: Field trip	23
ASSESSMENT	23
Field trip assignment	23
C7. MODULE 7: ACCREDITED COURSES	25
C8. MODULE 8: DISSERTATION	26
Dissertation proposal	26
D. GRADUATION AND AWARDS	29
D1. GRADUATION	29
D2. AWARDS	30
D3. ALUMNI ASSOCIATION	34
E. SUNDRY ADMINISTRATIVE MATTERS	35
ANNEX 1: PLAGIARISM DECLARATION	41
ANNEX 2: DEBATE SCORING SHEET	42
ANNEX 3: FIELD TRIP PRESENTATIONS SCORING SHEET	43
ANNEX 4: AFRICAN MOOT COURT SCORING SHEET	44
ANNEX 5: DISSERTATION AGREEMENT BETWEEN SUPERVISOR AND STUDENT AT SECOND SEMESTER DESTINATION	45
ANNEX 6: DISSERTATION LOG	49
ANNEX 7: DISSERTATION: MARKER'S REPORT	52
ANNEX 8: ASSESSMENT FORM: SECOND SEMESTER INTERNSHIPS	56
ANNEX 9: INTERNSHIP AGREEMENT	58
ANNEX 10: STYLE GUIDELINES (Pretoria University Law Press)	60

A. INTRODUCTION

A1. CLASS OF 2021

COUNTRY	FULL NAMES	TUTOR
Botswana	Ramatoulie Isatou Jallow	Marystella
Burundi	Christian Nduwayo	Susan
Cameroon	Benjamin Mekinde Tonga	Susan
Cameroon	Ruddy Fualefeh Morfaw Azanu	Wilson
DRC	Christian Mihigo Fazili	Marystella
Ghana	Andrews Kwame Darklo	Mary
Ghana	Nahaja Rahma Adam	Susan
Ghana	Robert Akoto Amofo	Wilson
Kenya	Ashina Ntenga Mtsumi	Marystella
Kenya	Benedict Wandeto Wachira	Mary
Kenya	Melissa Kathleen Wanjiru Mungai	Susan
Madagascar	Rado Nirina Harintsoa Rakotosamimanana	Marystella
Malawi	Charles Kajoloweka	Mary
Malawi	Siphiwe Phoya	Susan
Mauritius	Davina Murden	Wilson
Namibia	Hilma Ndinelago Moses	Wilson
Nigeria	Abdulmalik Bello	Marystella
Nigeria	Adeboye Opeyemi Adegoke	Susan
South Africa	Amy Beatrice Tuchten	Wilson
South Africa	Liesl Heila Muller	Marystella
South Africa	Lihle Edith Mabuza	Mary
Uganda	Brian Kibirango	Wilson
Uganda	Olum Lornah Afoyomungu	Susan
Uganda	Ivan Seguya	Wilson
Zambia	Bwalya Chisanga	Mary
Zimbabwe	Thobekile Matimbe	Marystella
Zimbabwe	Zwelithini Eugene Xaba	Mary
Zimbabwe	Sanele Sibanda	Mary

Exchange students from Antwerp (modules 2, 4 and 5):
Daan Scheepers and Lisa van Geesbergen

A2. STUDENT CODE OF CONDUCT

The following Code of Conduct will apply during the study for the LLM/MPhil. It binds students at all times while they are on the course and is in addition to all other rules and regulations at the University of Pretoria during the first semester and at partner universities during the second semester. This Code of Conduct is aimed at securing a healthy learning environment where there is respect among students and between students and lecturers for purposes of academic excellence.

In particular the following rules apply:

- 1 In order to facilitate the smooth running of the course, students are expected to be considerate of their fellow students, lecturers, members of staff of the Centre for Human Rights and those of the University in general.
- 2 Students are expected to be respectful of their fellow students and should strive to live in harmony with them and maintain relations that safeguard respect and tolerance.
- 3 Students are expected to contribute in the classroom, seminars, workshops and meetings without intent to be malicious and with due respect to the cultures, religions, nationalities and backgrounds of other people.
- 4 Students are expected to respect their fellow students' opinions and even when they differ; they must do so with sensitivity and respect.
- 5 Students should be **punctual** for lectures, seminars, meetings and all other occasions related to their studies where respect for time is expected.
- 6 Students are expected to **attend all lectures and other formal events**, unless prior permission has been obtained by the tutor of the week, based on substantiated and acceptable reasons such as a visit to a doctor. Spot checks on attendance will be made and a record will be kept on students' files.
- 7 Students should ensure that, should they be in possession of a mobile phone, it must be on silent mode at all times during lectures, workshops, seminars, meetings and all other occasions where silence is required. Students should pay attention in class and not be busy on cell phones, laptops etc except for the purpose of taking notes.
- 8 Students are not allowed use of the Centre's telephones, photocopiers, office computers and stationery, unless for activities related to the Human Rights Clinics in collaboration with the Clinic supervisor.
- 9 Students should take good care of all University and Centre for Human Rights property that is entrusted to them or that they use in community with others. This includes computers, printers and all the furniture and appliances in the University residences.

- 10 Students must keep the classroom neat and tidy at all times.
- 11 Should students intentionally or negligently damage property entrusted to them or that is used in community, they will be liable for its repair or replacement.
- 12 Students should use library and all other academic material with due regard to the needs of others.
- 13 Students must familiarise themselves with what is considered to be **plagiarism** and avoid plagiarism in any written work submitted as part of the programme.
- 14 Relationships of a romantic/sexual nature between students and Centre staff involved in the LLM/MPhil programme, and staff involved in the programme at second semester/partner institutions, are not allowed.
- 15 Sexual harassment and other forms of discrimination of any kind is prohibited. See the **University's Anti-discrimination policy**, R 34/19, which forms an integral part of this course guide. If you feel that you are the victim of sexual harassment or other discrimination please take it up with one of the staff members of the Centre.
- 16 Students should direct any complaints to the course administrators. They should refrain from making frivolous and unfounded complaints. Issues can also be raised on an anonymous electronic message board.
- 17 You are requested to familiarise yourself with and adhere to Covid-19 restrictions such as physical distancing and mask wearing.

Should a student **fail to abide** by this Code of Conduct, disciplinary action may be instituted against him or her. Failure to comply with any of the provisions of this Code of Conduct will also be noted in any reference letter provided by staff members of the Centre and partner institutions to a student or graduate of the programme.

A3. INTRODUCTION TO THE LLM/MPhil PROGRAMME

The LLM/MPhil in Human Rights and Democratisation in Africa (HRDA) each year admits 25 to 30 students from all over Africa and beyond to this one-year programme. The first semester is spent in Pretoria and the second semester at one of the partner universities. Students are generally sent to partner universities in a region from which they do not originate.

The programme started in 2000 as a partnership between the University of Pretoria, the University of the Western Cape, Makerere University and the University of Ghana. The course curriculum was developed jointly by the participating universities and the programme was, to some extent, modelled after the European Master's Programme in Human Rights and Democratisation. There were more than 500 applications for the 2021 intake.

The HRDA programme is part of the Global Campus of Human Rights which, in addition to the Africa Programme based in the Pretoria, includes regional human rights Masters' programmes in Europe based in Venice, Italy; South East Europe based in Sarajevo, Bosnia; Latin America and the Caribbean based in Buenos Aires, Argentina; Asia-Pacific based in Bangkok, Thailand; and the Eastern Partnership Region based in Yerevan, Armenia. For more information on the Global Campus of Human Rights see <http://www.eiuc.org/education/global-campus-regional-masters.html>. These programmes are all financially supported primarily by the European Union.

In 2021, the HRDA programme is sponsored by the European Union (EU) and Norwegian governments. The EU has been the major sponsor since the start of the programme in 2000.

The co-operation between the partner universities, led by the Centre for Human Rights at the University of Pretoria (CHR), is regulated by a general Memorandum of Understanding (MOU). Since 2001, an annual second semester agreement is concluded between CHR and the Dean/Director of the relevant department at the partner university.

The main decision-making body for the LLM/MPhil is the meeting of the Council of Directors (partners' meeting), which is held at least once a year, usually in December, to coincide with the graduation ceremony.

Each partner university has a national programme director who is responsible for the implementation of the LLM/MPhil at his/her institution. The Programme Director is the CHR Director.

One of the National Programme Directors serves as Chair of the Council of Directors for one academic year. In 2021, the Chair of the Council of Directors is Prof Ademola Jegede, University of Venda. In addition to chairing the Council of Directors' meetings, the Chair takes part in the selection of students and speaks for all the partner universities when a collective decision needs to be taken and all partners cannot be reached either for practical reasons or due to time constraints.

Due to the number of partners on the programme and for logistical reasons not all partners may receive students in the second semester each year.

The aims and objectives of the programme are as follows:

- providing a firm academic as well as practical training in standards, institutions and mechanisms for the protection and promotion of human rights and democracy; and
- creating a regional network of professionals specialised in human rights and democratisation.

In the MOU the partner universities commit themselves to:

- providing teaching staff in the first and second semester of the programme;
- acceptance of students on an equitable basis for the second semester;
- providing education related to the overall subject of the course, and the opportunity to pursue specialised research;
- participation in the Council of Directors; and
- co-operation in reporting to funders.

During the first semester the students are immersed in course work on various aspects of human rights and democratisation and also prepare a dissertation proposal. The second semester consists of work on a dissertation, an academic module, an internship (or another second academic module) and, in most instances, a language course.

The Programme Director is the Director of the Centre for Human Rights, Prof Frans Viljoen. The academic co-ordinator is Prof Magnus Killander.

There are five thematic weeks, whose content falls in various modules, with specific academic co-ordinators:

Sexual minorities rights week: Prof Frans Viljoen

Disability rights week: Ms Innocentia Mgijima-Konopi

The African human rights system in comparative perspective: Prof Magnus Killander

Women's rights week: Ms Patience Mpani

Justiciability of socio-economic rights week: Prof Frans Viljoen

The HRDA programme coordinator is Mr Johannes Buabeng-Baidoo and the HRDA programme manager is Dr Ashwanee Budoo. Mr Tomiwa Ilori is the alumni coordinator.

For administrative issues, Johannes is your first port of call. If an issue cannot be resolved by him contact Ashwanee. For academic matters, you should approach your tutor or Magnus and, if the issue cannot be resolved by them, Frans.

For administrative or academic issues in the second semester please contact the coordinator at the university and if the issue cannot be resolved by him or her, the dean or other designated person at your faculty. Only if the issue is not resolved should you contact Pretoria (Ashwanee, with Magnus in cc). Copy your second university coordinator on any contact with Pretoria.

The following persons, who are all doctoral candidates at the Centre for Human Rights, are course tutors in 2021:

- Ms Marystella Simuyu (Kenya), alumna class of 2018
- Ms Susan Mutambasere (Zimbabwe), alumna class of 2018
- Ms Mary Auma (Uganda), alumna class of 2019
- Mr Wilson Macharia (Kenya), alumnus class of 2020

Tutors fulfil the following roles:

- Students who need support in improving English language academic competence will be identified on the basis of the results of the first assignments; tutors will be assigned to assist these students, in particular, with developing academic skills.
- Tutors serve as a first port of call and a general link between the student and the Centre for Human Rights.
- Tutors present tutorials, in collaboration with lecturers, on assigned topics.
- Tutors are also there to assist students with assignments, in particular to comment on first drafts (except exams). Tutors are expected to guide students to improve their work and assist them to follow style guidelines and academic conventions. They are not expected to develop substantive arguments or to do a detailed language edit, but should identify and assist with generic and systemic language problems.
- One of their main roles is to assist students with the formulation of a dissertation topic and proposal.
- Tutors are not allowed to assist students during the examinations.
- Tutors may also assist in ensuring that students do not feel 'lost'; students may also talk to tutors about personal problems if they want.

A4. INTRODUCTION TO THE CENTRE FOR HUMAN RIGHTS

The Faculty of Law is made up of six academic departments:

1. Department of Jurisprudence
2. Department of Mercantile Law
3. Department of Private Law
4. Department of Procedural Law
5. Department of Public Law
6. Centre for Human Rights

The Dean of the Faculty of Law is Prof Elsabe Schoeman.

The Centre for Human Rights was established in 1986, and is one of the most active human rights institutions in Africa. It has a wide and established network in Africa with other academic institutions, NGOs, governments and international organisations such as the African Union and the United Nations. The Director of the Centre for Human Rights is Prof Frans Viljoen.

The Centre runs numerous other projects, including:

- Master's Programme (LLM) in International Trade and Investment Law in Africa (TILA) (not presented in Pretoria in 2020)
- Master's Programme (LLM/MPhil) in Multidisciplinary Human Rights
- Master's Programme (LLM/MPhil) in Sexual and Reproductive Rights (SRRA)
- Master's Programme (LLM/MPhil) in Disability Rights in Africa (DRIA) (presented in cooperation with the Department of Public Law)
- African Human Rights Moot Court Competition
- World Human Rights Moot Court Competition
- Advanced Human Rights Courses (one-week intensive short courses on human rights themes)

HRDA students will participate in some of the advance human rights courses and have some joint classes with students on other programmes.

The Centre has a number of units focusing on human rights issues:

- Advocacy unit
- Business and human rights unit
- Children's rights unit
- Democracy, transparency and digital rights unit
- Disability rights unit
- Women's rights unit
- Litigation and implementation unit
- Sexual Orientation, Gender Identity Expression and Sexual Characteristics (SOGIESC) Unit
- Freedom from violence unit

The Centre for Human Rights publishes:

- *African Human Rights Law Journal* (two issues a year)
- *African Disability Rights Yearbook* (one issue a year)
- *African Human Rights Law Reports*

The publishing house of the Faculty of Law, Pretoria University Law Press (PULP), is located in the Centre. All PULP books are available online free of charge at www.pulp.up.ac.za

The following are academic staff members at the Centre:

- Prof Danny Bradlow, director of the International Development Law Unit (IDLU)
- Prof Charles Fombad
- Prof Christof Heyns, director of the Institute for International and Comparative Law in Africa (ICLA)
- Prof Magnus Killander
- Prof Charles Ngwena
- Prof Frans Viljoen
- Dr Nkatha Murungi, assistant director of the Centre for Human Rights (alumna, class of 2009)

Dr Benjamin Traore is a post-doctoral fellow in the International Development Law Unit.

Dr Jonathan Kabre is a post-doctoral fellow in the International Development Law Unit.

The International Development Law Unit (IDLU) forms part of the Centre and is located in the small house at the back of the parking lot of the Faculty of Law.

Professors Fombad and Heyns are based in the Institute for International and Comparative Law in Africa (ICLA) located in the old building next to the Centre.

Prof Ngwena is based in Bloemfontein, in the Free State, but visits the Centre regularly.

There are a number of doctoral students based in the Centre.

More information on the Centre and its projects can be found at www.chr.up.ac.za

A5. PARTNER UNIVERSITIES

The partner universities represent different geographic sub-regions, international language groups and other 'constituencies':

University of Nairobi, Kenya	East Africa	Anglophone
Makerere University, Uganda	East Africa	Anglophone
University of Pretoria, South Africa	Southern Africa	Anglophone
University of the Western Cape, South Africa	Southern Africa	Anglophone
University of Venda, South Africa	Southern Africa	Anglophone
University of Ghana	West Africa	Anglophone
University of Lagos, Nigeria	West Africa	Anglophone
Université Gaston Berger, Senegal	West Africa	Francophone
Université d'Abomey Calavi, Benin	West Africa	Francophone
Catholic University of Central Africa, Cameroon	Central Africa	Francophone
Universidade Eduardo Mondlane, Mozambique	Southern Africa	Lusophone
Addis Ababa University, Ethiopia	Horn of Africa	African Union
University of Mauritius	Southern Africa	Island nations

Lecturers from some of these institutions will teach during the first semester, in Pretoria. They will provide more information about these institutions, and may be approached with questions. More information about all the partner universities will be provided in due course.

Students will be assigned to a partner university by early March 2021. Although students' preferences are taken into consideration there is no guarantee of placement at a particular institution. The final decision rests with the Centre for Human Rights.

B. 2020 PROGRAMME OVERVIEW

B1. ACADEMIC CONTENT (CURRICULUM)

Aim of the course:

The aim of the course is to equip African current and future human rights defenders with:

- 1 a sound **knowledge** about international human rights law and democratisation, with a focus on Africa;
- 2 research, writing, word-processing and oral presentation **skills** of relevance to human rights defenders and promoters of democratisation;
- 3 the ability to engage **analytically and critically** with relevant material; and
- 4 a **commitment** to the advancement of human rights and democratisation in Africa.

Core module:

Module 1: Methodology of human rights research and education (**NRM 801**)

Fundamental modules:

Module 2: Democratisation in Africa (**DIA 801**)

Module 3: International and comparative human rights (**ICH 801**)

Module 4: Human rights in Africa (**HRA 801**)

Module 5: Introduction to South African legal system and Bill of Rights (**RVM 801**)

Module 6: Human rights in the field (**AHR 801**)

Module 7: Accredited courses (**ACH 802**)

Module 8: Dissertation (**MND 802**)

Students are required to do language classes in French or English. Alternative arrangements are made for fully bilingual students.

First semester (January to end of June):

- Modules 1 to 6
- Language

Second semester (August to end of November):

- Modules 7 and 8

Module 7 (Accredited Courses) consists of the following:

- an advanced human rights-related module (**minimum** of 28 lecture hours for the academic module, assessed by way of one or more assignments or exams);
- an internship (**minimum** 150 hours).

At most partner universities students continue with a language course.

Language tests and examinations:

Liaise with the lecturers concerned with regard to language tests and examinations.

B2. CALENDAR

An online calendar is available on Google calendar. You should receive an invitation to the calendar by end of January. Please contact Magnus if you do not receive an invitation. The tutor responsible for ensuring the smooth running of the programme in a particular week is indicated in the Google calendar, except for the thematic weeks which are arranged by the Advanced Human Rights Course unit under the leadership of Dennis Antwi.

Please enrol in the Global Campus MOOC 'Promoting and Protecting Human Rights: a Global Overview', <https://gchumanrights.org/education/e-learning/moocs/promoting-and-protecting-human-rights-a-global-overview/about.html>
Complete the MOOC by the first week of February. Additional online coursework will start on 18 January.

Teaching in Pretoria will start on 1 February with orientation classes and registration. The contents of the various modules (see below) are spread out over the semester. A hybrid format will be used for teaching in the first semester. Classroom space may be limited due to Covid-19 restrictions which could mean that students would need to rotate physical class attendance with the remainder attending via Zoom from their residences in Future Africa. Some classes will be presented via Zoom. If your visa has not been processed in time for you to arrive in time for the start of the classes in Pretoria on 1 February, you should make arrangements so that you can follow the classes remotely via Zoom (video/audio recordings will be made available if you cannot attend the live classes due to connection problems).

Tentative calendar: 2021

18-29 January: Online work (international law, principles of human rights law, global campus MOOC)
1-5 February: Registration, administrative briefings, orientation classes, international law
8-12 February: Right to life, international humanitarian law, research skills
15-19 February: Democratisation, research skills
20 February: International law
22-26 February: Sexual minorities
1-5 March: Democratisation, comparative constitutionalism, SA bill of rights
8-12 March: Disability rights
15-26 March: The African human rights system in comparative perspective
29 March to 1 April: Research methodology and field trip preparation
7-13 April: Field trip / global classroom
14-16 April: Children's rights
19-23 April: Women's rights
26-30 April: Conflict, migration and environment
3-7 May: Advocacy
10-14 May: Transitional justice, international criminal law
17-21 May: Judicial enforcement of socio-economic rights
24-28 May: Project management

June/July: Exams

* The global classroom with students from the EU supported master's programmes on human rights and democratisation from across the world will be held in Sarajevo, Bosnia and Herzegovina, 7-11 April, or online if travel will not be possible. Four students from each regional programme will be selected for the global classroom. The other students will undertake field work related to the theme of the global classroom.

B3. GENERAL ASSESSMENT GUIDELINES

- All assessments may be anonymous – you should preferably only write your student number on all assessment forms.
- Language and structure are considered in all forms of assessment.
- All written assessments should reflect the following:
 - clarity of research question/issue to be addressed;
 - appropriate research methodology;
 - clarity of structure/coherence of argument/reasoning;
 - familiarity with key literature;
 - depth of research;
 - originality;
 - concise, correct and clear language/sentences;
 - conformity with style guidelines (if not indicated, see style guidelines in annex 10).

THE CENTRE TAKES PLAGIARISM VERY SERIOUSLY. PLAGIARISM COULD LEAD TO EXPULSION FROM THE PROGRAMME. AT A MINIMUM ANY FORM OF PLAGIARISM WILL LEAD TO MARK DEDUCTION AND A NOTE IN THE STUDENT'S FILE WHICH WILL BE CONSIDERED WHEN WRITING RECOMMENDATION LETTERS.

Plagiarism includes:

- copying a text verbatim without indicating that the text is a quotation (through quotation marks or block quote as indicated in the style guidelines); or
- sloppy paraphrasing (just changing a word here and there); or
- not providing references to the sources that you have used; or
- copying the work of another student in whole or in part

Avoid plagiarism by not copying any material into your working document unless you quote it. Avoid too much quotation.

For more on plagiarism see the University's plagiarism prevention policy, S5106/19, which forms an integral part of this course guide.

NOTE: UNLESS INDICATED OTHERWISE ALL ESSAY ASSIGNMENTS MUST BE SUBMITTED VIA TURNITIN ON CLICKUP.

You should check all your assignments on Turnitin before final submission. It is essential that you allow sufficient time for this when preparing assignments.

C. MODULES CONTENT AND ASSESSMENT

C1. MODULE 1: METHODOLOGY OF HUMAN RIGHTS RESEARCH AND HUMAN RIGHTS EDUCATION

Unit 1: Research skills

Internet and library research
Academic writing (including plain language writing)
Plagiarism prevention
Adhering to style guidelines
Using referencing software and other software tools to improve writing
Identifying research projects and preparing a research proposal
Research ethics
Theoretical perspectives (critical legal studies, critical race theory, feminism, transformative constitutionalism, comparative law etc)

Unit 2: Advocacy skills

Oral presentation and debating skills
Writing for advocacy
Using technology for advocacy
Graphic design
Video editing
Identifying cases and litigation
Fundraising
Budgeting
Project management

ASSESSMENT

The final mark for this module is composed as follows:

Evaluation	Mark
1. Human rights clinics (20% oral; 40% written)	60%
2. Debates/current developments	20%
3. Advocacy assignment	20%

Human rights clinics

Students are assigned to a clinic at the beginning of the semester. The clinics are linked to the Centre's units with a coordinator based in the unit (see above). The students and their coordinator meet continuously through the semester, mostly on Wednesday afternoons (see weekly programme). Information on the clinics and their mandates in 2021 will be provided on your arrival in Pretoria. The clinics are aimed at providing practical experience and contribute to the output of the units of the Centre.

60% of the Module 1 mark is made up of the mark awarded for the 'clinical work', done in groups. The assessment is based on the written submission (40%) and oral presentation (20%). The same mark is awarded for each member of the group, unless exceptional circumstances dictate otherwise.

Assessment of clinics

- 1 Mandate of the group; group members; division of labour
- 2 Extent to which mandate has been accomplished:
 - accomplishments (overview of substance)
 - impact (actual and potential)
 - problems/obstacles (measures taken to overcome)
- 3 Recommendation
 - (a) in terms of substantive issue/mandate: any 'next steps'
 - (b) in terms of Human Rights Clinic component of LLM: Should mandate continue? recommendations

Debates

Two students on each 'side' of the debate. The sequence is as follows: (1) oralist 1 on the side supporting the statement for debate (10 minutes); (2) oralist 2 on the same side (10 minutes); (3) oralist 1 on the opposing side (10 minutes); (4) oralist 2 on the opposing side (10 minutes). During these initial presentations, each of the oralists on the other side of the debate may make two interventions (maximum 30 seconds), pertinent to issues raised by the oralist taking the floor. The oralist should respond immediately to the points raised. (The interventions and responses thereto form part of the 10-minute allocation.) Thereafter, the oralists respond in the same sequence to issues raised by the other side (maximum of 2 minutes each).

The floor is then opened for contributions and questions from the floor (other students and visitors). The oralists note comments and questions, and at the conclusion of the general class discussion, each of them is allocated 3 minutes to respond and conclude.

The debates are marked by a panel consisting of Magnus, Ashwanee and the tutors. Each panel member gives a student a mark based in accordance with the marking sheet set out in Annex 3.

If there are uneven numbers for a debate some students may choose a topic of contemporary relevance, such as a new law/treaty, recent decided case or some political/legal development of relevance to human rights and democratisation in Africa, for class discussion. (An external expert may be invited to participate/assist the students in the discussion.) Each of the students should make contributions (eg introduction, conclusion) of 15 minutes. This is evaluated in the same way as the debates.

Advocacy assignment

Students will be divided into groups to develop an advocacy strategy in relation to a current theme and thereafter implement their strategy.

C2. MODULE 2: DEMOCRATISATION AND GLOBALISATION IN AFRICA

Unit 1: Democratisation in Africa

- The nature of the state in Africa, state fragility
- History of democracy in Africa and decoloniality
- Global trends and challenges to democracy
- Leadership and governance
- Populism, democracy and human rights, the “anti-majoritarian dilemma”
- Elections (including elections technology)
- Corruption
- Third termism
- Effects of globalisation, external factors affecting democracy in Africa
- Digital freedom and accountability
- Freedom of expression and access to information

Unit 2: Poverty and development

- SDGs and Agenda 2063
- Climate change, sustainable development and human rights
- Globalisation, trade and human rights
- Business and human rights
- Health, human rights and social justice
- Access to medicines and human rights
- The role of technology in development
- Resource mobilisation and taxation

Unit 3: Conflict in Africa

- Conflict in Africa: theories; issues of identity; gender, children and development; causes and solutions
- Human security
- Post-conflict governance
- Challenge of identity politics and democratisation process in multi-ethnic societies
- Concepts of self-determination, autonomy, federalism, power sharing and secession
- Decentralisation of executive and legislative power

ASSESSMENT

The final mark for this module is composed as follows:

Evaluation	Mark	
1. Democratisation assignment	20%	
2. Climate change assignment	20%	
3. Access to medicines assignment	20%	
4. Examination	40%	

C3. MODULE 3: INTERNATIONAL AND COMPARATIVE HUMAN RIGHTS

Unit 1: Introduction to international human rights law concepts and current issues

- Introduction to relevant international law principles and concepts, including relationship between international and national law
- Philosophical background to human rights
- History of human rights
- Cultural relativism and universality of human rights
- Critical perspectives on human rights
- Right to life
- Sexual minority rights under international and comparative law
- Disability rights under international and comparative law

Unit 2: Protection of human rights at the global and regional level

- The UN human rights system
- The European system of human rights protection
- The Inter-American system of human rights protection
- Other regional human rights systems

ASSESSMENT

Evaluation	Mark
1. International law	10%
2. Country report	20%
2. Sexual minorities	10%
3. Disability rights	10%
4. Regional protection	20%
5. Examination	30%

C4. MODULE 4: HUMAN RIGHTS IN AFRICA

CONTENT

Unit 1: African Charter on Human and Peoples' Rights

- The African Union: History and structures
- Substantive rights under the African Charter: collective rights (group rights), right to development, the concept of duties, justiciability of socio-economic rights
- The African Commission: mandate and functioning; its promotional role
- Special procedures of the African Commission
- State reporting under the Charter
- The role of NGOs under the African Charter
- Domestic effect of African Charter

Unit 2: Themes

- Forced migration in Africa
- Children's rights in Africa
- Women's rights in Africa
- Sexual minority rights in Africa
- Disability rights in Africa
- Socio-economic rights in Africa

Unit 3: Judicial enforcement and other supra-national implementation of human rights in Africa

- The African Court on Human and Peoples' Rights
- Sub-regional protection of human right (ECOWAS, EAC, SADC)

ASSESSMENT

Evaluation	Mark
1. Women's rights	20%
2. African moot court (10% oral; 20% written)	30%
3. Examination	50%

C5. MODULE 5: INTRODUCTION TO SOUTH AFRICAN LEGAL SYSTEM AND BILL OF RIGHTS [IN COMPARATIVE PERSPECTIVE]

CONTENT

Unit 1: Introduction to the South African legal system, constitutionalism and human rights protection in South Africa

- Political context
- Introduction to the South African legal system
- Constitutionalism in South Africa: separation of powers; appointment of judiciary/Constitutional Court, etc
- Background to the South African Constitution
- Overview of rights in Bill of Rights
- Application of rights
- Jurisdiction of courts in respect of constitutional matters
- Interpretation of rights
- Limitation (and suspension) of rights
- Remedies for violations of human rights
- Non-judicial implementation of human rights (SA Human Rights Commission, chapter 9 institutions)
- Selected substantive rights and Constitutional Court cases (especially non-discrimination (including on basis of sexual orientation and disability) and socio-economic rights)

Unit 2: Comparative constitutionalism

- Meaning of a constitution
- Functions of a constitution
- Classification of constitutions
- Constitutionalism in Africa
- Domestic implementation of international human rights norms in African states
- National human rights institutions in Africa

ASSESSMENT

Evaluation	Mark
1. Long march to freedom	10%
2. South African Constitution assignment	30%
3. Comparative constitutionalism assignment	30%
4. Thematic week test (socio-economic rights)	10%
5. Examination	20%

C6. MODULE 6: HUMAN RIGHTS IN THE FIELD

Unit 1: International humanitarian Law, transitional justice and international criminal law

- Protection of civilians in armed conflict
- The relationship between international human rights and international humanitarian law
- Transitional justice: impunity, immunity, amnesty, reconciliation, “truth” commissions, reparations, role of traditional justice mechanisms
- International criminal justice: concepts and application

Unit 2: Field trip

Students undertake a field trip to investigate a human rights issue; and write an assessment. field study will take place in the week of 7 to 13 April 2020. Four students will be selected for the global classroom in Sarajevo. The other students will develop research proposals with regard to a human rights or democratisation issue in South Africa. You may work in groups (max four students) or individually. The research topics should be formulated after thorough desktop research. Students should identify and try to set up interviews with relevant experts in advance. In total, a student should do at least 10 interviews, whether individually or in group.

ASSESSMENT

Evaluation	Mark
1. ICL presentations	20%
2. Field trip (40% written; 20% oral)	60%
3. Exam	20%

Field trip assignment

Assessed by field trip academic supervisor (written) and academic panel (oral).

You should write an essay (minimum 3 000 words, maximum 4 000 words) (including footnotes, table of contents and bibliography). The essay should have a clear focus, with a clear and specific research question posed at the outset. Although the essay’s reflection on the chosen topic should be informed by a sufficient literature survey and theoretical basis, it must also take account of and incorporate insights obtained through interviews. You should refer to specific visits and interviews where applicable.

Linked topics will be grouped together for oral presentations. The group must make a 30-minute presentation during a session scheduled for **17 June 2020**. The group may use any methodology but should find a balance between places and people visited, on the one hand, and the substantive issues emerging visit, on the other. The presentation counts 20% of the mark for Module 6. All members of a group receive the same mark.

On-site visit presentation: Criteria

- balance between details of visits (places and persons) and substantive issues/insights;
- time-keeping (15 minutes; 10 minutes for questions, conclusion);

- structure, organisation;
- group, not individual, effort;
- professional presentation;
- focus on 'added value' of visit – role of interviews, visits;
- overview of main research, insights (thematic clusters);
- innovative/interesting/engaging audience (role play, drama, film, etc).

The essay counts **40%** of the mark for Module 6.

Research question and methodology	5%
Research (literature review and on-site research)	15%
Argument (logic answer to question posed; structure; 'golden thread')	15%
Language and formal academic conventions	5%

C7. MODULE 7: ACCREDITED COURSES

Students attend accredited courses on human rights and domestic topics at some partner universities and an internship with an institution working in the field of human rights and democratisation in Africa of no less than 150 hours. Students going to Makerere, University of Ghana and the University of the Western Cape do the second semester accredited courses at the partner university. Students going to other destinations may be able to join one of these courses or may attend short courses in Pretoria in July.

The combined mark of the academic module and internship makes up the mark for Module 7 ('Accredited courses'). The second semester agreement gives guidelines to the partner universities concerning the academic course and the internship:

An 'academic module' should consist of formal lectures of approximately 28 hours. It is assessed by way of assignments.

Internships can be undertaken at any human rights or democratisation related organisation(s). The total number of hours spent on this internship (at the institution, doing work, undertaking activities) should be a minimum of 150 hours over the second semester. Please note that at some institutions the hours spent on the internship are significantly more.

C8. MODULE 8: DISSERTATION

Students write a dissertation on a topic related to human rights and democratisation in Africa. The dissertation is marked by a faculty member (other than the supervisor) of the institution where the student undertakes the second semester and a faculty member of one other partner institution.

The choice of the **topic** is very important. It must be sufficiently specific to pose a central problem issue (hypothesis/premise). The dissertation must be an attempt to answer this question, or to address this issue. Do not write in general; retain focus specifically on the topic. The problem addressed must be **relevant, clear** and **specific**.

The work must have a **clear structure** (introduction, arguments, conclusions). It must have a bibliography. Use footnotes.

Use of authority is very important. Only refer to authority you have **personally** consulted. Always acknowledge sources. Remember that plagiarism is the worst of academic sins! If you quote another source from the source you have consulted yourself, indicate that – eg R Beddard *Human rights in Europe* (1993) 122 quoted in R Murray *The African Commission on Human and Peoples' Rights and international law* (2000) 313.

Coherence and integration are very important, too. There must be a “golden thread” that runs through the dissertation. Identify the issue or problem to be answered; systematically explore the problem, and arrive at a final answer.

Develop a **brief introductory chapter** from the dissertation proposal.

Dissertation proposal

A dissertation proposal, of **not more than five pages** should be submitted by 6 May. The proposal should contain the following elements:

- Title
- Your name
- Brief background
- Problem statement (one paragraph)
- One main research question with sub-questions that will assist in answering the main question
- Literature review (overview of other literature which has dealt with your research question discussed thematically rather than author by author; conclude with how your research fits in with the existing research)
- Methodology (how do you intend answering the question(s)?)
- Structure (overview of chapters)
- Limitations of study
- A preliminary list of sources (bibliography)

University of Pretoria regulations require you to have a supervisor at the University of Pretoria. You will therefore be assigned two supervisors, one from the Centre for Human Rights and one from the university where you go for your second semester. Please copy

both supervisors in all your submissions. If you get conflicting advice set up a meeting online where you can discuss with both your supervisors.

The Centre will endeavour to ensure that you are in contact with a supervisor before you leave for your second semester. If you have problems with supervision contact the programme director at your second semester institution. If the problem cannot be solved please contact magnus.killander@up.ac.za

Any revision of your dissertation topic must be notified to magnus.killander@up.ac.za by end of September so that partner universities can be notified of the topics they will be marking.

Completed dissertations must be submitted by 10 am (South African time) on 29 October 2021. Hand in a hard copy or electronic version of the dissertation to the supervisor or other designated person at the faculty where you undertake study during the second semester and also email it to your University of Pretoria supervisor. You must also submit your dissertation by e-mail to ashwanee.budoo@up.ac.za and magnus.killander@up.ac.za and submit it via Turnitin on ClickUP. Please note that you must have submitted a draft of your dissertation on Turnitin 24 hours before final submission. You must check the report and address necessary issues as identified in the report.

- Dissertation must be compiled as a single document
- Dissertation must be converted to PDF to avoid unintended changes

Length: Minimum 18 000 words; maximum 20 000 words. **Provide word count on the last page of the dissertation.** Failing to meet, or exceeding the word count, as well as failure to provide word count, is penalised by 2 points per 1000 words discrepancy from the minimum or maximum word count. The word count must **include footnotes**, but must **exclude** table of contents, bibliography, annexes and indexes.

Font: *Type:* student's choice

Size: 11 point for text, 10 point for block quotes and 9 point for footnotes

Format: 1½ spacing; left margin 3 cm from gutter; all other margins 2cm

Binding: If required to hand in a hard copy follow the binding instructions of your host institution.

Title page: [Title of dissertation]
submitted in partial fulfilment of the requirements of the master's degree
Human Rights and Democratisation in Africa
by
[student name or number]
prepared under the supervision of
[name of supervisor]
at the
[faculty where dissertation was prepared]
[date]

Style: Style has to be consistent. See the style guidelines provided in Annex 10. Dissertations should include a **bibliography** formatted according to the style guidelines.

Dissertations are evaluated by the supervisor (or other designated person at the host university) and lecturers at two of the other participating universities according to a schedule that will be determined once the second semester placements have been finalized and then sent to the partners and students. The dissertations will be distributed by Ashwanee to the markers. Markers should ensure that they consult the marking guidelines.

The final mark for the dissertation is the average of the three marks awarded at the three institutions. All the marks should reach the University of Pretoria by **12 November 2021** at 9 am (to ashwanee.budoo@up.ac.za and magnus.killander@up.ac.za). All second semester marks (course work, internship, language) should also be submitted by partner universities at this time.

D. GRADUATION AND AWARDS

D1. GRADUATION

Graduation is on Thursday 10 December 2021. Students complete all academic requirements at the partner universities by 12 November every year and should return to Pretoria in early December for the graduation. They should return in time for a 'debriefing' before the graduation. After submission of the dissertation the students should prepare a draft journal article of maximum 10 000 words or an opinion piece (op-ed) based on their dissertation by 30 November 2021.

Students must pass all modules to obtain the degree; 50% represents a pass mark. Note that **no supplementary examinations** are awarded for any of the modules. After completion of the first semester, only those students who have passed **all modules** may progress to the second semester. If a student has failed only one module, a **special examination** in that module will be awarded. Students who fail more than one module in the first semester or who fail one module and do not pass the special examination may not proceed to the second semester.

The final mark of a module consists of a number of marks, for example for assignments. There is an examination in each module. The format of these differs. Some examinations are "open-book", some "closed-book" and some "24 hour". These will be explained to students.

Degree with distinction

For calculating the percentage, the modules are weighted according to the number of credits for each module. Students will be provided with an excel sheet to calculate their averages.

To be awarded the degree with a distinction, a student has to obtain an average of 75% or more in the academic modules (Modules 1 to 7) (the average of the total of the 7 modules, taking into consideration the credit weight of each module, should be 75% or more; no need to obtain 75% or more in all of the 7 modules, individually) and in the dissertation, separately. In accordance with the policy of the university any mark 73.5 and above is rounded off to 75 for the purpose of determining whether a student has a distinction. So, if your average for the academic modules, for example, was 73.9 % and your average for the dissertation was 74.8%, you will be awarded the degree with distinction, as both these marks will be rounded off, for the purpose of determining a distinction, to 75%.

D2. AWARDS

Five awards are made annually:

1. **The Nelson Mandela Prize**, for the student who obtained the best average percentage in the course.

Past recipients of the Nelson Mandela Prize:

- 2020: Mr Girma GADISA (Ethiopia)
- 2019: Ms Zerene HADDAD (South Africa/Zimbabwe)
- 2018: Mr Nimrod MUHUMUZA (Uganda)
- 2017: Mr Josephat KILONZO (Kenya)
- 2016: Ms Anie EWANG (Nigeria)
- 2015: Ms Nastasia THEBAUD-BOUILLON (France)
- 2014: Ms Lucyann Wambui THUO (Kenya)
- 2013: Ms Precious ERIMIATOE (Nigeria)
Mr Adrian JJUUKO (Uganda)
- 2012: Mr Josua LOOTS (South Africa)
- 2011: Ms Ivy Irene NYARANG'O (Kenya)
- 2010: Ms Melhik Abebe BEKELE (Ethiopia)
Mr Nicholas Wasonga ORAGO (Kenya)
- 2009: Mr Adem Kassie ABEBE (Ethiopia)
Ms Lucyline Nkatha MURUNGI (Kenya)
- 2008: Ms Sarah Jean SWART (South Africa)
Ms Wilhelmina WICOMB (South Africa)
- 2007: Mr David Charles SIMONSZ (South Africa)
- 2006: Mr Anganile MWENIFUMBO (Malawi)
- 2005: Ms Liliana TRILLO DÍAZ (Spain)
- 2004: Mr Godfrey MUSILA (Kenya)
- 2003: Ms Abiola Rasidat AYINLA (Nigeria)
Ms Waruguru KAGUONGO (Kenya)
Mr George Mukundi WACHIRA (Kenya)
- 2002: Mr Thokozani KAIME (Malawi)
- 2001: Mr Danwood CHIRWA (Malawi)
- 2000: Mr Evarist BAIMU (Tanzania)
Mr Morne VAN DER LINDE (South Africa)

2. **The Kéba M'Baye Prize**, for the student who obtained the highest percentage for his or her dissertation. The percentage used is the average of the three institutions that assess the dissertation.

Past recipients of the Kéba M'Baye Prize:

- 2020: Mr Wilson MACHARIA (Kenya)
Ms Opal SIBANDA (Zimbabwe)
- 2019: Ms Chisomo NYEMBA (Malawi)
- 2018: Mr Nimrod MUHUMUZA (Uganda)
- 2017: Ms Tsion WOLDU (Ethiopia)

2016: Mr Tapiwa MAMHARE (Zimbabwe)
2015: Ms Grace MUKULWAMUTIYO (Zambia)
2014: Ms Wambui Mariam KAMUNYU (Kenya)
2013: Ms Daphine AGABA (Uganda)
2012: Ms Romola ADEOLA (Nigeria)
2011: Ms Emma Charlene LUBAALE (Uganda)
2010: Ms Melody Ngwatu GINAMIA (Uganda)
2009: Ms Uchechukwu Victoria OKWOR (Nigeria)
2008: Mr Bonolo Ramadi DINOKOPILA (Botswana)
 Mr Ademola Oluborode JEGEDE (Nigeria)
 Ms Sarah Jean SWART (South Africa)
2007: Ms Virginia Njeri KAMAU (Kenya)
2006: Mr Ambani OSOGO (Kenya)
2005: Ms Onyinye Iruoma OBIKOYE (Nigeria)
2004: Mr Godfrey MUSILA (Kenya)
2003: Mr George Mukundi WACHIRA (Kenya)
2002: Mr Godfrey ODONGO (Kenya)
2001: Mr Frederick MUSUNGU (Kenya)
2000: Mr Idi Tuzinde GAPARAYI (Rwanda)

3. The **Ubuntu Prize**, for the student on the course who best embodied the values and spirit of *Ubuntu* during the course. *Ubuntu*, or compassion, means ‘to suffer with’ and involves a process of identifying with our neighbours and recognising our common humanity. This prize is calculated by allowing each student **one** vote, **two times** in the year – in June, before departure to the partner universities, and in November, before students return to Pretoria.

Past recipients of the *Ubuntu* Prize:

2020: Mr Emmanuel NJOKU (Nigeria)
2019: Ms Tayba HERNLER (South Africa)
 Mr Osman EISA (Sudan)
2018: Mr Basiru BAH (Gambia)
2017: Mr Richard LUSIMBO (Uganda)
2016: Mr James MONIBAH (Liberia)
2015: Ms Annalena WÜRZ (Germany)
2014: Ms Muso Bakoto SAWO (The Gambia)
2013: Ms Linette DU TOIT (South Africa)
2012: Mr Samuel ABRAHA (Eritrea)
2011: Mr Johannes BUABENG-BAIDOO (Ghana)
2010: Ms Nicola WHITTAKER (South Africa)
2009: Ms Patricia ATIM ((Uganda)
2008: Mr Todd FERNANDEZ (USA)
2007: Ms Estelle Ines NKOUNKOU-NGONGO (Congo)
2006: Mr Ibrahima SIDIBE (Guinea Conakry)
2005: Mr João Miguel FERNANDES (Mozambique)
2004: Ms Folusho de Grata SHADO (Nigeria)
2003: Mr Benson Chinedu OLUGBUO (Nigeria)
 Ms Leda Hasila LIMANN (Ghana)

2002: Mr Paul GADENYA (Uganda)
2001: Mr Ahmed SIDALI (Western Sahara)
2000: Prize not instituted yet.

4. The Victor Dankwa Prize is presented to the student who obtained the best mark in the module Human Rights in Africa (Module 4).

Past recipients of the Victor Dankwa Prize:

2020: Mr Kelvin VRIES (Namibia)
2019: Mr Thomas WHITE (South Africa)
Ms Deborah MBURU (Kenya)
2018: Mr Nimrod MUHUMUZA (Uganda)
Ms Marystella SIMIYU (Kenya)
2017: Mr Stephen BUABENG-BAIDOO (Ghana)
2016: Ms Adiam TSIGHE (Ethiopia)
2015: Ms Khuraisha PATEL (South Africa)
2014: Ms Lucyann Wambui THUO (Kenya)
2013: Mr Adrian JJUUKO (Uganda)
2012: Ms Romola ADEOLA (Nigeria)
Ms Satang NABANEH (The Gambia)
2011: Mr Victor AYENI (Nigeria)
Ms Sylvie Namwase (Uganda)
2010: Mr Emerson Casimiro Uassuzo LOPES (Mozambique)
Ms Nicola WHITTAKER (South Africa)
2009: Mr Adem Kassie ABEBE (Ethiopia)
2008: Mr Japhet Kiplangat BIEGON (Kenya)
Ms Wilhelmina WICOMB (South Africa)
2007: Ms Virginia Njeri KAMAU (Kenya)

5. In 2006, the **Vera Chirwa Prize** was instituted for the *alumnus* or *alumna* of the programme who best embodied the principles of the programme in his or her subsequent career by 'making a difference' to the protection of human rights or the strengthening of democratisation in Africa.

Subsequent to obtaining the degree (LLM/MPhil in Human Rights and Democratisation in Africa), he or she will be required to have undertaken one or more particularly noteworthy initiatives for the protection or the promotion of human rights, and/or the strengthening of democracy in Africa or in the diaspora; and distinguished themselves through innovation and initiative, courage and sacrifice.

In selecting the recipient, the following criteria will be taken into consideration:

- the significance of the event and the nature of the sacrifice involved;
- the duration of the activity, the importance of its outcome and impact;
- the relevance and significance of the event or activity to the goals and principles of the LLM/MPhil HRDA programme and Vera Chirwa's own achievements;

- the contribution of the work accomplished or sacrifice involved to the understanding of human rights and democratisation problems in Africa and their resolution.

Past recipients of the Vera Chirwa Prize:

- 2020:** Dr Solomon DERSSO (Ethiopia)
Prof Benyam MEZMUR (Ethiopia)
- 2019:** Ms Lydia MUGAMBE (Uganda)
- 2018:** Mr Joojo COBBINAH (Ghana)
- 2017:** Ms Melanie SMUTS (South Africa)
Ms Musu BAKOTO SAWO (Gambia)
- 2016:** Mr Patrik EBA (Côte d'Ivoire)
Mr Adrian JJUUKO (Uganda)
- 2015:** Ms Salima NAMUSOBYA (Uganda)
Prof Christopher MBAZIRA (Uganda)
- 2014:** Ms Leda Hasila LIMANN (Ghana)
- 2013:** Mr Augustin Kounkinè SOMÉ (Burkina Faso)
- 2012:** Prof Lilian CHENWI (Cameroon)
Justice Monica MBARU (Kenya)
- 2011:** Mr Thulani MASEKO (Swaziland)
- 2010:** Mr Yoseph Mulugeta BADWAZA (Ethiopia)
- 2009:** Mr Gabriel Marechera SHUMBA (Zimbabwe)
- 2008:** Mr Julius OSEGA (Uganda) (posthumously)
- 2007:** Ms Nana Oye LITHUR (Ghana)
- 2006:** Mr Melron NICOL-WILSON (Sierra Leone – graduate of the Centre's LLM in Fundamental Rights and Constitutional Practice Programme, 1998)

D3. ALUMNI ASSOCIATION

All graduates of the LLM/MPhil programme belong to the *Alumni* Association. *Alumni* will teach on the programme both in the first semester and at your second semester destinations. Students should make use of the opportunity to liaise with *alumni* in particular at their second semester destinations.

E. SUNDRY ADMINISTRATIVE MATTERS

Note that some of the information below may be affected by Covid-19 restrictions.

REGISTRATION WITH THE UNIVERSITY

The Centre will assist you with the initial registration. However, if there are problems in this regard, please contact student administration on the ground floor of the Law Faculty building.

It is your responsibility to ensure that your proof of registration form indicates that you have registered for the following subjects:

Course Title	Course Code
Research Methodology	NRM 801
Democratisation in Africa	DIA 801
International and Comparative Human Rights	ICH 801
Human Rights in Africa	HRA 801
Introduction to South African Legal System and Bill of Rights	RVM 801
Human Rights in the Field	AHR 801

STUDENT CARD

Once your registration form has been processed, you will receive a 'Proof of Registration' which you should use to obtain a student card. Ensure that you get your student card as soon as possible, as you will require your card to enter and leave the University as well as access several University buildings. Please carry your student card with you at all times, you will not be able to access campus without it.

ACADEMIC RESULTS

The Centre for Human Rights will inform you of your results as soon as these are available. You will also be able to access them on the University of Pretoria website once the full module marks have been reported to student administration.

ACADEMIC AND OTHER ASSISTANCE

Academic tutors will assist you in your academic work. We urge you to make full use of this academic assistance. Tutors can also assist you with settling in and you are also welcome to discuss personal problems with them.

The university has a student counselling unit if you need additional psychological support. For further information see: <https://www.up.ac.za/student-counselling>

LIBRARY

The main University library (the Merensky Library) and the Faculty of Law library (the Oliver Tambo Law Library) are open every day except Sunday and South African public holidays. The Law Collection is housed in the Faculty of Law building.

If you have any problems or need assistance in the OR Tambo Law Library. The Centre for Human Rights information specialist in the Law Library is Ms Nolusindiso Skeyi, skeyi@up.ac.za

COMPUTERS

Some shared printers will be installed in your accommodation facility. You will need to connect your laptop when you need to print. These are meant for your academic work. Please look after them as they are University of Pretoria property and report any problems you encounter as soon as possible. If you are uncertain about how to use any equipment, seek assistance from Centre staff.

There is a help desk at the Student Centre for problems you may have with your laptop:

Student IT-Hub
Tel: 012 420 4726
studentithub@tuks.co.za
Monday – Friday
08:00 – 16:00

USE OF THE INTERNET

Internet is provided through Wifi at the university and at your accommodation at Future Africa. Computers with internet connection are available in the Oliver Tambo Law Library.

BANK ACCOUNT

Your monthly stipend will be transferred directly into your South African bank account.

In this regard, you are required to open a bank account. In order to open an account you will need your passport and proof of registration.

STIPEND

Students receive a monthly stipend while in Pretoria and during the second semester while at the partner universities in other countries for personal expenditure.

The University of Pretoria procedures require that you be fully registered with the University and open a South African bank account before a stipend can be paid to you. We expect that the process of registering and opening an account will be completed by the end of the first or second week in February. Thereafter it will take some time to process your first stipend.

The first transfer of stipend is done at end of February and covers the period 1 February to 31 March). The second and final transfer of stipends for the first semester will be done at the end of March and covers the period 1 April to 30 June. The reason for transferring the stipend in a lump sum is to avoid delays which are sometimes occasioned if stipends are transferred monthly. Please note that should you spend your money and have insufficient

funds for the stated periods, the Centre for Human Rights will not be able to assist you in any way. Second semester stipends are paid out at the partner university where you spend the second semester, though in some instances some of the money may be paid out to you while you are still in Pretoria. **Please note that due to limited funding the stipend allocated is found by many students to be insufficient for their living costs and you are therefore encouraged to find additional funding for living expenses before departing to Pretoria.**

Stipends for second semester and December

For the second semester, you will either receive the stipend for the entire period before you leave for the second semester destination or the money will be transferred to the partner university, depending on where you will be placed. **Please note that this stipend might not be sufficient and you are therefore encouraged to find additional funding for living expenses.**

Please also note that you will receive only half the stipend amount (R800) for December since you will be here for only a few days. You will be expected to use part of the stipend to hire your graduation gown.

BREAKAGE DEPOSIT

The University of Pretoria requires all registered students to pay a breakage deposit of R750 when they register. This deposit will be paid by the Centre for Human Rights on your behalf. Students will be personally liable for all damages to University Property exceeding the deposited amount.

NB:

Your monthly stipend is the only part of your bursary, which you will handle. The Centre for Human Rights will pay all other costs directly to the University of Pretoria or other creditors including your accommodation in University of Pretoria halls of residence, books, tuition fees and medical insurance. Any additional bursary that you might receive will also be handled by the Centre for Human Rights.

EXPENSES COVERED BY THE CENTRE FOR HUMAN RIGHTS

The Centre for Human Rights cannot cover all your expenses. You have been awarded a partial bursary, which will be administered by the course organisers to pay for the following (at the University of Pretoria and at partner universities):

- accommodation in university halls of residence;
- registration and tuition fees;
- some books and course material;
- limited medical aid particularly for hospitalisation;
- transport, accommodation and basic living costs for study visits undertaken;
- where necessary visas will be covered but you must ensure that your passport remains valid at all times (and for up to six months after the course ends in December 2018);
- local transport from/to airport or bus station upon arrival in January and departure in December;

- local transport from/to airport or bus station upon arrival and departure at the respective partner; university;
- access to Internet on campus;
- Flight tickets to and from second semester destination (Should you miss your flight, you will be responsible for funding any alternative flight options);
- Basic living costs at second semester destination.

EXPENSES COVERED BY YOURSELF

- travel (either a one-year return ticket from your country to South Africa or other local travel arrangements);
- visa application and repatriation guarantee (where applicable);
- a monthly supplement towards your basic living costs in Pretoria and at a partner university;
- medical costs not covered by the medical insurance policy, including vaccinations such as yellow fever which may be needed to travel to your second semester destination.
- breakage fees in case of damage to University property;
- travel agency and airline penalty fees related to flight itinerary changes;
- hire of graduation academic dress in December;
- graduation photos;
- all other expenses not mentioned under the section 'EXPENSES COVERED BY THE CENTRE FOR HUMAN RIGHTS' in this course guide.

MEDICAL AID

The Centre for Human Rights will pay for a basic medical aid policy for you known through a company called Ingwe Momentum. Medical aid for foreign students studying in South Africa is a legal requirement. The medical aid covers a limited number of visits to a general medical practitioner and to specialists. It also covers hospitalisation if necessary. Medical expenses (including vaccinations) not covered by the medical aid is for your own account.

INTERNATIONAL STUDENTS' OFFICE

The International Students' Office of the University of Pretoria assists foreign students in various ways and often organises special events to which South African students are also usually welcome. For further information, please visit:

The Graduate Centre
 Ground floor
 Hatfield Campus
 Lynwood Road
 Hatfield
 Tel: 012 420 2844
 Website: <https://www.up.ac.za/international-cooperation-division>

SHOPPING

The closest shopping centres to your residence is Hillcrest Mall. In addition, you can shop at Hatfield Plaza. Hatfield Plaza is about 2 km from your residence. Most businesses are

open from about 09:00 to 18:00 on weekdays and shorter hours on weekends. Other major shopping malls of interest include Menlyn Park, Brooklyn Mall and Sunnypark.

TRANSPORT WITHIN PRETORIA

You can travel to the city centre on municipal buses, mini bus taxis (known locally as 'combis') or meter taxis (known locally as 'cabs'). Buses travel along Lynnwood Road (the main road in front of the University) and on Burnett Street (main road through Hatfield). Uber and Bolt (previously Taxify) are available in Pretoria and usually cheaper than metered taxis.

The bus ride into the city centre costs less than R10. Buses do not accept cash and you would need to obtain a card from a station, the closest one being the *A re yeng* station opposite the Gautrain station in Hatfield. Combis into the city centre or Menlyn Park are along Lynnwood Road or Church Street and cost R15 (cash). For travel to Johannesburg the best option is the Gautrain which also goes to OR Tambo International Airport.

SECURITY IN AND AROUND PRETORIA

Even though none of our past students has had any major security problems, we advise you to be vigilant at all times as you go about your business. Always let a classmate know where you will be so that in the event of any emergency you can easily be traced. Do not leave your property unattended. If you use the library facilities or come to the campus at night, you should walk to and from your residence with another student. Do not accept lifts from strangers and generally avoid situations that could be potentially dangerous. In the event of an emergency the emergency toll-free telephone number is 10111 for the police (flying squad), ambulance and fire department. The police station nearest the University is on Duxbury Road, within walking distance of your residence.

The police have on occasion stopped members of the public to establish whether they are legally in the country. They might require you to produce your identity document. If you are travelling outside Pretoria, you should take your passport with you. However, while you are within Pretoria, you must have your student card on you at all times and you should be able to get your passport should you be required to show your study permit to the police or other law enforcement agents.

CAMPUS SECURITY AND RISK MANAGEMENT

In the event that you have any problem of a security nature within the University or at your residence, contact Campus Security on 012 420 2310. Campus Security is located in the main administration building of the University and is open 24 hours.

There is also a Risk Management Section. You can report all emergencies through this office. These could range from being locked in a building or losing your room key over the weekend when the matron is unavailable. The phone number is the same as for Campus Security.

SPORTS CENTRE

Located at the end of South Street and within easy walking distance of your residence, the University's Hillcrest campus offers an impressive array of activities which we encourage you to take advantage of if you can. These include soccer, rugby, cricket, swimming, bodybuilding and tennis among others. Use of some of the facilities such as the gym requires payment of a membership fee. When you go to the sports centre, always take your student card with you. For further information regarding the Sports Centre phone 012 362 1574.

There is also a municipal swimming pool on the corner of Duxbury Road and Duncan Street.

EXCURSIONS

A number of social/educational excursions will be organised by the Centre for Human Rights to give students an opportunity to 'unwind'. Dates for these will be announced. The Centre for Human Rights will cover some of the expenses of these trips and students will be informed beforehand about the expenses. In the case of uncertainty, it is the student's responsibility to seek clarification.

ANNEX 1: PLAGIARISM DECLARATION

Students are required to attach this form to all assignments and their dissertation:

DECLARATION

I, Student No declare as follows:

- 1 I understand what plagiarism entails and am aware of the University's policy in this regard.
- 2 This assignment/examination/dissertation is my own, original work. Where someone else's work has been used (whether from a printed source, the internet or any other source) due acknowledgment has been given and reference made according to the requirements of the Faculty of Law.
- 3 I did not make use of another student's work and submit it as my own.
- 4 I did not allow anyone to copy my work with the aim of presenting it as his or her own work.

Signature: _____

Date: _____

ANNEX 2: DEBATE SCORING SHEET

STUDENT NAME:

MARKER NAME:

MARKER SIGNATURE:

NO.	CATEGORY	POINT	DETAIL	MAXIMUM MARK	MARK AWARDED
1	FORM				
1.1		Clarity of presentation	<ul style="list-style-type: none"> Thoughts are organised Good use of language Voice: audible 	15%	
1.2		Time management	<ul style="list-style-type: none"> Organisation of work Correct introduction and conclusion 	15%	
2	CONTENT				
2.1		Mastery of subject	<ul style="list-style-type: none"> Authority for statements Satisfactory answering of questions 	30%	
2.2		Persuasion	<ul style="list-style-type: none"> Convincing arguments Evidence of teamwork 	30%	
3	YOU AND YOUR PRESENTATION				
3.1		Body language	<ul style="list-style-type: none"> Nervousness managed well Decent eye contact maintained Inelegancies avoided (hands in pockets or touching face and body) 	10%	
	TOTAL			100%	

Comments:

ANNEX 3: FIELD TRIP PRESENTATIONS SCORING SHEET

<ul style="list-style-type: none">• balance between details of visits (places and persons) and substantive issues/insights;• time-keeping;• structure, organisation• group, not individual, effort	/30
<ul style="list-style-type: none">• professional presentation;• focus on 'added value' of visit – role of interviews, visits;• overview of main research, insights (thematic clusters)	/50
<ul style="list-style-type: none">• innovative/interesting/engaging audience (role play, drama, film, etc)	/20
Total	

ANNEX 4: AFRICAN MOOT COURT SCORING SHEET

Student name:

Marker:

INDICATORS	Score given	Highest possible score
<ul style="list-style-type: none">• Knowledge of the facts• Correct and articulate analysis of the issues		25
<ul style="list-style-type: none">• Familiarity with international authorities (preference should be given to the use of African sources)• General knowledge of substance and process of international law• Knowledge of legal principles directly applicable to the facts		25
<ul style="list-style-type: none">• Organisation• Clarity		25
<ul style="list-style-type: none">• Response to questions• Ingenuity• Persuasiveness		25
TOTAL		100%

Comments:

ANNEX 5: DISSERTATION AGREEMENT BETWEEN SUPERVISOR AND STUDENT AT SECOND SEMESTER DESTINATION

This agreement is partly based on guidelines applied by the Faculty of Law, University of Ghana

General advice:

- 1 Your dissertation project belongs to you and you must own it and take full responsibility for it.
- 2 Students must bear in mind, and are advised that their assigned supervisors are available for guidance, but the ultimate responsibility for the successful completion of the dissertation remains that of each graduate student.
- 3 Supervisors appreciate the importance of communication with their students and seek to provide them with valuable feedback and advice. Not following their advice, not accepting constructive criticism and avoiding feedback are characteristics supervisors believe impede the students' quality of work.
- 4 Supervisors are not there to spoon-feed students in all aspects of the dissertation (topic formation, literature review, argument, structure, etc.). Students must drive their own project forward. Avoidance, procrastination, laziness, a bare-minimum approach, lack of self-discipline, inability to work consistently, expecting results without great effort, poor work ethic, and not progressing steadily are impediments to dissertation completion which students must eschew.
- 5 An important part of pursuing a Master's degree is the ability to plan and prioritise work, meet agreed and/or notified deadlines and deliver work on time.

Supervisor's responsibilities:

The primary responsibility of supervisors is to assist students to complete the research within an agreed time frame. This includes taking reasonable steps, consistent with available resources:

- (a) to provide a time-bound framework within which the academic work can take place;
- (b) to provide academic guidance and monitor the progress of the dissertation, while acknowledging that the role of the supervisor is not to impose his or her own ideas in relation to a particular topic;
- (c) to provide adequate and timely feedback on written work to students and propel progress of work;
- (d) to facilitate administrative compliance;
- (e) to act as a guide to University and other research facilities;
- (f) to guide the student into wider contacts as appropriate to the research discipline;
- (g) to encourage the student to meet all applicable deadlines; and
- (h) to keep a record of formal contact/supervisory meetings for the benefit of both the supervisor and the student in the Dissertation Log.

Student's responsibilities:

Completing a Master's degree dissertation requires diligent, consistent and progressive work, unswerving focus, competence and confidence. Students must take responsibility for independently pursuing their dissertation with the guidance of their supervisors in a manner

which develops their own intellectual independence. This includes taking reasonable steps, consistent with available resources:

- (a) to diligently plan and actively embark on and pursue the research;
- (b) to identify and deal with problems associated with the research;
- (c) at all times, to continually and fully keep assigned supervisors informed and updated on the research progress;
- (d) to comply with administrative requirements; and
- (e) to keep to agreed 'milestones' with your assigned supervisor and take responsibility for the final form of the dissertation. Your assigned supervisor is under no obligation whatsoever to attend to the correction of typographical errors (whether major or minor) or to see to editing & binding tasks etc.

Supervisor's expectations:

- 1 Candidate arrives with a well-developed dissertation proposal. However, the supervisor may suggest changes in consultation with the student.
- 2 Candidate arrives, having completed some substantive research, in particular literature review.
- 3 Regular scheduled meetings (**at least** once every three weeks from the start of the semester) punctually attended by the candidate. Meetings to be scheduled in advance by the candidate. More frequent meetings may be arranged. All meetings should be recorded on the Dissertation Log.
- 4 Candidate to make and maintain contact via e-mail if regular meetings are impossible due to the physical absence of the supervisor.
- 5 Candidate to provide, at the first meeting, a time chart indicating the time to be spent on each phase of the research project, and further indicating when particular chapters will be finalised and submitted and when meetings will take place. The time chart should contain the following:
 - dates for submission by student of each of the parts/chapters of the draft dissertation;
 - dates for feed-back by supervisor for each of the parts/chapters of the draft dissertation;
 - dates for meetings at which feed-back will be discussed for each of the parts/chapters of the dissertation;
 - dates of submission of revised parts/chapters, implementing supervisor's comments;
 - date of final draft dissertation (at least a week before final submission on 28 October 2020), and time-line for final feed-back and permission to submit final version of the dissertation.
- 6 Candidate to ensure that all submitted work is written in an acceptable standard of English. It is not the supervisor's duty to do 'rough editing' and (s)he will merely concentrate on contents and structure.
- 7 Any revisions suggested by the supervisor to be resubmitted by the candidate within one week (along with the copy of the previous manuscript where comments were made by the supervisor).
- 8 Candidate has to demonstrate his/her research competence in order to be awarded a degree.
- 9 Candidate can only submit dissertation with approval of supervisor.
- 10 Candidate behaves in respectful manner towards supervisor.

11 Other expectations:

12 Comments by candidate on the abovementioned:

Candidate's expectations:

- 1 The supervisor may suggest changes to the dissertation proposal in consultation with the student.
- 2 Supervisor to be easily accessible throughout the semester either in person or via e-mail.
- 3 Clear mediation mechanisms must be explained/ agreed upon to deal with any grievances, personal problems or disagreements that may arise between the candidate and the supervisor.
- 4 All work submitted to the supervisor to be returned within a reasonable time (maximum turnover of one week), accompanied by written comments on the manuscript as well as separate general comments. The comments should relate to substantive issues such as structure, sources, argument and analysis.
- 5 Supervisor must consent to final submission of dissertation.
- 6 Supervisor behaves in respectful manner towards candidate.
- 7 Other expectations:

7 Comments by supervisor on the abovementioned:

Supervisor's plans and commitments:

- 1 The supervisor must set out, where applicable, his/her plans for providing supervision in terms of the time chart. The supervisor must indicate any expected absence, such as leave/sabbaticals (providing alternative arrangements for supervision if away for more than one month):

Supervision arrangements:

Candidate's plans and commitments:

- 1 The candidate must indicate any matter(s) that may have an impact on the time chart he/she provided (eg work pressure):

Candidate's undertakings:

ANNEX 6: DISSERTATION LOG

A Dissertation Log must be kept between the supervisor and student. Both parties have to sign this Log after each meeting. The Log has to be submitted together with the dissertation. (Please expand as appropriate to allow for more than four meetings.)

Supervisor:

Student:

Topic:

Record of meetings and action taken:

Meeting 1

Date of meeting:

Work

submitted/matters

discussed:

Action for next meeting:

Date of next meeting:

Supervisor (signature):

Student (signature):

Meeting 2

Date of meeting:

Work

submitted/matters

discussed:

Action for next meeting:

Date of next meeting:

Supervisor (signature):

Student (signature):

Meeting 3

Date of meeting:

Work

submitted/matters

discussed:

Action for next meeting:

Date of next meeting:

Supervisor (signature):

Student (signature):

Meeting 4

Date of meeting:

Work

submitted/matters

discussed:

Action for next meeting:

Date of next meeting:

Supervisor (signature):

Student (signature):

ANNEX 7: DISSERTATION: MARKER'S REPORT

Student name: _____ number/

Dissertation topic: _____

1	<i>Research question and methodology</i> Relevance, clarity, specificity of research question; clarity and appropriateness of research methodology; execution of research methodology (eg use, acknowledgment of sources)	25	
2	<i>Research</i> Scope and depth of research; familiarity with literature; demonstration of knowledge and input into issues involved; critical understanding of material	25	
3	<i>Argument</i> Overall construction of argument, logic and flow of argument; drawing relevant conclusions; "answer" to research question posed; "golden thread"	25	
4	<i>Language and formal academic conventions</i> Language concise and clear; structure, layout, style guidelines followed; bibliography punctuation	25	
TOTAL		100	

Guidelines: Marks out of 25: 21½=85%; 20=80%; 18½=75%; 17½=70%; 15=60%; 12½=50%

PLEASE NOTE THAT ALL MARKS OVER 80% WILL BE REMARKED (SEE BELOW)

Mark: _____

Please indicate if word count not indicated or not within range (18 000-20 000 words)_____

Marker (name in print): _____

Marker (signature): _____

Date: _____

DISSERTATION: COMPUTATION OF FINAL MARK

All dissertation markers **must** fill in the dissertation mark sheet. Marks that are not accompanied by a dissertation mark sheet will be disregarded.

- 1 The middle of three marks serves as reference point (if two marks are the same, one of them).
- 2 Any mark that differs 15% or more from the “middle mark” will automatically be remarked by an academic staff member of another partner university. The original mark will not be discarded, but the student will receive, in respect of that mark, the average of the initial marker and remarker’s marks. This rule applies to marks lower and higher than the “middle mark”.
- 3 All dissertations receiving a ‘fail’ (below 50%) and a mark above 80% will automatically be remarked. The original mark will not be discarded, but the student will receive, in respect of that mark, the average of the initial marker and remarker’s marks.
- 4 The following scale should serve as overall guideline:

Below 40: Complete fail. So inadequate that re-working would be so substantial that it would amount to starting the process anew.

Between 40 and 48: Fail. Clearly inadequate. Failure to demonstrate familiarity with basic academic conventions of presentation and organisation. (If a failing mark is awarded, indicate if the dissertation can be re-worked, and indicate which aspects need attention.)

Between 50 and 59: 50% represents a bare pass. Pedestrian, albeit competent, review of literature; basic understanding of issues (research question); fairly competent methodology. Sparse use of sources; lacking in organisation. Contains eg inappropriate or irrelevant material, not integrated into cogent argument. Inadequate use of language. Formal conventions poorly followed.

Between 60 and 69: Solidly executed, adequate organisation, competent methodology and conclusions adequately drawn. Very little originality. Acceptable use of language. Formal conventions adequately followed. Reasonably accurate and well-informed work, with some minor omissions and inaccuracies. Mostly relevant material used.

Between 70 and 73: Does not merit a distinction, but some evidence of originality and flair. Covers substance adequately, well organised. Clearly argued. Still, some omissions and inaccuracies.

Between 75 and 79: 75% is the lower end of the distinction bracket. Distinction with qualification. Evidence of originality and flair. Organisation or critical argumentation could have been improved. Evidence of critical evaluation and insight.

Between 80 and 89: A very strong distinction, without reservations. Demonstrates a full understanding of and insight into subject matter. Language lucid. Only the **most** minor

linguistic/structural/typographical corrections required. Authoritative coverage of literature, with own voice/argument. Originality and flair undeniable. Strong and coherent argumentation towards persuasive and original conclusions.

Above 90: Most exceptional. So outstanding that it would be publishable without any amendment. Masterly coverage of the topic that advances understanding of the subject area. Great originality and flair. Very effective use of language.

ANNEX 8: ASSESSMENT FORM: SECOND SEMESTER INTERNSHIPS

Student: _____

Internship: _____

A Time and work schedule (“log book”)

Total hours spent as intern: _____
 (Student intern must attach “log book” indicating hours spent to a minimum of 150 hours, signed by student intern and principal.)

B Supervisor at institution where attachment was undertaken: assessment of student’s performance

Truly exceptional (above 85%)	
Excellent (75-85%)	
Very good/surpassing expectations to some extent (66-73%)	
Satisfactory/According to expectations (50-65%)	
Unsatisfactory/Below expectations (0-48%)	

(mark one and give a mark in range indicated)

Justification: _____

Name: _____ Position: _____

Signed: _____ Date: _____

Contact details (e-mail and tel): _____

C *Final assessment: Co-ordinator at host university, in the light of above, as well as the written report by student intern and any examples of work (memoranda) done by student intern as part of the internship*

FINAL MARK: _____

Justification: _____

Signed: _____ Date: _____

ANNEX 9: INTERNSHIP AGREEMENT

AGREEMENT BETWEEN

referred to as the XXX

AND

..... referred to as the **PRINCIPAL**

AND

referred to as the **INTERN**

A INTERN'S OBLIGATIONS

- 1 On allocation to a **Principal**, the Intern must provide research assistance of a minimum of 150 hours during the period August to November 2020.
- 2 The times when the Intern must provide research assistance will be determined by the **Principal**.
- 3 The Intern will be answerable to the **Principal** who will determine the research tasks.
- 4 At the end of the internship, the Intern must supply the **Faculty** with a **report** of between 1 000 and 1 500 words dealing with the **research conducted** and the **issues** dealt with. Attached to the report must be **memoranda** and **research reports** that the intern prepared during the internship.

B PRINCIPAL'S OBLIGATIONS

- 5 The Principal undertakes to assign **research tasks** and **practical assignments** to the Intern in the area of constitutional law and such other tasks that may be incidental to the research.
- 6 The Principal must **supervise** the research work of the Intern.
- 7 The Principal must, at the end of the period of internship, complete the Assessment Form.

C FACULTY'S OBLIGATIONS

- 8 The **Faculty** undertakes to provide the intern with guidance in the execution of his or her research task and to meet on a monthly basis.
- 9 At the end of the internship, the Faculty must assess the Intern on the basis of the Assessment Form.

Signed for the Faculty

Date: _____

Signed for the Principal

Date: _____

Signed by the Intern

Date: _____

ANNEX 10: STYLE GUIDELINES (Pretoria University Law Press)

For examples of how this style looks in practice see the issues of the African Human Rights Law Journal, <https://www.ahrhj.up.ac.za/>

A REFERENCING TO SOURCES

REFERENCE TO BOOKS

- In footnotes (first reference): CH Heyns *Human rights law in Africa* (2004) 333 (Note: title not in initial caps; author's name not given, only initials; no space between initials)
- In footnotes (subsequent references): Heyns (n 2) 350 (no initial)
- In bibliography: Heyns, CH (2004) *Human rights law in Africa* The Hague: Martinus Nijhoff Publishers
- Two authors: CH Heyns & F Viljoen; in bibliography Heyns, CH & Viljoen, F
- More than two authors: in text CH Heyns *et al*; in bibliography Heyns, CH; Viljoen, F & Murray, R
- When referring to **translated** source: WD Ross (ed) *The works of Aristotle* trans DW Thompson (1910)

REFERENCE TO JOURNAL ARTICLES

- In footnotes (first reference): E Bondzie-Simpson 'A critique of the African Charter on Human and Peoples' Rights' (1998) 31 *Harvard Law Journal* 643
- In footnotes (subsequent references): Bondzie-Simpson (n 3) 644
- See above for two or more authors
- In bibliography: Bondzie-Simpson, E 'A critique of the African Charter on Human and Peoples' Rights' (1998) 31 *Harvard Law Journal* 643

REFERENCE TO CHAPTERS IN BOOKS

- In footnotes (first reference): D Hendrych 'Constitutionalism in the Czech Republic' in J Priban & J Young (eds) *The rule of law in Central Europe* (1999) 222
- In footnotes (subsequent references): D Brown 'A critique of the African Charter on Human and Peoples' Rights' in Priban & Young (n 3) 350
- In bibliography: Hendrych, D 'Constitutionalism in the Czech Republic' in Priban, J and Young, J (eds) (1999) *The rule of law in Central Europe* Aldershot: Dartmouth

REFERENCE TO THESES AND DISSERTATIONS

Unpublished: CH Heyns 'Civil disobedience in South Africa' unpublished PhD thesis, University of the Witwatersrand, 1992 169

REFERENCE TO NEWSPAPER ARTICLES

'The ordeal of children' *The Star* 29 September 2000 3

REFERENCE TO INTERNATIONAL INSTRUMENTS

- First reference (in text): UN Committee on Economic, Social and Cultural Rights (Committee on ESCR); subsequent references in text: Committee on ESCR
- First reference (in text): Universal Declaration of Human Rights (Universal Declaration)
- UN Committee on Economic, Social and Cultural Rights, General Comment 14

REFERENCE TO LEGISLATION

Act 13 of 1992 (not No), thereafter 'the Act'

Industrial Relations Act 8 of 2000 secs 12(1) & (3), 14(2) & 15(1)

REPORTS/PAPERS

The title of a freestanding report, paper or statement should be enclosed in quotation marks, not italicised. The same goes for the title of a webpage.

REFERENCE TO E-MAILS AND INTERVIEWS

E-mail messages and telephone calls should be cited as below:

E-mail from B Xhosa, Director-General, Department of Justice, South Africa, 28 July 2006.

Telephone communication with B Xhosa, Director-General, Department of Justice, South Africa, 28 July 2006.

Interview with B Xhosa, Director-General, Department of Justice, South Africa, Pretoria, 28 July 2006.

REFERENCE TO SOUTH AFRICAN CASE LAW

S v Makwanyane and Another 1995 3 SA 391 (CC)

The Government of the Republic of South Africa & Others v Grootboom & Others 2000 11 BCLR 1169 (CC)

REFERENCE TO INTERNATIONAL CASE LAW

African Commission:

If reported in *African Human Rights Law Reports*:

Modise v Botswana (2000) AHRLR 30 (ACHPR 2000)

If not reported in AHRLR:

Communication 101/93, *Civil Liberties Organisation v Nigeria*, Thirteenth Annual Activity Report (ACHPR)

African Court:

If reported in *African Court Law Report*:

John Lazaro v Tanzania (provisional measures) (2016) 1 AfCLR 593

Inter-American Commission:

Juan José López v Argentina, Inter-American Commission on Human Rights, case 11.395, merits report 73/11, 20 July 2011

Inter-American Court:

Velásquez-Rodríguez v Honduras. Inter-American Court of Human Rights, merits judgment, 29 July 1988, Series C No 4

Restrictions to the death penalty (arts 4(2) and 4(4) American Convention on Human Rights), Inter-American Court of Human Rights, advisory opinion OC-3/83, 8 September 1983, Series A No 3

European Court:

Sramek v Austria, application 8790/79, European Court of Human Rights, judgment, 22 October 1984

ICJ judgments:

Corfu Channel Case (UK v Albania) (merits) [1949] ICJ Rep 4

United Nations human rights treaty bodies:

Jijón v Ecuador, communication 277/1988, Human Rights Committee, views, 26 March 1992

REFERENCE TO FOREIGN CASE LAW (examples)

Canada:

Eldridge v British Columbia (1997) 151 DLR (4th) 577 (Supreme Court of Canada)

USA:

Goldberg v Kelly 397 US 235 (1970) (United States Supreme Court)

REFERENCE TO WEBSITES

<http://www.chr.up.ac.za> (accessed 31 January 2005); wherever such information is available the author and title of a website article should be cited as for a journal article:

B CROSS-REFERENCING

Footnotes referring to earlier footnotes should lead with the author's surname (no other initials and surname as in the first reference) or the abbreviated name of a case or authorless policy document:

Viljoen (n 16) 12-13.

Grootboom (n 17) para 99.

In order to avoid redundancy, an exception to this rule should be made when the sentence to which the footnote attaches includes a reference to the author, case, or document. In such cases, the format below should be used:

n 16 above, 12-13.

n 17 above, para 99.

Note that a comma should set off the page or paragraph reference in this last format but not in the format above.

SUBSEQUENT REFERENCE TO CASES

First reference in text: In the well-known case of *Grootboom v Minister of Housing* (*Grootboom* case)

Thereafter: The *Grootboom* case

C OTHER STYLE GUIDELINES

ABBREVIATIONS

- Abbreviations are generally not used in the text. (Exceptions: Madala J, Chaskalson P)
- Acronyms, abbreviated form – write term in full the first time, eg United Nations (UN) (no '... ', or 'hereafter' or 'later cited as')
- 'for example' (in text); use 'eg' only in footnotes⁴
- Use para and paras in footnotes, full out in text
- Use sec and secs, art and arts in footnotes, full out in text
- Use abbreviations in footnotes such as 'eg'

CAPITALISATION

- Avoid capital letters; only use for proper names and specifics, such as England, Constitutional Court
- Reference to a specific court: High Court, Constitutional Court: The Court held ... (but courts will not interfere ...)
- Reference to a specific Constitution (the South African Constitution; the Constitution of Nigeria); but generic constitutions
- Reference to a specific Bill of Rights (the Bill of Rights in the South Africa Constitution), but the bills of rights contained in African constitutions
- Reference to a specific Protocol – as above
- After a colon (:): Capital letter if a new full sentence is introduced; decap if it is merely a list of items
- Reference to books: CH Heyns *Human rights law in Africa*
- Reference to journals: *African Human Rights Law Journal*
'The human rights dimension of conflict' (NOT caps)

- Words **NOT** capitalised:

apartheid (not italics)
commissioners (but Commissioner Badawi)
court (unless specific court)
government
interim/final Constitution
member state
ordinary session (of Commission)
parliament (but Pan-African **P**arliament)
state
state party
twentieth century

- Words capitalised:

Anglophone
Chairperson
Cold War
Francophone
Lusophone
Preamble/Postamble
Protocol (specific)
Rules of Procedure
Secretariat
Secretary
Secretary-General
Shari'a
Southern Africa
Vice-Chairperson
West Africa
World War II
South, East, North, West

DATE FORMAT

31 January 2005 (**not** January 31st, 2005; 31 January, 2005)

FOOTNOTES

- Full stops after footnotes
- First line of footnote is indented; other lines aligned left
- No *ibid*, *supra*, etc
- Footnotes start with capitals, **except** if they start with 'n' (note) eg 'n 17 above'
- As far as possible, use abbreviations (without full stops) eg para, paras, sec, secs, art, arts, ch, etc
- If more than one source is cited in a footnote, list them chronologically (unless no dates, then alphabetically); separate sources with ';
- No 'paragraphs' in footnotes
- Use '&' when referring to articles and authors (arts 1 & 2; De Waal & Currie; *Grootboom & Others v Minister ...*); use 'and' in full sentences
- Journals are not abbreviated – provide full title, eg **not** *JAC*, but *Journal of African Law*
- No 'at' or 'page' – eg (2005) 1 *African Human Rights Law Journal* 375 380
- Authors: two authors, both names in full (&) with initials; more than two authors, use *et al*
- When referring to earlier footnote reference, **no** initial (Heyns n 2 above)
- Use 'as above' only when reference is exactly as in preceding footnote; otherwise 'n 33 above, 45'.

HEADINGS

Headings – do not use initial capital letters

HEADING LEVELS

1 Introduction (bold; font 14 pitch)

1.1 The South African experience (bold; font 12 pitch)

1.1.1 The position in Nigeria (bold; font 12 pitch)

Subsequent sub-headings: no numbering, italics

NUMERALS

- 1 – 10 written out (one, ten); above 10: figures (14, 32) **except** at start of sentence (Forty-five soldiers were killed ...)
- Ordinals:
In text: first, second, twenty-ninth, etc, **but** 2nd session of Commission, 29th session of Commission
In footnotes: 1st, 2nd, 29th (no superscript, eg 29th)
- Thousands: 25 000 (not 25,000 – space, not comma)
- Numbers should be separated by a hyphen and a space placed on each side of the hyphen: 150 000 - 290 000, not 150 000–290 000 or 150 000 – 290 000
15 - 49, not 15-49, 15–49 or 15 – 49
21.2 - 45.3%, not 21.2-45.3%, 21.2–45.3% or 21.2 – 45.3%

PUNCTUATION

- Avoid punctuation marks where possible
- No full stop after Mr, Prof, Dr, etc
- During 2003, the United Nations

- Quotations: ‘ ... ’ in South Africa ...’ (no full stop after ’)
- Footnote reference in text: ... in South Africa.⁶ (footnote number **after** full stop or comma); also when quote ends: ... in South Africa.’
- Avoid /, rather use ‘or’
- Bullets: If followed by full sentences, initial capital and full stop after each; if not full sentences, no initial cap and ‘;’ after each.

PARENTHESIS

Parenthetical text should be set off by dashes as below:

- Certain infringements that would simply not be capable of justification in terms of section 36(1) – infringements that occur in terms of simple state conduct, for example, unrelated to any law of general application – can be justified in terms of the reasonableness test that applies to the qualified rights.

Each of the following examples is incorrect:

- Certain infringements that would simply not be capable of justification in terms of section 36(1) - infringements that occur in terms of simple state conduct, for example, unrelated to any law of general application - can be justified in terms of the reasonableness test that applies to the qualified rights.
- Certain infringements that would simply not be capable of justification in terms of section 36(1)—infringements that occur in terms of simple state conduct, for example, unrelated to any law of general application—can be justified in terms of the reasonableness test that applies to the qualified rights.
- Certain infringements that would simply not be capable of justification in terms of section 36(1) — infringements that occur in terms of simple state conduct, for example, unrelated to any law of general application — can be justified in terms of the reasonableness test that applies to the qualified rights.

QUOTATIONS

Quotes longer than **30** words must be indented (on left hand side, not on right hand side), for example:

The challenge of building one nation and one economy in which all South Africans may participate and from which all may benefit remains a major challenge for the short, medium and perhaps even long term.

For indented quotes, use font 10 pitch.

Indented quotes do not have quotation marks.

The footnote sign should usually precede the indented quote, unless the indented quote forms part of a sentence, which ends at the end of the quote; then the footnote sign comes at the end of the quotation.

In quoted text, American spelling should not be changed to British spelling. The same goes for the title of a cited work. However, the name of an organisation should be spelled according to British norms regardless of how the organisation chooses to spell its own name. Thus, World Health Organization should be changed to World Health Organisation.

QUOTATION MARKS

Always use single quotes, unless it is a quote within a quote (then double quotes).

SPACING

Article 27(2) - no space before (2)

SPELLING OF SPECIFIC WORDS

UK English – ‘s’ instead of ‘z’ – organisation, not organization

acknowledgment (not acknowledgement)

co-operation

healthcare (not health care)

judge

judgment (not judgement)

licence

licensing

practice (noun)

practise (verb)

Shari’a

state party/parties (not states parties)

USE OF BRACKETS

Rather use commas than brackets for parenthesis.

USE OF BOLD

Avoid except for in headings

USE OF FOREIGN TERMS

- Try to avoid – replace with modern English term, instead of *supra* rather use ‘above’
- If used, use italics: eg *inter alia*, *status quo*

USE OF HYPHENS

anti-retroviral

bilateral (not bi-lateral)

case-law

claw-back clauses

co-operation

Dar es Salaam

decision making (but decision-making process)

extrajudicial

HIV positive (but HIV-positive status)

intergovernmental

mother-to-child-transmission

multilateral (not multi-lateral)

Secretary-General

subregion/subregional

subsection

Vice-Chairperson

USE OF ITALICS

- Always use italics for:
 - titles of journals, books, newspaper names, cases

- foreign words, unless acknowledged as part of English, and unless part of or in a quotation
- emphasis (... opinions on the *compatibility* of domestic laws ...) – add ‘emphasis added’ in footnote (use sparingly)
- Italics should not be used for legislation and treaties.