



UNIVERSITEIT•STELLENBOSCH•UNIVERSITY  
jou kennisvenoot • your knowledge partner

**Chinese 中文**

**Study Guide 2015**

学生手册

**Department of Modern Foreign Languages**

现代外语系

# CONTENTS

<b>1. Introduction</b>	<b>1</b>
<b>2. Module Outlines</b>	<b>2</b>
2.1 Chinese 178	2
2.2 Chinese 278	4
2.3 Chinese 318	6
2.4 Chinese 348	8
2.5 Chinese 778 (Honours)	10
<b>3. Important Dates</b>	<b>12</b>
3.1 Term dates	12
3.2 Test dates	12
3.3 Time tables	12
<b>4. Booklists</b>	<b>13</b>
4.1 Chinese 178	13
4.2 Chinese 278	13
4.3 Chinese 318 / 348	13
4.4 Chinese 778 (Honours)	13
<b>5. Student Performance</b>	<b>13</b>
5.1 Third year and Honours Long Essays	13
5.2 Honours mini-thesis	14
5.3 What to do when you have a problem or complaint	14
5.4 Plagiarism – Departmental Policy	16
<b>6. Assessment Policy</b>	<b>17</b>
6.1 Class attendance	17
6.2 Continuous Assessment	17
6.3 Sick leave	17
6.4 Medical certificates	17
6.5 Test clashes	17
<b>7. Bursaries and Prizes</b>	<b>17</b>
7.1 Chinese Bridge Competition	18
7.2 HSK Test	18
7.3 Summer/Winter Camp	18
7.4 Honours Bursary	18
<b>8. Partners</b>	<b>18</b>
8.1 Confucius Institute (CI)	18
8.2 Centre for Chinese Studies (CCS)	18
8.3 Postgraduate and International Office (PGIO)	19
8.4 Partner Universities in China	19

# 1. Introduction

The Department of Modern Foreign Languages offers a full range of undergraduate modules and an Honours programme in Chinese. Based on an intercultural and communicative approach, the Chinese modules are designed to provide a thorough competence in the spoken and written language. Students who major in the Chinese programme will have gained a critical appreciation of the Chinese language and culture from an African perspective.

Chinese is offered to non-mother tongue speakers in the following undergraduate programmes (up to 3rd year unless otherwise indicated):

- BA in Humanities
- BA in Social Dynamics (1st year only)
- BA in Language and Culture
- BA in International Studies

In addition, Stellenbosch University is the only university in South Africa that offers an Honours programme in Chinese which was launched in 2012. Most Honours graduates are currently in China to further their studies in Chinese or are registered for an MA degree at a University in China with scholarships offered by the Chinese government.

The Chinese section and the Confucius Institute at Stellenbosch University in particular have strong connections to China. The Chinese section encourages all students to take advantage of student exchange programmes and scholarships offered by the Chinese government via the Confucius Institute. Members of staff in the Chinese section are decidedly student-oriented, and are always ready to help all students in the journey of Chinese learning.

## Chinese Teaching Staff

	<b>E-Mail</b>	<b>Office</b>	<b>Office Phone</b>
Prof Yuanfang YU	yu@sun.ac.za	560 Arts Building	(021) 808 2033
Dr Ross ANTHONY	ranthony@sun.ac.za	4001 Wilcocks	(021) 808 2840
Mrs Wei ZHAO Senior Lecturer	zhaowei@sun.ac.za	561 Arts Building	(021) 808 2831
Mr Xiangcong LUO Lecturer	cong@sun.ac.za	556 Arts Building	076 035 3429
Mr Sadar MUZHAPAER	676931811@qq.com	4008 Wilcocks	(021) 808 9158

**Physical Address:** Secretariat, Room 548, Arts and Social Sciences Building, Merriman Ave, Stellenbosch, South Africa

**Postal Address:** Private Bag X1, Matieland 7602, SOUTH AFRICA

**Fax:** + 27 21 808 2035

**Departmental Senior Secretary**

Mrs Lizelle Engelbrecht	<b>E-Mail</b> lizellee@sun.ac.za	<b>Office</b> Room 548	<b>Office Phone</b> (021) 808 2133
-------------------------	-------------------------------------	---------------------------	---------------------------------------

**Department Chair:**

Prof Catherine du Toit	cdt@sun.ac.za	Room 541	(021) 808 2063
------------------------	---------------	----------	----------------

**Further information as well as important changes will be announced in class. Also consult our website:**

<http://academic.sun.ac.za/forlang/chinese.htm>

**2. Module Outlines****2.1 Chinese 178**

<b>Chinese 178 (24 credits)</b> <b>Introduction to Chinese Language and Culture</b>
--

**Contact periods:** 6 periods per week

**Coordinator:** Mr Xiangcong LUO

**Admission requirement:** none, only for true beginners of the language

**Module Design:**

<b>Semester 1</b>	<b>Language &amp; Culture</b> (4 lectures, 1 practical and 1 oral)
<b>Semester 2</b>	<b>Language &amp; Culture</b> (4 lectures, 1 practical and 1 oral)

**Teaching Staff**

	<b>E-Mail</b>	<b>Office</b>	<b>Office Phone</b>
Mr Xiangcong LUO Lecturer	cong@sun.ac.za	556 Arts Building	076 035 3429
Mrs Wei ZHAO Senior Lecturer	zhaowei@sun.ac.za	561 Arts Building	(021) 808 2831
Mr Sadar MUZHAPAER	<a href="mailto:676931811@qq.com">676931811@qq.com</a>	4008 Wilcocks	(021) 808 9158

**Description of Module Content**

*Core Lessons:* These are comprehensive lessons in which students are trained in all round language skills and grammar is explained and practiced.

*Textbook:* "New Practical Chinese Reader" (Textbooks 1 & 2); 1-6 lessons (Book 1), entry preparation, focusing on Chinese phonetics, 7-14 lessons (Book 1), including Chinese characters, vocabulary items, some basic grammatical points, and providing conversational practice 15-17 lessons (Book 2), fundamental linguistic structure and functions of the language, facilitating real communication, and related cultural knowledge along with the training of listening, speaking, reading and writing skills

*Exercise Book:* "New Practical Chinese Reader Workbook" It is a practical manual for students to do exercises and assignments both in and out of class.

### **Assessment**

*Continuous Assessment:* The assessment of the students' performance not only includes the quizzes and tests, but also class performance, attendance, and assignments. It will be calculated by percentage over the terms of the year. A student will not be qualified to attend the written or oral test at the end of the term if s/he is absent for FOUR times in tutorials and/or practical classes without a medical certificate. Any clashes with other subjects will be counted as absence.

### **Outcomes**

After completion of the yearly module study, students will be able to obtain some cultural and linguistic knowledge and perform the language skills as follows:

#### **Language Knowledge**

*Phonetics:* to have a good command of Chinese vowels, consonants, tones, change of tones, light tones, notes on spelling and retroflexion with "r" on correct pronunciation

*Vocabulary:* to know and recognize approximately 500 characters commonly used, to read and understand the meaning of the characters

*Grammar:* to understand and define all the basic grammatical points learnt in the texts

#### **Language skills**

*Listening:* to understand Chinese language with simple sentence patterns with minimum threshold characters, comprehend simple conversations

*Speaking:* to conduct a simple conversation in a communicative context

*Reading:* to define, translate and classify Chinese characters by reading paragraphs, passages and articles with the assistance of a dictionary with the vocabulary range of 500 characters

*Writing:* to be able to write Chinese characters with correct strokes, compose sentences using the language patterns learnt and write a passage of 100-150 characters based on a given topic

#### **Mark Allocation**

Written Test (Term 1, 60 min)	25%
Written Test (Term 2, 90 min)	
Written Test (Term 3, 60 min)	
Written Test (Term 4, 90 min)	
Assignments and homework	45%
Class tests	
Class performance and attendance	10%
Oral Test (Term 1, 10 min)	20%
Oral Test (Term 2, 15 min)	

Oral Test (Term 3, 10 min)  
Oral Test (Term 4, 15 min)

## 2.2 Chinese 278

<b>Chinese 278 (32 credits)</b> <b>Continued Study of the Chinese Language and Culture</b>
---

**Contact periods:** 5 periods per week  
**Coordinator:** Mr Xiangcong LUO

**Admission requirement:** Successful completion of Chinese 178 or equivalent qualification

**Module design:**

<b>Semester 1</b>	Language & Culture	4 lectures (language & culture), and 1 practical
<b>Semester 2</b>	Language & Culture	4 lectures (language & culture), and 1 practical

### Teaching Staff

	<b>E-Mail</b>	<b>Office</b>	<b>Office Phone</b>
Mr Xiangcong LUO	cong@sun.ac.za	561 Arts Building	(021) 808 2831
Mr Sadar MUZHAPAER	676931811@qq.com	4008 Wilcocks	(021) 808 9158

### Description of module content

*Core lessons:* These are comprehensive lessons in which students are trained in all round language skills especially the ability to recognize characters. Grammar is explained and defined, spoken Chinese is practiced.

*Textbook:* "New Practical Chinese Reader" (Textbooks 2 & 3); 18-26 lessons (Book 2) and 27-30 lessons (Book 3), focusing on developing the students' ability to communicate using the language structure, facilitating real communication, and related cultural knowledge along with the training of listening, speaking, reading and writing skills

*Exercise Book:* "New Practical Chinese Reader Workbook" It is a practical manual for students to do exercises and assignments both in and out of class.

*Chinese Culture:* Students will be required to do self-study on a range of topics related to Chinese culture and will be evaluated in oral and written assignments on a selection of themes relating to Chinese culture.

### Assessment

*Continuous Assessment:* The assessment of students' performance includes not only the quizzes and tests, but also class performance, attendance and assignments. It will be calculated by percentage over the terms of the year. All practical and tutorials are compulsory. A student will not be qualified to attend the written or oral test at the end of the term if s/he is absent for FOUR times in tutorials and/or practical classes without a medical certificate. Any clashes with other subjects will be counted as absence.

## Outcomes

After completion of the Chinese 278 Module study, students will be able to obtain substantial knowledge and skills of Chinese language and culture performed as follows:

### Language Knowledge

*Vocabulary:* to know approximately 1000 Chinese commonly used words and related words, to read and understand the meaning of the words and to use most of them in the appropriate cultural context

*Grammar:* to learn more complicated grammar rules, to understand, define, analyse and use all the commonly used grammar points learned;

The grammar points will be in accordance with the HSK exam requirement.

*Phonetics:* to pronounce the characters with correct tones and intonation, and be relatively fluent in reading and speaking

### Language skills

*Listening:* to understand the lectures mainly in Chinese and understand conversations within a more complicated context at normal speed with a vocabulary of approximately 800 characters

*Speaking:* to conduct conversations with confidence in appropriate social contexts

*Reading:* to be able to understand and read Chinese short stories and other literature works above elementary level with the assistance of a dictionary

*Writing:* to write paragraphs and short essays with given topics with 200-300 Chinese characters

### Mark allocation

Written Test (Term 1) (90 min)	20%
Written Test (Term 2) (120 min)	
Written Test (Term 3) (90 min)	
Written Test (Term 4) (120 min)	
Assignments and homework	35%
Class tests	
Class performance and attendance	10%
Written assignments and tests (culture)	15%
Oral Test (15 min)	20%

## 2.3 Chinese 318

<b>Chinese 318 (24 credits)</b> <b>Intermediate Study of Chinese Language and Culture I – Semester 1</b>
---

**Contact periods:** 5 periods per week

**Coordinator:** Prof Yuanfang YU

**Admission requirement:** Successful completion of Chinese 278 or equivalent qualification

**Module design:**

<b>Semester 1</b>	Language & Culture	4 lectures (language & culture), and 1 practical
-------------------	--------------------	--

### Teaching Staff

	<b>E-Mail</b>	<b>Office</b>	<b>Office Phone</b>
Mrs Wei ZHAO Senior Lecturer	zhaowei@sun.ac.za	561 Arts Building	(021) 808 2831
Mr Sadar MUZHAPAER	676931811@qq.com	4008 Wilcocks	(021) 808 9158
Prof Yuanfang YU	yu@sun.ac.za	560 Arts Building	(021) 808 2033

### Description of module content

#### 1<sup>st</sup> Semester

*Core lessons:* These are comprehensive lessons in which students are trained in all round language skills especially the ability of reading and writing. Grammar is explained and defined, spoken Chinese is practiced.

*Textbook:* "New Practical Chinese Reader" (Textbooks 3 & 4), including vocabulary, grammar and functional items

*Exercise Book:* "New Practical Chinese Reader Workbook" It is a practical manual for students to do exercises and assignments both in and out of class.

*Reading and Translation:* Pieces of reading passages and translation exercises will be assigned to students as reinforcement for the students' language ability.

*Essay in Chinese:* A 400-450 character essay in Chinese is required based on the regular training of composing in Chinese.

*Chinese Culture:* Students will be required to do self-study on a range of topics related to Chinese culture and will be evaluated in oral and written assignments on a selection of themes relating to Chinese culture.

### Assessment

*Continuous Assessment:* The assessment of the students' performance includes not only written and oral tests, but also class performance, attendance, and assignments. It will be calculated by percentage over the terms of the semester. All practical and tutorials are compulsory. A student will not be qualified to attend the written or oral test at the end of the term if s/he is absent for FOUR times in tutorials and/or practical classes without a medical certificate. Any clashes with other subjects will be counted as absence.



## Outcomes

After completion of the Chinese 318 Module study, students will be able to obtain substantial knowledge and skills of the Chinese language and culture performed as follows:

### Language Knowledge

*Vocabulary:* to recognize and use approximately 500-600 Chinese characters and related words, to read and understand the meaning of the words and to use them in appropriate social contexts.

*Grammar:* to learn more complicated grammar rules, to understand, define and analyse all the commonly used grammar points which are used in accordance with the culture context. The grammar points will be in accordance with the HSK exam requirement.

*Phonetics:* to pronounce the characters with correct tones and intonation, and be fluent when reading and speaking

### Language skills

*Listening:* to understand the lectures mainly in Chinese and understand conversations in more complicated context at a normal speed with a vocabulary of 1200-1500 characters

*Speaking:* to conduct conversations with confidence in appropriate social contexts

*Reading:* to be able to understand and read Chinese short stories and other literature works at pre-intermediate level with the assistance of a dictionary.

*Writing:* to write essays with commonly used vocabulary learnt

### Mark allocation

Written Test (Term 1) (Language - 120 min)**	20%
Written Test (Term 2) (Language - 150 min)**	
Written assignments and homework	35%
Class tests	
400-450 Character essay in Chinese	
Class performance and attendance	10%
Chinese Culture assignments and tests	15%
Oral test	20%

**\*\*will be examined internally and externally**

## 2.4 Chinese 348

<b>Chinese 348 (24 credits)</b> <b>Intermediate Study of Chinese Language and Culture II – Semester 2</b>
--

**Contact periods:** 5 periods per week

**Coordinator:** Prof Yuanfang YU

**Admission requirements:** Successful completion of Chinese 318 or equivalent qualification

### Module design:

<b>Semester 2</b>	Language and Culture	4 lectures (language & culture), and 1 practical
-------------------	----------------------	--

### Teaching Staff

	<b>E-Mail</b>	<b>Office</b>	<b>Office Phone</b>
Mrs Wei ZHAO Senior Lecturer	zhaowei@sun.ac.za	561 Arts Building	(021) 808 2831
Mr Sadar MUZHAPAER	676931811@qq.com	4008 Wilcocks	(021) 808 9158
Prof Yuanfang YU	yu@sun.ac.za	560 Arts Building	(021) 808 2033

### Description of module content

#### 2<sup>nd</sup> Semester

*Core lessons:* These are comprehensive lessons in which students are trained in all round language skills especially the ability to recognize characters. Grammar is explained and defined, spoken Chinese is practiced.

*Textbook:* “New Practical Chinese Reader” (Textbook 4), including vocabulary, grammar and functional items

*Exercise Book:* “New Practical Chinese Reader Workbook” It is a practical manual for students to do exercises and assignments in and out of class.

*Reading and Translation:* Pieces of reading passages and translation exercises will be assigned to students as reinforcement for the students’ language ability.

*Essay in Chinese:* A 450-500 character essay in Chinese is required based on the regular training of composing in Chinese.

*Chinese Culture:* Students will be required to do self-study on a range of topics related to Chinese culture and will be evaluated in oral and written assignments on a selection of themes relating to Chinese culture.

### Assessment

*Continuous Assessment:* The assessment of the students’ performance includes not only written and oral tests, but also class performance, attendance, assignments. It will be calculated by percentage over the terms of the semester. All practical and tutorials are compulsory. A student will not be qualified to attend the written or oral test at the end of the

term if s/he is absent for FOUR times in tutorials and/or practical classes without a medical certificate. Any clashes with other subjects will be counted as absence.

### **Outcomes**

After completion of the Chinese 348 Module study, students will be able to obtain substantial knowledge and skills of Chinese language and culture performed as follows:

#### **Language Knowledge**

*Vocabulary:* to recognize and use approximately 500-600 Chinese characters and related words, to read and understand the meaning of the words and to use them in appropriate social contexts.

*Grammar:* to learn more complicated grammar rules, to understand, define, analyse and use all the grammar points learned in speaking and writing. The grammar points will be in accordance with the HSK exam requirement.

*Phonetics:* to pronounce the characters with correct tones and intonation, and be fluent in reading and speaking

#### **Language skills**

*Listening:* to understand the lectures mainly in Chinese and understand conversations in more complicated contexts at a normal speed with a vocabulary of 1500-1600 characters

*Speaking:* to conduct conversation with confidence in various social contexts

*Reading:* to be able to understand and read Chinese short stories and other literature works at intermediate level with the assistance of a dictionary

*Writing:* to write essays with correct grammar and style

#### **Mark allocation**

Written Test (Term 3,120 min)**	20%
Written Test (Term 4,150 min)**	
Written assignments and homework	40%
Class tests	
450-500 Character essay in Chinese	
Class performance and attendance	10%
Chinese culture	15%
Oral test (20 min)**	15%

**\*\*will be examined internally and externally**

## 2.5 Chinese 778 (Honours)

<b>Chinese 778 Honours (120 credits)</b> <b>Upper-intermediate Study of Chinese Language and Culture</b>
---

**Contact periods:** 10 periods per week

**Coordinator:** Prof Yuanfang YU

**Admission requirements:** A pass of at least 60% for Chinese 348 and an oral test

### Module design:

Semester 1 (Term 1)	Language, Culture and History	6 lectures (language & culture) 2 lectures (history) 1 practical and 1 seminar
Semester 1 (Term 2)	Language, Culture and History	6 lectures (language & culture) 2 lectures (history) 1 practical and 1 seminar
Semester 2 (Term 3)	Language, Culture and History	6 lectures (language & culture) 2 lectures (history) 1 practical and 1 seminar
Semester 2 (Term 4)	Immersion Programme in China	

### Chinese Teaching Staff

	<b>E-Mail</b>	<b>Office</b>	<b>Office Phone</b>
Dr Ross ANTHONY	ranthony@sun.ac.za	4001 Wilcocks	(021) 808 2840
Mr Sadar MUZHAPAER	676931811@qq.com	4008 Wilcocks	(021) 808 9158
Prof Yuanfang YU	yu@sun.ac.za	560 Arts Building	(021) 808 2033

### Description of module content

The Honours programme in Chinese consists of two modules. Module one aims to enhance the learners' language skills and knowledge of the target language and culture. In addition, an immersion programme is part of Module one, in which learners will attend an intensive course at the designated university in China and experience the culture and life style of the Chinese people. In Module two students are expected to complete a mini-thesis of their own chosen topic related to the Chinese language and culture studies.

*Textbook:* "Bridge: A Practical Intermediate Chinese Course" (Volumn 1)

*Reading and Translation:* Pieces of reading passages and translation exercises will be assigned to students as reinforcement for the students' language ability.

*Essay in Chinese:* A 1000 character essay in Chinese is required based on the regular training of composing in Chinese.

*Chinese Culture and history:* Students will be required to do self-study on a range of topics related to Chinese culture and will be evaluated in oral and written assignments on a selection of themes relating to Chinese culture.

### **Assessment**

*Continuous Assessment:* An oral and written test will be held at the end of each term. Assignments are submitted for each individual theme every week and oral presentations are delivered by students on specific topics. A mini-thesis is worked on individually throughout the year, and is finally submitted at the end of the year. All practical and tutorials are compulsory. A student will not be qualified to attend the written or the oral test at the end of the term if s/he is absent for FOUR times in class without a medical certificate. Any clashes with other subjects will be counted as absence.

### **Outcomes**

After completion of the Chinese Honours programme, students will be able to obtain substantial knowledge and skills of Chinese language and culture performed as follows:

#### **Language Knowledge**

*Vocabulary:* to recognize and use approximately 1500 Chinese characters and related words, to read and understand the meaning of the words and to use them in appropriate social contexts

*Grammar:* to learn more complicated grammar rules, to understand, define, analyse and use all the grammar points learned in speaking and writing

The grammar points will be in accordance with the HSK exam requirement.

*Phonetics:* to pronounce the characters with correct tones and intonation, and be fluent in reading and speaking

*Culture and history:* Students are expected to have a systematic knowledge of Chinese history and culture.

#### **Language skills**

*Listening:* to understand the lectures mainly in Chinese and understand conversations in more complicated contexts at a normal speed with a vocabulary of 3000 characters

*Speaking:* to conduct conversation with confidence in various social contexts

*Reading:* to be able to understand and read Chinese short stories and other literature works at upper-intermediate level

*Writing:* to write different types of essays with acceptable length in the genre

### **Mark allocation**

There are two compulsory modules for Chinese 778.

Module one: Chinese 771 (90 credits)

Written Test (180 min)\*\* 30%

Assignments and homework 20%

Class performance and attendance 10%

Chinese culture and history 20%

Oral test (20 min) 20%

Module two: Mini-thesis\*\* 772 (30 credits) 100%

**\*\*will be examined internally and externally**

### 3. Important dates

#### 3.1 Term dates

	<b>Dates</b>	<b>Public Holidays</b>
<b>First Term:</b>	Mon 2 Feb – Fri 13 March	Saturday 21 March – Human Rights
<b>Second Term:</b>	Mon 16 March – Fri 15 May  (End of 1st semester: Friday 26 June)	Recess: 03 April – 12 April Friday 03 April – Good Friday Monday 06 April – Family Day Monday 27 April – Freedom Day Friday 01 May – Workers’ Day Tuesday 16 June – Youth Day
<b>Third Term:</b>	Mon 20 July – Fri 4 Sept	Sunday 9 August – National Women’s Day
<b>Fourth Term:</b>	Mon 14 Sept – Fri 23 Oct (End of 2nd semester: Friday 11 December)	Recess: 5 – 13 September Thursday 24 September – Heritage Day

#### 3.2 Test dates

In addition to the written tests, there will be **orals for every module** at the end of each term. Dates will be announced during lectures and posted on notice boards.

#### **Chinese 178**

Fri 13/03, Sat 30/05, Tue 15/09, Sat 14/11 (14:00)

#### **Chinese 278**

Wed 18/03, Sat 23/05, Mon 31/08, Tue 03/11(14:00)

#### **Chinese 318 (1st semester)**

Tue 17/03, Fri 22/05 (09:00)

#### **Chinese 348 (2nd semester)**

Thu 17/09, Fri 06/11 (9:00)

#### 3.3 Time tables

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Chinese 178	Mon 12:00	Wed 08:00	Fri 09:00	
Chinese 278	Mon 08:00	Wed 09:00	Thur 12:00	
Chinese 318 348	Mon 16:00	Tue 14:00	Thur 11:00	Fri 10:00

Important note: Time table changes as follows:

30 April class → 08 May    11 Aug. class → 17 Aug.    23 Sept. class → 29 Sept.

## 4. Booklists

### 4.1 Chinese 178

The Way We Communicate 2009, first edition. Huayu Teaching Press  
Legends of Ten Chinese Traditional Festivals May 2007 (5th ed.) Hai Tun Press  
China: A Great Country in the East (1-4) Nov, 2002, Beijing Language University Press  
Common Knowledge about Chinese Culture 2006, China: Higher Education Press.

### 4.2 Chinese 278

Chinese Virtue Stories May, 2007, third edition. World Knowledge Press  
Family 2008, (2nd ed.) Huayu Teaching Press  
Spring 2008, (2nd ed.) Huayu Teaching Press  
Alice in Wonderland May, 2006, (2nd ed.) World Knowledge Press  
A Fan Ti March, 2009, (7th ed.) Xinjiang Youth Press  
Common Knowledge about Chinese History 2006, China: Higher Education Press.  
Common Knowledge about Chinese Geography 2006, China: Higher Education Press.

### 4.3 Chinese 318 / 348

The Wizard of OZ May, 2006, (2nd ed.) World Knowledge Press  
The Mindless and The Unhappy (Scatterbrain and Crosspath)” Sep, 2009, (5th ed.)  
Zhejiang Juvenile Press  
Teahouse May, 2004, (2nd ed.) China Translation Publishing Company  
The Adventures of Tom Sawyer Aug, 2008, Beijing Juvenile and Children’s Publishing  
House  
Monkey King Aug, 2008, first edition. Beijing Normal University Press  
中国教育部课程教材研究所 2007 《中国文化读本》，人民教育出版社

### 4.4 Chinese 778 (Honours)

Meizi Han—Classic Children’s Stories. March, 2009, Beijing Juvenile and Children’s  
Publishing House  
Marco Polo in China Jan, 2010, China Intercontinental Press  
Outlaws of the Marsh Aug, 2008, Jilin Fine Arts Press  
West Journey Aug, 2008, Jilin Fine Arts Press  
Stories of Spring and Autumn Period Apr, 2009, (2nd ed.) Zhejiang Juvenile and Children’s  
Publishing House  
《外国人实用汉语语法》李德津、程美珍 1988, 华语教学出版社  
A series of Chinese history reading topics will be designated in lectures.

## 5. Student Performance

### 5.1 Third year and Honours Long Essays

The long essay consists of 800 characters for the third year and 1000 characters for Honours.  
The essays are due at the end of the second semester (due dates will be announced during  
lectures)

Guidelines for essay writing and referencing are available on the departmental website, as  
well as the library website ([www.sun.ac.za/library/](http://www.sun.ac.za/library/))

## **5.2 Honours mini-thesis**

A mini-thesis of 15 000 words (appendices excluded) on a topic of the student's choice under the supervision of a lecturer of the student's choice. A proposal of ± 500 words is submitted at the end of April for approval and the assessment is concluded by an oral defense. Students are required to hand in 3 bound copies of the mini-thesis on the due date (to be announced).

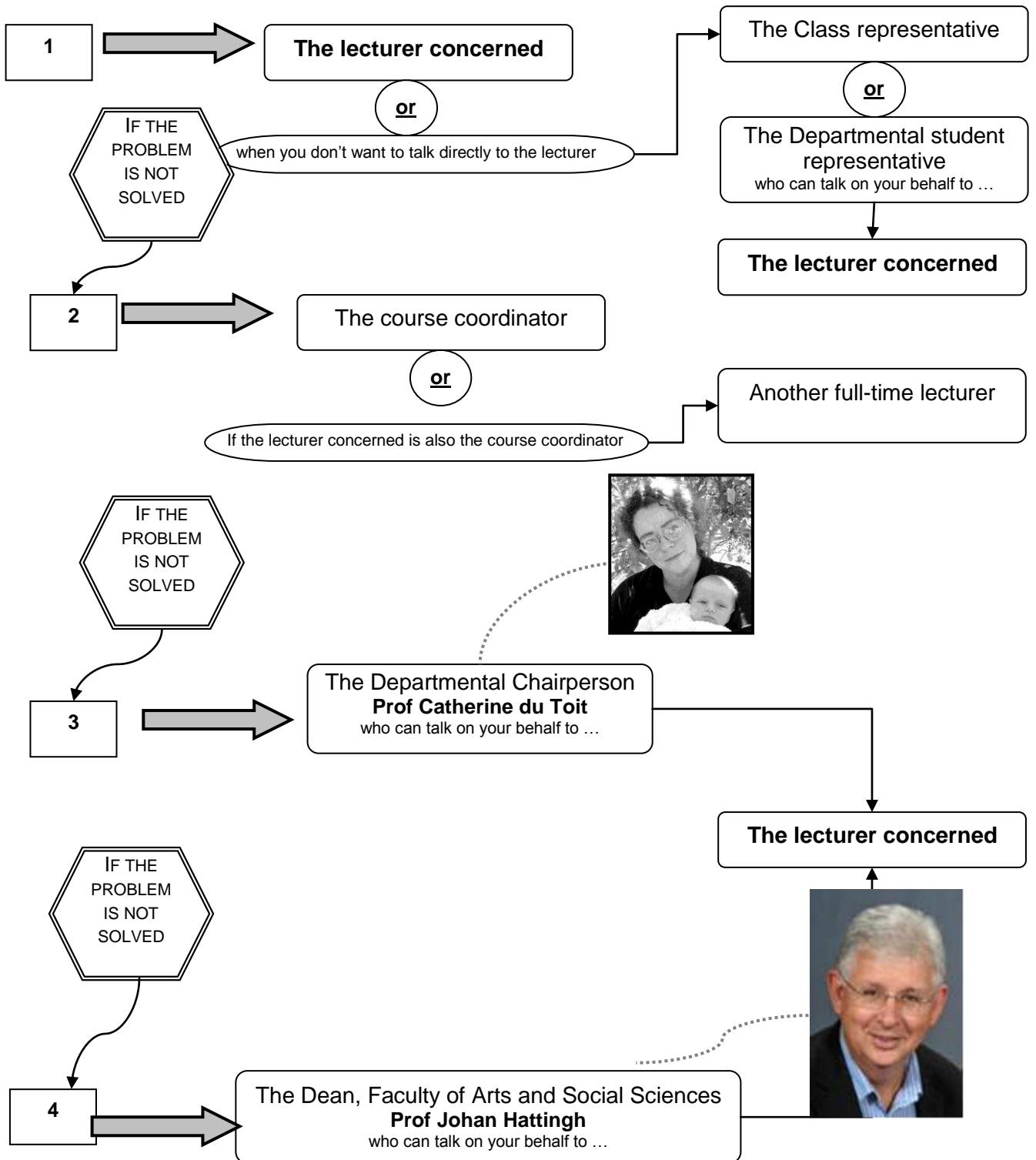
## **5.3 What to do when you have a problem or complaint**

### **KEEP THE FOLLOWING IN MIND:**

- It is best to solve the problem on the first two levels before involving external people.
- Do not skip levels!
- Put problems down on paper where possible so that you are sure of expressing yourself well.
- Choose a convenient time to speak to lecturers: during consultation times or by appointment.
- Should you wish to involve your parents, please make sure that they have been extensively informed not only about the Department rules but also about the history leading up to the problem or complaint.
- Make sure that you have indeed gone through all possible avenues before reaching the fifth level.
- Do not wait until the problem has got out of hand or become too painful before you discuss it with the appropriate people.
- The successful handling of individual or general problems helps us to improve our academic programme.
- Besides problems and complaints, we also appreciate any constructive criticism and creative suggestions. You do not have to wait for the student evaluation forms to make your views known! Try also at the same time to find practical solutions to problems that you have come across.



## What to do when you have a problem or complaint



## 5.4 Plagiarism – Departmental Policy

### **Please note:**

All assignments excluding language exercises **MUST** be accompanied by the Modern Foreign Languages plagiarism form. The form which can also be downloaded from the departmental website looks as follows:

Name : \_\_\_\_\_ Programme : \_\_\_\_\_

### **DEPARTMENT OF MODERN FOREIGN LANGUAGES PLAGIARISM FORM**

(This form must be completed and handed in with every written assignment, excluding language exercises.)

**Plagiarism is a serious offence**, which amounts to intellectual theft. A student who commits plagiarism will forfeit all marks for the assignment in question and will thus receive **0%** for his/her assignment. Stellenbosch University is committed to maintaining excellence and academic integrity. Therefore disciplinary action may be taken against students who violate the scholarly standards of Stellenbosch University. Students will be penalised in line with faculty procedures

### **What is plagiarism?**

Plagiarism means taking over the work (words, ideas, intellectual or artistic creations) of another person or persons, whether published or not, and to present such work as the presenter's (author or speaker) own. The following transgressions amount to plagiarism: submitting another person's work or part thereof as your own; a word for word repetition or direct translation of words or sentences from another person's work, including the work of a fellow student or lecturer or class notes without the necessary and correct acknowledgement of the original source; the submission of a student's own work that has already been submitted for another module without referring to the original source; the repetition of another person's ideas in own words without acknowledging the original source; the use of any translation programmes to translate even own ideas into a foreign language in modules where the correct use of the foreign language forms part of the evaluation process; the editing, revising, rewriting of any assignment by an external native speaker; incomplete an/or inconsequent references to works cited and used; the use of direct quotations without quotation marks.

### **Check each point and tick where relevant before submitting your assignment**

- I have answered all questions in full
- The assignment is typed; I used double-spacing and left a margin for the lecturer's comments.
- The length of my assignment corresponds to the requirements
- I know what plagiarism is and that it is wrong
- I have indicated all my sources clearly and my assignment contains a full bibliography
- I have not made use of a translation programme or I have not sought/obtained the assistance of a native speaker
- This assignment is entirely my own work

Additional comments regarding sources used or help received from another person:

All assignments must be handed in **on or before the due date**. Assignments may only be handed in late if the student can produce a medical certificate for the relevant time period. **10% per day will be deducted** in all instances for a maximum of two days. After that the student will receive **0%** for the work in question. Weekend days are also taken into account.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## 6. Assessment policy

### 6.1 Class attendance

Class attendance is very important when learning a language and will be monitored very strictly. Progress and the lack thereof clearly indicate that poor class attendance is the major reason for poor student performance. Should you have to miss a class and it is beyond your control, please remember that it is your, and not your lecturer's responsibility to obtain the information and notes, and to catch up the missed work.

A record of attendance is kept and a pattern of unsatisfactory class attendance (less than 80%) will lead to your exclusion from the course after due warning. Your study record will be deemed incomplete.

### 6.2 Continuous Assessment

Continuous assessment is used in all undergraduate modules of the Department and therefore there are no "second opportunity" tests in June and November. Details of how the final mark is calculated in each module are made available in the module outlines.

### 6.3 Sick Tests

Please note that the Department does not have official dates for sick tests. If a student is unable to come to a compulsory test/oral due to sickness with a valid medical certificate, the course coordinator or lecturer has to be informed **within 24 hours** (by email or telephone, or contact the secretary at 021-808 2133). Please note that an individual sick test will be arranged only if the **original valid medical certificate** has been presented. The sick test will take place within a week after the expiry of the medical certificate.

### 6.4 Medical certificates

If you are too sick to attend class, do homework or write a test, please consult a doctor to get a medical certificate and have your lecturer informed immediately, within 24 hours. **No pre- or post-dated medical certificates, and only originals, will be accepted.** Please note that your lecturer may contact your doctor. Should you need the certificate for other departments, please bring along the original and a photocopy which you can leave with us and ask the lecturer concerned to sign the photocopy after he/she has seen the original. The certificate needs to indicate clearly whether you are booked off for classes and/or tests and has to be legible. The medical certificate has to be presented to your lecturer immediately after the expiry thereof. *Please be assured that you can always count on the lecturers' understanding, discretion and support in the case of medical problems.*

### 6.5 Test clashes

Should your test clash with another subject's test date, inform your lecturer well in advance and alternative arrangements will be made. Your lecturer will need your official test time table or a statement from the lecturer of the other subject in this regard. No alternative arrangement will be made if a student fails to show up for a test because of a clash of which his/her lecturer had not been informed in advance.

## **7. Bursaries and Prizes**

### **7.1 Chinese Bridge Competition**

The Chinese Bridge Competition is an annual event organized by Hanban (The Office of Chinese Language Council International), the purpose of which is to create a platform for learners of Chinese to show their language skills, cultural knowledge and artistic talent. Preliminary rounds are done in different countries in April or May each year and the winners (first prize and second prize winners) will represent their countries to proceed to the semi-finals and finals held in China in July. Expenses for the above-mentioned prize winners will be fully covered by Hanban, including international airfare, food and accommodation and sight-seeing. At the same time, those prize winners will also receive a six month (12 month for the finalists in the competition) bursary for studying in a Chinese university. Students from Stellenbosch University have won most first and second prizes in the preliminary rounds in South Africa in the past years.

### **7.2 HSK Test**

The HSK test is a Chinese Proficiency test, administered by Hanban throughout the year. There are six levels of the test. Students who pass level 5 of the test will receive a two-year scholarship for doing the Master's degree in Teaching Chinese as a foreign language. The scholarship holders will have their own choice for the preferred university to study in China.

### **7.3 Summer/Winter Camp**

The camp is sponsored by Hanban and is open to all second and third year students who are selected mainly on their academic merits and continuation of the study. It is a great opportunity for students to experience the Chinese culture, the language and the society. The camp, covering tuition fees, accommodation and food, is a three-week intensive study at a Chinese university in China. Some cultural activities and sight-seeing tours are arranged at weekends by the host university in China.

### **7.4 Honours Bursary**

As an essential part of the Honours' programme, students receive a bursary for studying at a prestigious university in China for one semester (according to that university's academic calendar). The bursary includes international airfare, tuition fees, and accommodation.

## **8. Partners**

### **8.1 Confucius Institute (CI)**

The Chinese section has a strong connection with the Confucius Institute at Stellenbosch University. In addition to some cultural events, we collaborate with the Confucius Institute to organize annual activities to provide access for students to participate in the Chinese Bridge Competition, and to take an internationally recognized Chinese Proficiency Test (HSK) offered by the HSK test centre in China. Website: <http://www.sun.ac.za/cisu>

### **8.2 Centre for Chinese Studies (CCS)**

The Centre for Chinese Studies (CCS) at Stellenbosch University is a research institute. It provides an academic platform in Africa for the study of China and conducts relevant commissioned analysis of China-related research for government, business, and academia. The centre has also made contributions in teaching for the Chinese Honours' programme. Website: <http://www.ccs.org.za/>

### **8.3 Postgraduate and International Office (PGIO)**

The Chinese section has a close connection with the Postgraduate and International Office at the University. The PGIO provides students both at undergraduate and postgraduate level with support in exchange programmes, and in international collaboration. In addition it also provides financial and administrative support for the summer/winter camp in China. Website: <http://www.sun.ac.za/international/>

### **8.4 Partner Universities in China**

Xiamen University is one of the prestigious universities in China. The Confucius Institute in China selected Stellenbosch University as Xiamen's partner university. Xiamen University has a solid training programme in Chinese for foreign learners. Our summer and winter camps have been located at Xiamen University (<http://www.xmu.edu.cn>) for the last three years. In addition, Renmin University (<http://www.ruc.edu.cn>) and Beijing Language and Culture University ([blcu.edu.cn](http://blcu.edu.cn)) are also our partner universities in China. The Honours students have studied for one semester at Renmin University in Beijing in 2012, at Xiamen University in 2013 and Beijing Language and Culture University in 2014.