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Photo: Anders Bastholm

WELCOME TO THE CENTRE OF AFRICAN STUDIES

Congratulations on your new study!

This guide contains information on your study-start and on the Centre of African Studies (CAS) in general. Read it and keep it for future reference – the guide contains a great deal of information that you will also need throughout your studies. You can also find the guide under: www.teol.ku.dk/cas/studentinformation/studentcounselling

Semester-Start

The semester-start at the Centre of African Studies begins with an introduction day on Thursday the 1st of September at 10:00 am at the Centre of African Studies, fourth floor, auditorium 12. You can find the detailed programme on the next page. If you wish to participate, please fill out the slip enclosed in the Welcome Letter and send it back to CAS.

Semester-Start Lecture

On Thursday the 8th of September at 13:00 pm CAS invites you to the annual semester start lecture. It will take place on the fourth floor in auditorium 12. Camilla Strandsbjerg, Post Doc Researcher at the centre and her colleague Eric Hahonou will present their research outcomings about 'Democracy and Ethnicity in Benin'.

Social Overnight Event

On Saturday and Sunday 10-11 September CAS invites you to a social overnight event in a cottage in the greater Copenhagen area, so we can all get to know each other. If you would like to participate, please fill out the slip which is also enclosed in the Welcome Letter and send it back to CAS.

Semester-Start Party

On Saturday 17 September will be a semester-start party in the basement café *Kældercafeen*, Købmagergade 46, at 20:00. If you would like to help with the planning and preparations, please contact the academic counsellors David Varming Winsløw or Jessica Martin at studievejledningcas@teol.ku.dk

Programme for the Introduction Day

auditorium 12, fourth floor

Thursday 1 September

10:15 - 10:45	Brief Presentation of the Centre's Staff by Head of Centre Stig Jensen
11:00 - 12:45	Lecture by Professor Emeritus Holger Bernt Hansen <i>New Challenges in Africa and from Africa</i>
12:45 - 14:00	Lunch Break Arranged by the Centre of African Studies
14:00 -15:00	Introduction of the Researchers at the Centre of African Studies
15:15 - 15:30	Information about the Library
15:30 - 16:00	Presentation of the International Counsellor and Study Administration
16:00 - 16:30	Insights to Important Websites
17:00 - 18:00	Boat Tour through Copenhagen
18:30 - 20:30	Dinner
20:30 -	Social Gathering

About the Centre of African Studies

The Centre of African Studies was founded in 1984 to provide a two-year interdisciplinary area programme in African Studies. The study programme was assigned to the University of Copenhagen, because of the research and expertise on Africa that the University already possessed in various departments. The Centre is part of the Faculty of Theology for historical reasons.

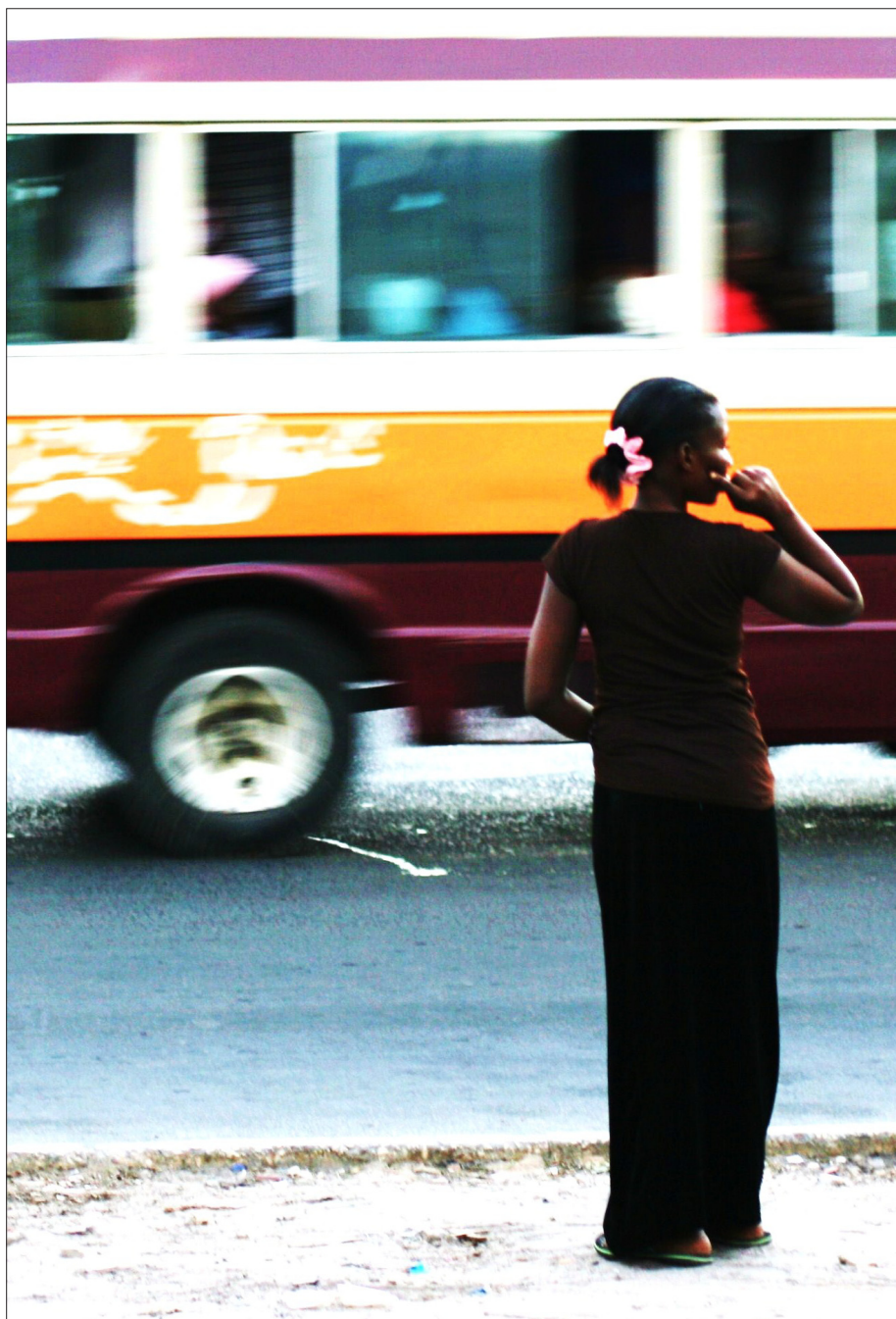


Photo: Anders Bastholm

Centre Secretariat

In case of any administrative questions you can contact the centre's secretary. You can find the opening hours on Centre for African Studies' website under: www.teol.ku.dk/cas. You are also welcome to call 35322585 or send an email to: cas@teol.ku.dk

Reception

The Reception is the faculty quick-service counter. Here you can register as a user of the library, copy and print as well as computer facilities.

Location: Ground floor

T: 35323961

E: receptionen@teol.ku.dk

Opening hours: Monday-Friday 9:00 to 14:00

Examination Office

This is where all the practical aspects of examinations are planned. If you have any questions regarding examination registration, examination planning or grades or cancellation of exams you should direct them to this office.

Location: Ground floor

Opening hours: Monday – Friday 10:00 -12:00

T: 35323651

E: eksamenskontoret@teol.ku.dk

Website: www.teol.ku.dk/cas/studentinformation/exams

The staff at the Centre of African Studies

Head of Centre:	Stig Jensen
Daily administrator:	Ditte Lauritzen Mwakalukwa (Maternity Leave for Julie Katrine Oxenvad)
Associate Professor:	Niels Kastfeldt
MSO Professor:	Amanda Hammer
Post Doc.:	Camilla Strandsbjerg
Honorary Doctor, Professor:	Mohammed Salih
Professor Emeritus:	Holger Bernt Hansen
Centre Secretary:	Louise Lysholm & Stine Illum
International Counsellor:	Maj-Britt Johannsen
Student Counsellor:	Jessica Martin & David Varming Winsløw
Librarian:	Archana Sharma
Student Assistant at the Library:	Pernille Skov Vilhelmsen

The study programme and the students

African Studies is offered as a two-year postgraduate programme leading to an MA in African Studies. It is also possible for part-time students to follow a one-year Professional Masters programme under a continuing or further education scheme. The programme is also available to students from other study programmes taking elective subjects. The annual intake of students is 40 graduate students, seven to eight professional master students under a continuing education scheme, 60 credit students and around 100 international students. The Centre also offers one or two summer courses in July each year. You can read more about the various programmes at: www.teol.ku.dk/cas/programmes.

Courses

For information on the current semester's range of courses, see www.teol.ku.dk/cas/studentinformation/courses

The MA programme consists of four compulsory courses distributed on the first two semesters approx. 60 ECTS study points; optional courses in extent of 30 ECTS study points; and the master thesis 30 ECTS study points. Furthermore, students can choose freely between 30 ECTS, including optional courses, summer courses, Kiswahili, internship and fieldwork. CAS is an all-English study programme, meaning all courses are taught in English.

Course Registration

For the first semester you are automatically registered for the two compulsory courses. The following semesters you need to register for the various courses via 'Self Service' at KUnet.

Teaching

Teaching in the study programme takes place in classes between ten to forty-five students. Teaching can for example take the form of lectures, supplemented by discussions and student papers. We strongly encourage students to form small study groups to discuss parts of the syllabus.

The academic profile of African Studies

The aim of the African Studies programme is to provide students with insight into and an understanding of Africa's cultural, religious, social and developmental conditions.

The programme encompasses a number of disciplines and is based, in particular, on the social science and humanities disciplines. The aim of the study is that students acquire an interdisciplinary methodology and a theoretical and empirical frame of reference, thus becoming qualified to work independently on contemporary issues in Sub-Saharan Africa. For this purpose, students are trained in the use of central concepts from the disciplines which are the primary focus of African Studies, and will be able to apply this system of concepts when working on empirical material of a broad and complex nature.

The study programme is research-based; emphasis is therefore placed on students acquiring the ability to carry out independent analyses and to make critical judgements. Moreover, students must learn to communicate their academic knowledge and expertise to the general public.

The Master's programme in African Studies is an area studies programme, and is thus aimed at developing interdisciplinary working methods on the basis of the academic skills acquired during the student's Bachelor studies. African Studies therefore builds upon an interdisciplinary approach, with special emphasis given to sociological and humanistic disciplines, enabling students to utilise key concepts from the various disciplines to analyse the current, often complex, issues in Africa. It is essential that the student acquires knowledge from different academic fields, utilises the research results grounded in these, and can place them in a broader analytical context. It is thus important that students develop and train the ability to think and work in "multidimensional" rather than "one-dimensional" terms.

Career prospects

The MA programme is an interdisciplinary master's programme which further develops the academic expertise acquired by the student during the bachelor's programme and which have given access to the MA programme. It is therefore a key goal that the student, during the course of study, develops his or her analytical and interdisciplinary working skills in order to participate in collaboration involving different academic competences.

It is also a goal to develop the student's interdisciplinary skills with a view to promoting business-related competences in relation to African Economic course and, in part through the changing offer of thematic courses which, as optional courses, can provide special competences that may lead to specific job opportunities. In addition, the programme offers the opportunity to take part in a traineeship or fieldwork programme, thus providing the student with knowledge and experience from specific work context in Africa. Finally, African Studies places emphasis on the ability to communicate in connection with teaching situations.

The programme aims to give students scientific and job related competences which, combined with a bachelor's degree, can lead to employment within the broad area that comprises Denmark's relations with African and other third world countries, regardless of whether the work is carried out in Denmark or in the field. Such employment could concern positions within Danish aid and development activities in developing countries, either as part of public programmes, through the business community or consultancy industry or through non-governmental organisations (NGO). The competences acquired can also lead to employment in international governmental and non-governmental organisations, e.g. within the UN system. In connection with fact finding and reports, Danish institutions can also benefit from the analytical capacity which the study programme provides. Moreover, the programme aims at various parts of the educational sector as well as at communication and information work in general.

The Study Board

The study board at the Centre of African Studies consists of the Head of Centre, a teacher and two student representatives. As observant, the student counsellors, the Head of Studies and the Director of Studies are also participating. The study board determines the form and content of the teaching at the Centre of African Studies. The board of studies also handles applications for exemptions from students who wish their studies to take a form other than that set out in the general regulations. The board of studies deals with pre-approvals, and is consulted whenever new regulations, etc., are planned for the study programme. Information about dates of coming meetings, minutes of study board meetings are accessible at: www.teol.ku.dk/cas/about/committees

Student facilities

Study Places

The library at the Centre of African Studies has 24 study places with outlets and wireless network coverage, making it easy to work there, also with a laptop. In addition to that there is a meeting room which students can use freely as a group study room in room 455. If the meeting room at CAS is occupied, students have the opportunity to use further study rooms on the ground floor, above the basement café, the entrance being in the rearmost courtyard. To obtain access to the facilities students will need their student identity card.

Computers

The Faculty of Theology has a computer room, located on the ground floor, also above the basement café next to the study rooms. In the computer room students can also find additional print services. To obtain access to the computer room students will need their student identity card and they will have to register in the Reception.

Wireless Network

The Centre of African Studies offers a wireless network. You can find a guide how to use the network at the reception on the ground floor or at the IT-department on the ground floor room 047.

Photocopying

The Centre of African Studies has an integrated photocopier and scanner in the corridor next to the goods lift. Besides copying you can also scan your documents and send them to your own email. In order to gain access to the print services students need to pay in advance via the online payment system: WebPay. Instructions how to access WebPay can be found at the reception on the ground floor.

Lockers

Lockers are available at the Centre of African Studies for the storage of books and other items. If students wish to get a hold of a locker, please book it via www.elevskab.dk. The website is however only in Danish; if you need assistance in booking a locker, please contact the Student Counsellors.

Kitchenette

At the end of the hallway students can find the Centre's kitchenette where students can make coffee, tea or hot cocoa. A membership costs DKK 20 per semester and ought to be given to the Secretary. Afterwards students are free to take drinks at the price of DKK 2 per cup. The students and other users are obliged to clean up after themselves.

Canteen

The canteen is a member-run association for students of Theology and African Studies and is led by a group of volunteers; you are more than welcome to join them. A membership costs DKK 50 per semester. It is open Monday to Friday, from around 9:15 until 13:45. The dish of the day costs only DKK 20 and is served from 12:00 to 13:00. Besides this, you can buy coffee or tea for DKK 4 or a cheese roll for DKK 8. Often, you can also buy desserts, such as cakes.

Social activities

The Centre of African Studies offers good facilities for social activities. As a student at the Centre of African Studies, students have plenty of opportunities to arrange various social events. Only your imagination sets the limits. Students have previously organised overnight trips, guided tours of exhibitions, theatre visits, African dinners, café evenings in the basement café, student trips to Africa, and much more. Future social activities could for example include cinema trips and film evenings, or student magazines. Students are always welcome to contact the Student Council or the Student Counsellors with ideas for social activities.

Kældercafeen (The Basement Café)

The faculty has a basement café which is open to both Theology students as well as students at the Centre of African Studies. The entrance is in the courtyard of Købmagergade 44, and you can go there via the steps between the two courtyards. The café is open on Fridays from 14:00 until late. The bar is run by a group of volunteers, and you are welcome to join them any time.

Studerterhuset (The Student House)

The café and music venue 'Studerterhuset' is located just a few meters from the Centre of African Studies. As a student at the University of Copenhagen, you are automatically a member of the Studerterhuset Association, which entitles you to discounts when holding parties and other events, as well as on food and drinks. Students can find the Studerterhuset Café at Købmagergade 52, 1150 Copenhagen or under www.studerterhuset.com

Electronic Newsletters

CAS eNews brings updated information on Africa related conferences, seminars and lectures around Copenhagen. It also brings information about Africa-seminars and other academic and social arrangements located at the Centre of African Studies together with general news about CAS.

CAS studentNews is a mailing list for CAS' students and others who share the interests in notices about internship, jobs, student jobs and information about funds and Africa related social arrangements around Copenhagen.

You can subscribe to *CAS eNews* and *studentNews* via the homepage:
www.teol.ku.dk/cas/research/newsletters

Africa Occasional Papers

Since 1985 CAS has published Occasional Papers. From 1999 they also became accessible electronically via the webpage: www.teol.ku.dk/cas

Occasional Papers reflect subjects of current interest in Africa research and development and are often based on papers presented by visiting lectures at the Centres African Seminars. Copies can be obtained from the library office, room 449.

Study information

Examination

At www.teol.ku.dk/cas/studentinformation/exams you can find more information about exams, re-exam as well as cancellation of exams.

At the Centre of African Studies there are written examinations and synopsis examinations. In all the optional courses you can choose between these two forms of examination. You can find guidelines on the basic structure of a written assignment and synopsis (short paper) in the study curricula: www.teol.ku.dk/cas/studentinformation/study_curricula as well as on our web page: www.teol.ku.dk/cas/studentinformation/exams/exam_factsheet - see downloads in the right side and on the web page of Academic Writing for International Students: www.academicwriting.hum.ku.dk

Head of Centre Stig Jensen, convenes a lecture on how to write an exam assignment at CAS. This meeting will take place on November 2nd from 15:00-17:00 pm in aud. 12 which will also be posted on CAS' calendar website as well as the notice board at CAS.

Teaching Material

Students can buy compendia and books for some courses in Atheneum Academic Bookshop in Nørregade 6, 1165 Copenhagen K, telephone number is: 33 12 69 70. The bookshop provides a 10% student discount on all study relevant books. For other courses all texts will be distributed electronically via Absalon. For more information about the compendia: www.teol.ku.dk/cas/studentinformation/educational_materials

KUnet

KUnet is the University of Copenhagen's local intranet and is the portal for all students. Each student at the university is assigned an e-mail address to which the university sends out general and administrative information.

At the intranet students can also check their personal study situation, print proof of enrolments and view their examination records as well as transcripts. Instructions on how to use the intranet can be found at our web page www.teol.ku.dk/cas/studentinformation/practicalities and on www.intranetguide.ku.dk . If you have any difficulties to log on to KUnet please contact the IT department under: it-service@adm.ku.dk or phone them at: 35 32 27 00

Student Card

The student identity card and PIN code provides 24-hour access to the Centre via the entrance in the gateway at Købmagergade 46, as well as to the library, computer room, etc. You will be provided a PIN code together with your student identity card. If you lose your student identity card or have forgotten your PIN code, you should contact the ID Card Unit either by mail: id-kort@adm.ku.dk or by telephone under: 35 32 29 81

Pin code

You will receive a pin code by mail. This code is used to activate the KU-username and for access to Absalon and together with your Student ID-card for access to buildings etc. Please ask at the Reception, ground floor, if you have any problems with your pin code. Visit also www.studies.ku.dk/admission/Student_ID_and_Email

Absalon

Absalon is a teaching platform used by some course instructors to upload articles, notes etc. Absalon is accessed through KUnet. By first entering cpr number/student ID number and pin code, then pressing Absalon under "MY ACCESS" or "SYSTEMADGANGE" in Danish, you will be taken directly to Absalon. Log in help is available at www.wbl.ku.dk/english/Absalon_log_in_help

University E-mail

You will receive a KU email and calendar system. You can synchronise these with mobile units, or invite other students to meetings. All official information from the university is send to your university e-mail. You can access your KU email through KUnet. Help is available at www.intranetguide.ku.dk/english/students/mail_calendar

Student counsellors

The Student Counselling is provided by the two student counsellors, who are bound by professional secrecy. Students are always welcome to contact them by booking an appointment in advance, whether for small or large inquiries.

Advice can be provided on study techniques, credit transfers, exemptions and examination rules, general issues regarding the organisation of your studies, career opportunities as well as personal and social problems that may have an influence on your studies. If the problems are of a more serious nature, you may be referred to other guidance services or to the Student Counselling Service.

The student counsellors, Jessica Martin and David Varming Winsløw are available two times a week in room 453, opening hours are available on the website. The student counsellors can also be contacted via e-mail at: *studievejledningcas@teol.ku.dk*

International counsellor

The international counsellor Maj-Britt Johannsen provides advice on study abroad (whether arranged by students themselves or through university co-operation agreements), field work and practical training periods in Africa. You can read more at:
www.teol.ku.dk/cas/studentinformation/studentcounselling/international_counselling

In October and February the Centre of African Studies holds an information meeting which provides information on planning field work, internship, applications for scholarships and stays at the Nordic Africa Institute in Uppsala, Sweden. Students who have been on study tours, field work placements, and internship in Africa will be present at the meeting to pass on their experience. The dates will be posted on the calendar's website as well as the notice board at CAS.

The Library

The library of the Centre of African Studies is located in room 445, and can be accessed 24 hours a day using the student identity card and the associated PIN code.

Library Manager: Archana Sharma
Student Assistant: Pernille Skov Vilhelmsen
The library's office is in room 449
T: 3532 2587
E: *casbib@teol.ku.dk*

To find out the opening hours, please have look on the website under:
www.teol.ku.dk/cas/libraries

The library of the Centre of African Studies is primarily intended for the use of students and teachers at the University of Copenhagen, but borrowing permission can also be granted to others. The library primarily covers social scientific and humanistic subjects, together with a limited coverage of legal and medical subjects. The library contains approximately 10,000 volumes and offers the latest works within African Studies, a considerable number of periodicals, and Danish and international reports. Periodicals may not be borrowed, but can be photocopied.

The library's collection is registered in the REX database via www.teol.ku.dk/cas/libraries or via www.kb.dk. Books procured before 1986 are not registered in the REX database, but in the library's card index. Books procured between 1986 and 1996 are registered both in the card index and in the REX database, while books procured after 01.01.1996 are registered in the REX database only.

As a student, you can also register as a borrower at the Royal Library, and thereby obtain access to a large number of on-line databases and periodicals, wherever you are in the world. Royal Library - www.kb.dk

Other libraries

Via REX you get access to the Royal Library database together with all library databases in KU. It may however occasionally be necessary to use other libraries. In addition to the Royal Library, we recommend the following:

Danish Institute for International Studies, DIIS - www.diis.dk

Copenhagen Main Library - www.bibliotek.kk.dk

Common database for Danish research and public libraries - www.bibliotek.dk

Buying books

Most bookshops in Copenhagen city centre offer a 10% discount on purchases of study-related books, on production of a student identity card, e.g. at:

Atheneum Academic Bookshop

Nørregade 6

DK-1165 Copenhagen K

www.atheneum.dk

Arnold Busck International Boghandel

Købmagergade 49

www.arnoldbusck.dk

www.pensum.dk

New and used books at good prices.



Photo: Anders Bastholm

The SU office

Danish students can apply for state student allowances SU. If you have any questions about your SU or information on SU rules, rates, limits, student loans, and more, you can contact the:

SU office at the University of Copenhagen

Fiolstræde 1, Copenhagen K, DK-1171

T: 33 14 15 36

W: *su.ku.dk*

Housing

International students can find information on housing and advice on how to find accommodation in and around Copenhagen at *www.studies.ku.dk/housing*

Danish students can find information and advice on how to find accommodation in and around Copenhagen – including the university's five student residence halls – at:

www.studier.ku.dk/Studieliv/Bolig

Student organisations and associations

Student Council

The Student Council at the Centre of African Studies was founded by students in 2009. A Student Council consists of all the students who are enrolled at the Centre of African Studies and are therefore automatically members of the students' council. Every year in September, students elect a board that commits itself to the work of the Student Council. The board consists of a chairman, an assisting chairman and a cashier, who are also members of the study board. All students at CAS are invited to the meetings, which gives students the opportunity of influencing their study programme and their study environment at CAS.

The Student Council meets three to four times a year to discuss any matters of importance. The discussion may either take place in a very formal meeting as well as informal conversations between classes. The Student Council's role emphasises the social surroundings and gives students the opportunity to voice their opinions.

This and next year's member of the student council board is Lily Salloum. If you have any questions you wish to discuss or interest in joining the Student Council please contact her via mail under: lcsalloum@gmail.com

The Alumni association

In autumn 2007 the University of Copenhagen founded an alumni association – as a meeting point of current and present students. The name of the association is KUBULUS. You can read more about it here: www.kubulus.dk

Disabled Students and Graduates

The main function of this association is to safeguard the interests of disabled students and graduates. It has a current membership of around 60 persons, evenly distributed between students and graduates. The association is run by volunteers and provides advice and guidance on Mondays, Wednesdays and Fridays from 10:00 - 12:00.

Njalsgade 130, DK-2300 Copenhagen S

www.hsknet.dk

Universitetsradioen (University Radio)

The university radio station is run by students. The station broadcasts music and cultural programmes, announcements of guest lectures, etc. University Radio can be heard on 95.5 MHz on weekdays from 8:30 to 11:30, and evenings Monday-Thursday from 22:30 until 2:00, Fridays 23:00 to 2:00. If you would like to help to make radio programmes, you are welcome at:

Krystalgade 14, DK-1172 Copenhagen K

www.universitetsradioen.dk

Universitetsavisen (The University Newspaper)

The newspaper is published by the University of Copenhagen; contributions from readers are always welcomed. The aim of Universitetsavisen is to publish news, reports and debate articles about and for the students and staff of the University of Copenhagen. The paper also has a section in English for international students. Universitetsavisen publishes information in the form of job advertisements, guest lecture announcements as well as from the university's management, faculties and departments.

T: 3532 2898, E: uni-avis@adm.ku.dk

You can read the newspaper online or subscribe to the newsletter under:

www.universitetsavisen.dk or www.universitypost.dk

African Studies on Facebook

On Facebook you can join the group "Centre of African Studies, University of Copenhagen". The group is for former, present students as well as anyone who is interested in Africa related issues.



Photo: Anders Bastholm

Event Calendar

Thursday 1 September

10:00 Introduction day at the Centre of African Studies

Friday 2 September

13:30 The traditional inauguration for all new Copenhagen University students

Thursday 8 September

13:00 Semester-start lecture by Camilla Strandsberg and Eric Hahonou

Saturday 10 September - Sunday 11 September

Social overnight event for all new Master students at the Centre of African Studies

Saturday 17 September

20:00 The Centre of African Studies' semester-start party in Kældercaféen

Thursday 6 October

12:00 Information meeting on internship, field work and studying abroad

Wednesday 2 November

15:00 Lecture on how to write an assignment with a variety of exemplars

Saturday 3 December

Master students Christmas party in Kældercaféen