



## Centre for Open and Lifelong Learning

22 September 2020

### IMPORTANT NOTICE

#### Dear Distance Education Students

Welcome to the Second Semester of 2020.

The novel coronavirus COVID-19 disrupted the everyday operations at the Centre for Open and Lifelong Learning (COLL), and therefore, we adapted to the new normal. The centre, thus, changed its operations to adhere to the safety regulations and, at the same time, provide an improved service to you. The staff, however, remains committed and will provide the support to you through all mediums to ensure that you receive the service you require. We are aware of the specific circumstances of many distance education students, especially during this time, and the various responsibilities you need to attend while studying. Kindly, therefore, take note of the below.

#### Study Guides

A Flipbook replaced the printed study guide and will be available on the MOODLE Platform in each course. **Please, therefore, note that no printed study guides will be issued to distance education students from Semester 2, 2020 onwards.**

#### Assignment Submission

All assignments should be submitted on the MOODLE Platform in Microsoft Word or PDF format. Please note that you should combine all information into one documents before you upload it. **Please, therefore, note that no hard copy assignments will be accepted for marking from Semester 2, 2020 onwards.**

#### After Registration

- Kindly make sure that you are linked to all the courses that you registered for on MOODLE.
- Contact the following Administrative Coordinators at COLL for assistance if you experience any challenges, especially if you are not linked to the courses.
  - Ms Imelda Khoeses ([ikhoeses@nust.na](mailto:ikhoeses@nust.na)), 207 2801
  - Ms Maria Indongo ([mindongo@nust.na](mailto:mindongo@nust.na)), 207 2561

I trust that you will have a successful second semester and wish you all the best with your studies!

COLL Acting Director  
Mr Wynand Diergaardt