

**FACULTIES OF THE  
UNIVERSITY OF PRETORIA**

HUMANITIES  
NATURAL AND AGRICULTURAL SCIENCES  
LAW  
THEOLOGY  
ECONOMIC AND MANAGEMENT SCIENCES  
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 Nel, J., BCom(Hons)(Pretoria) .....Junior Lecturer

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### SCHOOL OF PUBLIC MANAGEMENT AND ADMINISTRATION

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Fourie, D.J., BA(Hons) MA DPhil(Pretoria) .....	Professor
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Van Loggerenbergh, J.J., BSc MBA(Potchefstroom).....	Senior Lecturer DCom(Pretoria) (Gijima AST chair)
Weilbach, E.H. BCom(Hons) MCom(Pretoria) HED.....	Senior Lecturer
Harmse, S.S.A., BCom(Unisa) MIT(Pretoria).....	Lecturer
Joubert, P., BIT MPhil(Pretoria) .....	Lecturer
Krauss, K.E.M., ND(IT) BTech Ed(Cape Tech) MCom(KwaZulu-Natal) .....	Lecturer
Lutu, P.E.N., BSc(Hons) MSc(Manchester) .....	Lecturer
Pretorius, H.W., BSc(Hons) MSCE MIT(Pretoria) .....	Lecturer
Pretorius, J., BA(Ed) BA(Hons) MPhil(Pretoria) .....	Lecturer
Roodt, S., BCom(Pretoria) DipPM(Cranefield) MBA(Cape Town) .....	Lecturer
Twinomurinzi, H., BSc(Hons)(Math) MIT(Pretoria).....	Lecturer
Van Deventer, J.P., BA SocSci(Hons)(Psych) BA(Hons)(Information Science) MIS(Pretoria).....	Lecturer
Asmelash, D.W., BA:MIS(Solusi) .....	Junior Lecturer
Steyn, A.A., BCom(Hons)(Pretoria).....	Junior Lecturer

### Department of Agricultural economics, Extension and Rural Development

Kirsten, J.F., BSc(Agric)(Hons)(Stellenbosch) MSc(Agric) PhD(Pretoria).....	Professor (Head)
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### Department of Political Sciences

Du Plessis, A., BA(Hons) MA DPhil(Pretoria) .....	Professor (Head) (Acting)
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### Department of Statistics

Crowther, N.A.S., BSc(Hons)(Free State) MSc(Port Elizabeth) DSc(Free State).....	Professor (Head)
Stoker, D.J., BSc MSc(Potchefstroom) MSc(Stellenbosch) .....	Dr(Math&Phys)(Amsterdam).....
Dr(Math&Phys)(Amsterdam).....	Honorary Professor
Smit, C.F., MSc DSc(Pretoria) .....	Professor
Van Zyl, G.J.J., BCom(Stellenbosch) PhD(North Carolina) .....	Professor (Acting Director)
Bekker, A., MSc(Johannesburg) PhD(Unisa).....	Associate Professor
Debushe, L.K., MSc(Addis Ababa) PhD(KwaZulu-Natal).....	Senior Lecturer
Crafford, G., BSc(Hons) MSc PhD(Pretoria) .....	Senior Lecturer
Fletcher, L., MSc PhD(Unisa).....	Senior Lecturer
Kanfer, F.H.J., MSc PhD(Potchefstroom) .....	Senior Lecturer
Kasonga, R.A., MSc PhD(Canada) .....	Senior Lecturer
Louw, E.M., MSc PhD(Pretoria) .....	Senior Lecturer
Millard, S.M., MCom(Pretoria).....	Senior Lecturer
Swanepoel, A., MSc(Port Elizabeth) .....	Senior Lecturer
Adamski, K., BSc(Hons) MSc(Pretoria).....	Lecturer
Basson, E.M., BSc(Hons) MSc(Pretoria) .....	Lecturer
Bodenstein, L.E., BCom(Hons) MCom(Pretoria).....	Lecturer
Coetsee, J., BCom(Hons) MCom(Pretoria).....	Lecturer
Corbett, A.D., BCom BSc(Hons)(Pretoria) .....	Lecturer
De Villiers, G.M., BSc(Hons) MSc(Pretoria).....	Lecturer
Ehlers, R., BSc(Hons) MSc(Pretoria) .....	Lecturer
Graham, M.A., BSc(Hons) MSc(Pretoria).....	Lecturer
Human, S.W., BSc(Hons) MSc(Pretoria) .....	Lecturer
Reyneke, F., BSc(Hons) MSc(Pretoria) .....	Lecturer

Strydom, H.F., BSc(Hons)(Pretoria) MSc(Unisa) HED(Pretoria) .....Lecturer  
Van Staden, P.J., BCom(Hons) MCom(Pretoria).....Lecturer

**Student Administration**

Carstens, A.....Head: Student  
Administration

**Centre for Microfinance**

Coetzee, G.K., BSc(Agric)(Hons) MSc(Agric)(Stellenbosch) .....Extraordinary Professor  
and Director  
PhD(Agric)(Pretoria)

**Centre for Responsible Leadership**

De Jongh, D., BCom(Hons) MCom DCom(Pretoria).....Associate Professor  
and Director

## I. GENERAL INFORMATION

### The information in this publication

**Note:** Due to the continuous restructuring of the Faculty and the accompanying phased-in introduction of modules and credits, some of the information in this publication may not fully reflect the most recent developments in the Faculty. Problems that are experienced as a result of this situation may be taken up with Student Administration.

### Admission

Any person who wishes to register at the University for the first time, or after an interruption of studies, should apply or reapply for admission. Application for admission to all programmes closes on 30 September of each year.

### Selection

A selection procedure takes place prior to admission to some of the degree programmes in this Faculty. Formal selection takes place for the BAdmin [Option: Public Administration], where work experience is a prerequisite.

### Undergraduate programmes:

- The basic module unit of the Faculty has a duration of 14 weeks. Candidates for the BCom and BAdmin degrees who have not passed the equivalent of at least four 14-week modules at the end of an academic year, should apply for readmission to the degree programme. (Also consult General Regulation G. 3.2)

### All postgraduate programmes:

- All postgraduate students are subject to a selection process. The closing date for applications for admission to all postgraduate programmes is 31 October.
- **Human Resource Management:** Only a limited number of candidates are admitted to the BComHons and MCom with specialisation in Human Resource Management. Applications close on 31 October and application forms are available at the Department of Human Resource Management as from 1 September.
- **Internal auditing:** Applications close on 31 October and application forms are available at the Department of Internal auditing as from 1 September.

### General

The Dean has the right of authorisation regarding matters not provided for in the General Regulations or in the Faculty regulations.

### Statement of symbols

When registering at this University for the first time, an undergraduate candidate has to submit a record of symbols obtained for each subject in the National Senior Certificate/Grade 12-examination.

### National Senior Certificate

All undergraduate candidates who enrol at the University of Pretoria for the first time, must show their original National Senior Certificate at the Student Administration of the faculty before the end of the first semester.

### **Medium of instruction**

In conducting its business, the University uses two official languages, namely Afrikaans and English. The medium of instruction in formal education is either Afrikaans or English or both languages in accordance with the demand and its academic and economic justification. However, it remains the student's responsibility to determine each year in which language and at which levels modules are presented. This information is published annually in the Timetable Book. The University reserves the right to change the language of instruction on short notice, depending on the size of the groups and the availability of lecturers. In respect of administrative and other services, a student may choose whether the University should communicate with him or her in Afrikaans or English.

### **Bursaries and loans**

Particulars of bursaries and loans are available on request ([www.up.ac.za/fao](http://www.up.ac.za/fao)).

### **Accommodation**

Applications for accommodation in university residences for a particular year may be submitted as from March 1 of the preceding year. Applications will be considered as long as vacancies exist, and prospective students are advised to apply well in advance. Please note that admission to the University does not automatically mean that lodging will also be available.

### **Welcoming day and compulsory academic orientation week**

Details of the welcoming day to which all parents are cordially invited, and the subsequent academic orientation week **during which all new first-year students must be present**, are obtainable from the Dean of Students, University of Pretoria, 0002.

### **Prescribed books**

Lists of prescribed books are not available in advance. The appropriate lecturers will supply information regarding prescribed books to students at the commencement of lectures.

### **Amendment of regulations and fees**

The University retains the right to amend the regulations and to change tuition fees without prior notification.

Please note: The fees advertised and thus levied in respect of a module or study programme presentation represents a combination of the costs associated with the formal services rendered (for example lectures, practicals, access to laboratories, consumables used in laboratories, etc) as well as associated indirect overheads such as the provision of library and recreation facilities, security and cleaning services, electricity and water supply, etc. Therefore the fees in respect of a module or study programme presentation cannot simply be reconciled with the visible services that are rendered in respect of such module or study programme.

### **Plagiarism**

Plagiarism is when you present someone else's ideas – published or unpublished – as if they were your own. Other people's ideas may be contained in written text (journal articles, textbooks, etc.), visual text (graphics, photographs, etc.), multimedia products (web sites, media productions, etc.), music (compositions, lyrics, etc.), and spoken text (speeches, lectures, etc.). Plagiarism is a serious offence and a student could be charged with misconduct which could lead to suspension from the University. For further information on plagiarism visit the following web site:  
[www.ais.up.ac.za/plagiarism/index.htm](http://www.ais.up.ac.za/plagiarism/index.htm)

**Definition of terms**

*Familiarise yourself with the following terms. They are used generally in all faculties.*

**academic year:** the duration of the academic year which is determined by the University Council.

**admission requirements:** a regulation compiled by the Dean concerning the admission of students to a specific school, which includes a provision regarding the selection process.

**core module:** a module that is essential for a particular programme or package.

**credit (or credit value):** a value unit (credit) accredited to every module and which represents the complexity of and amount of work needed for the module. **It is the responsibility of the student to ensure that the degree programme complies with the total number of credits required to complete the degree.**

**curriculum:** a series of modules grouped together from different subjects over a specified period of time and in a certain sequence according to the regulations.

**elective module:** a module that forms part of a package and which can be selected on an elective basis, with the proviso that enough credits are obtained at the specific year level, as required by the relevant qualification.

**examination mark:** the mark awarded to a student in a module on the basis of an examination in a paper/papers, including practical and clinical examinations, where applicable.

**final mark:** the mark calculated on the basis of the module/semester/year mark and the examination mark awarded to a student in a module using a formula which is determined from time to time by means of regulations for every module with the proviso that should no semester/year mark be required in a module, the examination mark serves as the final mark.

**fundamental module:** a module that serves as an academic basis of the learning activities for a particular programme or package.

**GS:** a combined mark (module/semester/year mark plus examination mark) of at least 40% required for admission to a specific prescribed module.

**learning hours:** the notional number of hours a student should spend to master the learning content of a particular module or programme. The total number of learning hours for a module consists of the time needed for lectures, practicals, self-study and any other activity required by the study programme. Learning hours for modules are calculated on the basis of 40 working hours per week x 28 weeks = 1120 + 80 additional hours for evaluation = 1200. For undergraduate modules, the total number of learning hours per module is calculated using the formula: number of credits (per module) x 10.

**level of a module:** the academic level of a module which is indicated in the module code.

**module:** an independent, defined learning unit and to which a module code and credits are allocated. A module may stretch over 7, 14 or 28 weeks.

**module code:** consists of an equal number of capital letters and digits, which indicate the name of the module, the year of study, the period of study and the level of the module, e.g. EKN 110 for Economics. The first digit indicates the year of study in which the module is generally taken or the academic year in which it is presented for the first time, namely 1 = 100 level, 2 = 200 level, 3 = 300 level, etc. When the first digit is 7, it indicates the honours level, while 8 indicates master's level and 9 the doctoral level.

**module/semester/year mark:** the mark awarded to a student on the basis of tests, classwork, practical work or any other work which was completed in a module.

**option:** a specific focus area within an existing degree programme.

**package:** a group of modules which are connected and share a particular focus and which are taken by students as an area of specialisation within a degree programme.

**package coordinator:** the individual responsible for organising, compiling and arranging the teaching of and guidance with a particular package.

**programme manager:** the individual responsible for the overhead management, organisation and composition of a particular programme, together with the packages that make up the programme.

**registration:** the process a candidate is required to complete to be admitted as a student of the University or for admission to a programme.

**semester module:** a module that extends over one semester (14 weeks).

**subject:** a demarcated field of study of which one module or more may be chosen for a degree.

**syllabus:** the division of the study material for a specific module, according to the regulations.

**year module:** a module that extends over one year (two semesters; 28 weeks).

**The basic module unit of the Faculty has a duration of 14 weeks. Candidates for the BCom and BAdmin degrees who have not passed the equivalent of at least four 14-week modules at the end of an academic year, should apply for readmission to the degree programme.**





## II. REGULATIONS

*The rules for degrees, diplomas and certificates here published are subject to change and can be amended prior to the commencement of the academic year in 2010.*

### 1. Admission to undergraduate study

#### 1.1 General

1.1.1 To register for a first bachelor's degree at the University, a candidate must, in addition to the required National Senior Certificate with admission to degree studies, comply with the specific admission requirements for particular modules and fields of study as prescribed in the admission regulations and the faculty regulations of the departments.

#### 1.1.2 Admission requirements of the Faculty for candidates with a National Senior Certificate

To be able to gain access to the Faculty and specific programmes, prospective students require the appropriate combinations of recognised NSC subjects as well as certain levels of achievement in the said subjects. In this regard the determination of an admission point score (APS) is explained and a summary of the specific requirements, i.e. APS and the specific subjects required is provided. Accounting in Grade 12 is not a prerequisite for admission to any BCom degree programme.

#### Determination of an Admission Point Score (APS)

The calculation is simple and based on a candidate's achievement in six 20-credit recognised subjects by using the NSC ratings, that is the "1 to 7 scale of achievement". Thus, the highest APS that can be achieved is 42.

**Life Orientation** is excluded from the calculation determining the APS.

Rating code	Rating	Marks %
7	<b>Outstanding achievement</b>	<b>80-100%</b>
6	<b>Meritorious achievement</b>	<b>70-79%</b>
5	<b>Substantial achievement</b>	<b>60-69%</b>
4	<b>Adequate achievement</b>	<b>50-59%</b>
3	<b>Moderate achievement</b>	<b>40-49%</b>
2	<b>Elementary achievement</b>	<b>30-39%</b>
1	<b>Not achieved</b>	<b>0-29%</b>

Preliminary admission is based on the results obtained in the final Grade 11 examination. Final admission is based on Grade 12 results.

Please note: The final Grade 12 results will be the determining factor with regard to admission.

#### Alternative admission channels:

Candidates with an APS lower than required, could be considered for admission to the faculty if they meet the additional assessment criteria specified by the faculty from time to time. Preference will, however, be given to students who comply with the regular admission requirements of the faculty.

**1.1.3 Specific admission requirements for the Faculty**

- a) A valid National Senior Certificate with admission to degree studies.
- b) The following minimum subject and level requirements:

<b>BCom degrees</b>					
<b>Degree</b>	<b>APS</b>	<b>Group A</b>			<b>Group B</b>
		<b>Two languages</b>	<b>Mathematics</b>	<b>Life Orientation</b>	<b>3 Other subjects</b>
All BCom degrees excluding the exceptions mentioned below	26	Comply with NSC minimum requirements; <b>ADDITIONALLY</b> one of these languages must be Afrikaans OR English at level 4 (50-59%).	3 (40-49%)	4 (50-59%) (Excluded when calculating the APS)	Any three other subjects from the designated list
Accounting Sciences	30		5 (60-69%)		
Investment Management	28		4 (50-59%)		
Informatics			5 (60-69%)		
Financial Management Sciences					
Economics and Option: Taxation	28		5 (60-69%)		
Econometrics and Statistics					

  

<b>BAdmin degrees</b>					
<b>Degree</b>	<b>APS</b>	<b>Group A</b>			<b>Group B</b>
		<b>Two languages</b>	<b>Mathematics or Mathematical literacy</b>	<b>Life Orientation</b>	<b>3 Other subjects</b>
Public Management and International Relations	25	Comply with NSC minimum requirements; <b>ADDITIONALLY</b> one of these languages must be Afrikaans OR English at level 4 (50-59%).	Mathematics or Mathematical Literacy	4 (50-59%) (Excluded when calculating the APS)	Any three other subjects from the designated list

Admission to the Faculty of Economic and Management Sciences will be considered by the Admissions Committee on grounds of the results of the National Senior Certificate (NSC) as well as on the results of the admission tests, if written.

**1.1.4** The following persons may also be considered for admission:

- i) A candidate who is in possession of a certificate that is deemed by the University to be equivalent to the required National Senior Certificate with admission to degree studies.
- ii) Candidates who matriculated with university exemption before the end of 2008 are requested to contact the faculty concerned for admission requirements.
- iii) A candidate who is a graduate from another tertiary institution or has been granted the status of a graduate of such an institution.

- iv) A candidate who complies with the admission requirements after writing an entrance examination.

**Note:** A conditional exemption certificate does not grant admission to bachelor's study. However, in certain circumstances some of the faculties do accept a conditional exemption on the basis of mature age. Candidates are advised to contact the specific Student Administration in this regard.

- 1.1.5 The Senate may limit the number of students allowed to register for a degree programme, in which case the Dean concerned may, at his/her own discretion, select from the students who qualify for admission those who may be admitted.

## 1.2 Requirements for specific modules

A candidate who has

- (a) passed the Grade 12 examination in Mathematics with at least 4 (50-59%) obtains admission to the module COS 110 in Computer Science; **or** has passed COS 130, obtains admission to the module COS 110 in Computer Science;
- (b) obtained at least 3 (40-49%) in Mathematics in Grade 12, will be admitted to WTW 133 and WTW 143; or 4 (50-59%), will be admitted to WTW 115 and WTW 126 in Mathematics and at least 5 (60-69%) for WTW 114 in Mathematics and WST 111 in Mathematical statistics;
- (c) obtained at least 4 (50-59%) in Mathematics in the Grade 12 examination, or at least 50% in both Statistics 113, 123 will be admitted to Statistics (STK 110 and STK 120);
- (d) obtained at least 5 (60-69%) in Accounting in the Grade 12 examination, may enrol immediately for INF 181, a module covering computer applications in accounting and offered for the duration of the semester (14 weeks). All other students who have obtained at least 40% in FRK 111 must enrol for INF 181 in the second semester (14 weeks);
- (e) Accounting in Grade 12 is not a prerequisite for admission to any BCom degree programme. Candidates who are admitted to the degree BCom: Accounting Sciences and obtained at least 5 (60-69%) in Mathematics and at least 5 (60-69%) in Accounting in the Grade 12 examination, will be admitted to Financial accounting 100 (FRK 100). Candidates with a score of less than 5 (60-69%) for Accounting, or who did not take Grade 12 Accounting, will be admitted to Financial accounting 101 (FRK 101);
- (f) obtained at least 3 (40-49%) in Mathematics in the Grade 12 examination, or at least 50% in both Statistics 113, 123 will be admitted to Informatics 112; Economics 113, 123 and 120;
- (g) obtained at least 4 (50-59%) in Mathematics, or has passed WTW 133 and WTW 143, will be admitted to Informatics 153, 154, 163, 164.

**Note:**

- "Grade 12 examination" refers to the final National Senior Certificate (NSC) examination.

## 2. Academic literacy

Training in Academic literacy is offered as part of the study programmes. It is expected of every first-year student who wishes to register at the University of Pretoria to complete an academic literacy test. Based on the results of this test, the student may receive exemption from the compulsory EOT Academic literacy modules.

3. **Computer and information literacy**

Since 2000, Computer and information literacy has been offered as compulsory modules for all new first-year students. Students who pass the exemption test in the first week of semester 1 will receive credit for CIL 111. Students may write the exemption examination for CIL 111 only once. No exemption test for CIL 121 can be written.

4. **Registration for a particular year of study**

(Also consult General Regulation G.2)

At the beginning of an academic year, a student registers for all the modules he or she intends taking in that particular year (whether these be 14- or 28-week modules). Changes to the chosen curriculum may be made at the beginning of the second semester, but only with the Dean's approval. A student may also only register for modules that fit into the lecture, test and examination timetables. For *renewal* of registration, see General Regulation G.3. and for *termination* of registration, General Regulation G.4.

5. **Concurrent registration for two fields of study**

With the permission of the dean/deans concerned, a student may register for a degree, diploma or certificate and another degree, diploma or certificate, whether undergraduate or postgraduate, simultaneously, subject to the regulations applicable to the fields of study in question and to any other stipulations the dean/deans may prescribe on the condition that there shall be no overlap in the course content of the first degree, diploma or certificate and the second degree, diploma or certificate. Such a concession may be withdrawn by the dean(s) concerned if the student does not perform satisfactorily. (See General Reg G.6.)

6. **Minimum study periods and requirements for bachelor's degrees**

A bachelor's degree is conferred on a student only if he or she complies with the minimum period of study and other requirements as stipulated in the Joint Statute and the regulations of the University pertaining to the acquisition of that degree. (See General Regulation G.7)

7. **Requirements for promotion**

*(According to General Regulation G.3 students have to comply with certain requirements as set by the Faculty Board.)*

- a) A student must pass at least 4 semester or 2 year modules to be admitted to the subsequent year of study.
- b) If a student has passed less than the required minimum of 4 semester or 2 year modules, he/she will not be readmitted to the Faculty of Economic and Management Sciences. Such a student may apply in writing to the Faculty's Admissions Committee to be readmitted conditionally – with the proviso that the Admissions Committee may set further conditions with regards to the student's academic progress. The Faculty's Admissions Committee may deny a student's application for readmission.
- c) If a student has been readmitted conditionally, his/her academic progress will be monitored after the first semester to determine whether he/she has complied with the requirements set by the Admissions Committee. If not, his/her studies will be suspended.

- d) A student whose studies have been suspended because of his/her poor academic performance has the right to appeal against the decision of the Faculty's Admissions Committee.
- e) A student may be refused promotion to a subsequent year of study if the prescribed tuition fees are not paid.
- f) A student may be refused admission to the examination, or promotion to a subsequent year of study or promotion in a module (if applicable) if he/she fails to fulfil the attendance requirements. Class attendance in all modules and for the full duration of all programmes is compulsory for all students.

8. **Credits for unregistered students**

There are students who attend lectures, write tests and examinations and in this manner earn "marks", but have either not registered for modules or have not registered as students at all. These marks will not be communicated to any student before he/she has provided proof of enrolment. A student cannot obtain any credits in a specific academic year for a module "passed" in this manner during a previous academic year and for which he/she was not registered. This arrangement applies even where the student is prepared to pay the tuition fees.

9. **Examinations**

- (a) A student is admitted to an examination only if the lecturer of that module in consultation with the head of the department, certifies that the student has prepared himself or herself satisfactorily by due performance in his/her work and has fulfilled the attendance requirements. Class attendance in all modules and for the full duration of all programmes is compulsory for all students.
- (b) A student may be refused admission to the examination, or promotion to a subsequent year of study if the prescribed tuition fees are not paid.
- (c) A student may be refused admission to the examination, or promotion to a subsequent year of study if he/she fails to fulfil the attendance requirements. **Class attendance** in all modules and for the full duration of all programmes is compulsory for all students.
- (d) In exceptional cases, where it is deemed appropriate, the Dean of a faculty may excuse a student from attending all or part of a module.
- (e) The minimum semester mark to be admitted to an examination in a first-semester module on 100-level is 30%, and the semester/year mark for admission to an examination in all other modules is 40%.
- (f) The examinations for first-semester modules take place in May/June, while all other examinations (second-semester modules and year modules) take place in October/November (also consult General Regulation G.12).
- (g) As far as repetition of modules is concerned, General Regulation G.11.2.(c) does not apply to this Faculty.

9.1 **Pass requirements and minima in examinations**

A final mark of at least 50% in a module is required to pass. The final mark is the average mark of the semester and the examination mark, but a subminimum of 40% is required in the examination in each module. Should the student fail to achieve the required subminimum, the lecturer could grant a supplementary examination, provided the final mark is at least 40%. Consult General Regulation G.10.

9.2 **Ancillary examinations**

After completion of an examination and before the examination results are announced, the examiners may summon a student for an ancillary examination on particular aspects of the work of that module.

9.3 **Re-marking of examination papers**

After an examination, departments give feedback to students about the framework that was used by the examiners during the examination. The way in which feedback is given, is determined by the heads of department. Students may apply for remarking of an examination paper after perusal and within 14 calendar days of commencement of lectures in the next semester. The prescribed fee has to be paid. The paper will then be re-marked by an examiner appointed by the head of the department (also consult General Regulation G.14).

9.4 **Supplementary examinations**

(Also consult General Regulation G.12, par. 4.3, 4.4, 4.5)

- (a) Supplementary examinations in first-semester modules take place after the May/June examinations, while those in second-semester and year modules take place after the October/November examinations.
- (b) A student may be admitted to a supplementary examination in a module, in cases where
  - (i) a final mark of between 40% and 47% has been obtained, or
  - (ii) a pass mark has been obtained, but the required subminimum in the examination section of the module or divisions thereof has not been obtained.
- (c) If the module, in which a final mark of between 40% and 49% has been obtained, is a first-semester module at 100 level, a supplementary examination must be granted. For all other modules, the Department has the discretion to allow a student to write a supplementary examination.
- (d) To pass a supplementary examination, a student must obtain a final mark of 50% – the semester or year mark is not taken into consideration.
- (e) The highest final percentage a student can obtain in a supplementary examination is 50%.
- (f) Special supplementary examinations are not arranged for students who are unable to write the examination for whatever reason, at the scheduled times.
- (g) Supplementary examinations cover the same subject matter as was the case for the examinations.

9.5 **Aegrotat/extraordinary examinations**

(Also consult General Regulation G.12, par. 5.1 and 5.2)

- (a) A student who is prevented from preparing for an examination, or from sitting for it, owing to unforeseen circumstances or illness, may be granted permission by the Dean to write an aegrotat/extraordinary examination in the particular module(s).
- (b) An application to sit for an aegrotat/extraordinary examination, supported by applicable corroborative proof (for example an original medical certificate), must be submitted to the Student Administration office, not later than 7 (seven) days after the module should have been written.
- (c) Once a student has sat for an examination, he or she may not afterwards apply for an aegrotat/extraordinary examination on the basis of unforeseen circumstances or illness.

- (d) A student who has been granted permission to write an aegrotat/extraordinary examination, and then fails to write the examination will not be allowed another opportunity to write any further examination in the specific module.
- (e) A student who wrote an aegrotat/extraordinary examination does not qualify for a supplementary examination.

9.6 **Special examinations**

(See General Regulation G.12, par. 6.1)

- (a) A student registered for the BCom or BAdmin degree programme and who complies with all the requirements for the degree, with the exception of a maximum of two 14-week modules, or the equivalent, may be admitted to a special examination in the module(s) concerned at the end of the following semester or earlier.
- (b) A student only qualifies for a special examination if he/she were admitted to and sat for the prescribed examination in the final (preceding) examination period.
- (c) If the special examination is conducted before 31 January, such a student must not register again for the module/s concerned and the examination is treated as a supplementary examination.
- (d) If the special examination is conducted after 31 January, the student must register again for the module/s concerned and a semester mark, examination mark and final mark must be obtained in an appropriate manner. In such a case, the result of the examination will not be taken into consideration with a view to the graduation ceremonies in March/April.
- (e) All the regulations applicable to a supplementary examination, also apply to a special examination (Reg G12.4).

10. **"Major subject"**

To be considered a "major subject" the equivalent of four 14-week modules, including two at 300-level, must be passed provided that:

- the following modules which are offered at 300-level only, are also considered "major subjects": Labour law 311 (ABR 311), Labour relations 320 (ABV 320), Entrepreneurship 311 and 321 (OBS 311 and 321), E-business (OBS 315), E-commerce (OBS 325), International business management 359 and 369 (OBS 359 and 369);
- only two 14-week modules, or the equivalent thereof, that are not preceded by the 100- and 200-level modules, may be taken for degree purposes. In other words, at least four 14-week modules must be taken at 300-level that are preceded by the 100- and 200-level, except for modules offered on 200 and 300 level only, for example Financial management (FBS 210, 220, 310 and 320).

11. **Degree conferred with distinction (Three-year undergraduate degrees)**

The degree is conferred with distinction on:

1. A BCom (Accounting Sciences), (Investment Management) and (Law) candidate who complies with all the requirements for the degree within the minimum period of three years, and who obtains an average of 75% for all the prescribed modules at 300-level;
2. Candidates who comply with all the requirements of another bachelor's degree in the Faculty of Economic and Management Sciences within the minimum period of three years and who obtain an average of at least 75%

for at least four 14-week modules\* at 300 level, or the weighted equivalent thereof: (including the specialisation modules listed for the specific degree)  
**Please note: modules that are not preceded by the 100- or 200-levels, are not taken into consideration.**

\*The basic module unit of the Faculty has a duration of fourteen weeks. There are, however, also modules that are offered over a period 28 weeks at the School of Financial Sciences. In the calculation of a student's average to determine whether a degree should be awarded with distinction, a weight of 1 (one) is awarded for a 14-week module, and a weight of 2 (two) for a module that extends over 28 weeks.

### III. DEGREES AND DIPLOMAS CONFERRED/AWARDED IN THE FACULTY

The following degrees and diplomas are conferred/awarded in the Faculty (minimum duration is given in brackets):

- (i) Bachelor of Commerce – BCom (3 years)  
Specific fields of study are indicated as a specialisation on the degree certificate [See Reg. C.3(a)].
- (ii) Bachelor of Commerce Honours – BComHons (1 year)  
[Fields of specialisation: See Reg. C.26(c)(i)]
- (iii) Master of Commerce – MCom (1 year)
- (iv) Doctor of Commerce – DCom (1 year)
- (v) Bachelor of Administration – BAdmin (3 years)  
Specific fields of study are indicated as a specialisation on the degree certificate (See Reg.C.23)
- (vi) Bachelor of Administration Honours – BAdminHons (1 year)  
[Fields of specialisation: See Reg. C.26(c)(ii)]
- (vii) Master of Administration – MAdmin (1 year)
- (viii) Master of Public Administration – MPA (2 years)
- (ix) Doctor of Administration – DAdmin (1 year)
- (x) Master of Philosophy – MPhil (2 years)
- (xi) Doctor of Philosophy – PhD (2 years)

#### **Application of old and new regulations**

(See General Regulation G.5)

Subject to transitional measures laid down by the Faculty, a student must complete his or her degree in accordance with the regulations that were applicable when he or she first registered for a specific field of study or specialisation. If a student interrupts his or her studies or changes a field of study or specialisation, the regulations applicable in the year in which studies are resumed, or the field of study is changed, apply.

#### **Recognition of modules**

(See General Regulations G.8 and G.9)

Credit for modules passed at other institutions is restricted to first-year (100-level) modules, provided that the date of the student's National Senior Certificate with admission to degree studies becomes effective before 2 April of the academic year in which such a module was completed. A student who is in possession of a bachelor's degree may not present any modules passed for that degree for another field of specialisation or degree in this Faculty.



**General**

**Notes:**

1. A student who registers for a module presented by another faculty should take note of the admission requirements of that module, the subminima required in examination papers, supplementary examinations, etc.
2. It is the responsibility of all students to familiarise themselves with the General and Faculty Regulations of the University, as well as the procedures, rules and instructions pertaining to study in this Faculty. Ignorance of the applicable regulations, rules and instructions, or the wrong interpretation thereof will not be accepted as an excuse for not complying with the stipulations of such regulations, rules and instructions.

***Only two 14-week modules, or the equivalent thereof, that are not preceded by the 100- and 200-level modules, may be taken for degree purposes. In other words, at least four 14-week modules must be taken at 300-level that are preceded by the 100- and 200-level, except for modules offered on 200 and 300 level only, for example Financial management (FBS 210, 220, 310 and 320).***

***It is thus the responsibility of students to ensure before registration, that their curricula comply with all the requirements of the applicable regulations. (See 2 above)***

**IV. BACHELOR'S DEGREES**

**Minimum requirements for bachelor's degrees; semester and year modules; new regulations**

1. Students who commenced their studies before **2010** must complete the programme in terms of the curriculum of the year in which they commenced their studies, or in terms of the curriculum of the year in which they switched to their current field of specialisation. Students who prefer to do so may, however, apply to change over to the latest curriculum, but then they should comply with all the requirements thereof and they may not revert to the regulations of an earlier year.
2. Students who are registering for a degree programme for the first time in **2010** must take the modules indicated under the particular field of specialisation.

**C.1 Regulations applicable to all bachelor's degrees**

- (a) General Regulations G.1 to G.15 (with the exception of Regulation G.11.2(c)) apply to a bachelor's degree.
- (b) A student may not take more than the prescribed number of modules per semester unless the Dean decides otherwise.
- (c) A student may take a module not listed as an elective module only if the prior approval of the Dean has been obtained.
- (d) A student who is in possession of a bachelor's degree may not present any modules

- passed for that degree for another field of specialisation or degree in this Faculty. (See General Regulations G.8 and G.9)
- (e) A module passed at 300-level shall only be recognised for degree purposes if the corresponding prescribed module(s) at 200 level has/have been passed, unless the Dean decides otherwise, with the proviso that the following modules which are offered at 300-level only, are also considered "major subjects": Labour law 311 (ABR 311), Labour relations 320 (ABV 320), Entrepreneurship 311 and 321 (OBS 311 and 321), E-business (OBS 315), E-commerce (OBS 325), International business management 359 and 369 (OBS 359 and 369); only two 14-week modules, or the equivalent thereof, that are not preceded by the 100- and 200-level modules, may be taken for degree purposes. In other words, at least four 14-week modules must be taken at 300-level that are preceded by the 100- and 200-level, except for modules offered on 200 and 300 level only, for example Financial management (FBS 210, 220, 310 and 320).
  - (f) A module already passed may only be repeated with the approval of the Dean.
  - (g) A module passed may not be taken into account for more than one degree or field of specialisation.
  - (h) It remains the student's responsibility to ascertain, prior to registration, whether all the modules he/she intends taking can be accommodated in the class, test and examination timetables.
  - (i) The Faculty of Economic and Management Sciences supports an outcomes-based education system and places a high premium on the development of specific academic competences. **Class attendance** in all modules and for the full duration of all programmes is therefore compulsory for all students.
  - (j) The Dean has the right of authorisation regarding matters not provided for in the General Regulations or the Faculty Regulations.

## C.2 Prerequisites for modules

Curricula for the bachelor's degrees in the Faculty are compiled from the subjects listed below. The list is arranged alphabetically according to the name of the particular module. When a module in any of these subjects is chosen, the prerequisites stated opposite the module should be complied with.

The first column lists the modules and module codes. When a module code in the second column ends with the symbol GS, it indicates that a combined mark of at least 40% must be obtained in that module before admission to the module in the first column can be obtained. A module listed in the second column without these letters must, however, be passed before admission to the module in the first column can be obtained. Where Reg 1.2 appears in the second column, it refers to **Requirements for specific modules** on page 17 of this publication.

Module	Prerequisites	Credits
<b>Actuarial mathematics*</b>		<b>Credits</b>
IAS 211	WTW 114: 60% and WTW 128: 60%	12
IAS 282	IAS 211: 70%	12
IAS 382	IAS 282	20

\* If presented.

**Note:** Please consult the publication *Regulations and Syllabi: Faculty of Natural and Agricultural Sciences* for information on the study programme in Actuarial and Financial Mathematics.

<b>Administrative law</b>		<b>Credits</b>
ADR 310	RVW 210, SRG 210	10

<b>Afrikaans</b>		<b>Credits</b>
AFR 110		12
AFR 114*		12
AFR 120		12
AFR 124*		12

\* No mother tongue speakers of Afrikaans will be allowed in this module.  
For prerequisites see *Regulations and Syllabi: Faculty of Humanities*.

<b>Agricultural economics</b>		<b>Credits</b>
LEK 251		6
LEK 252	LEK 251	6
LEK 220	LEK 251, 252 or EKN 113 and/or EKN 120	12
LEK 310	LEK 251, 252 or EKN 110,120	12
LEK 320	LEK 251, 252, 220	18
LEK 415	EKN 110, LEK 220 and WTW 134	18
LEK 421	LEK 451, STK 210, STK 281	24
LEK 424	LEK 251, 252	15
LEK 451	LEK 252, 220, STK 281	12
LEK 452	LEK 220, LEK 252, LEK 451 and STK 281	12

<b>Auditing</b>		<b>Credits</b>
ODT 200	FRK 100 or FRK 101	32
ODT 300	ODT 200	40

<b>Business ethics</b>		<b>Credits</b>
BPE 251*		10

\*May only be attended in the prescribed quarter as indicated in the respective curriculum.  
For prerequisites see *Regulations and Syllabi: Faculty of Humanities*.

<b>Business law*</b>		<b>Credits</b>
BER 210		16
BER 220	Admission to examination in BER 210	16

\* BER 210, 220 may not be included in the same curriculum as Commercial law (KRG)110, 120, 200 for degree purposes.

<b>Business management</b>		<b>Credits</b>
OBS 114		10
OBS 124	Admission to the examination in OBS 114	10
OBS 155		5
OBS 156		5
OBS 210	OBS 114 or 124 with admission to examination in the other	16
OBS 220	OBS 114 or 124 with admission to examination in the other	16
OBS 310*	OBS 114 or 124 with admission to examination in the other	20
OBS 320	OBS 114 or 124 with admission to examination in the other	20
OBS 315#	OBS 114 or 124 with admission to examination in the other	20
OBS 325#	OBS 114 or 124 with admission to examination in the other	20

\* OBS 310 may not be included in the same curriculum as BDO 319, 329 for degree purposes.

# BCom (Informatics) students are not allowed to take OBS 315 and OBS 325 as elective

modules for degree purposes.

**Note:**

- For OBS 213, 223, 311, 313, 321 and 323 see **Entrepreneurship**.
- For OBS 359 and 369 see **International business management**.

<b>Commercial law*</b>	<b>Credits</b>
KRG 110	10
KRG 120 Admission to examination in KRG 110	10
KRG 200 Admission to examination in KRG 120	32
* Business Law (BER) 210, 220 may not be included in the same curriculum as Commercial Law (KRG) 110, 120, 200 for degree purposes.	

<b>Communication management</b>	<b>Credits</b>
KOB 181#	5
KOB 182#	5
KOB 183#	5
KOB 184#	5
KOB 110^	10
KOB 120^	10
KOB 210	16
KOB 220 KOB 210 GS	16
KOB 310 KOB 210 or KOB 220 with a GS in the other	20
KOB 320 KOB 210 or KOB 220 with a GS in the other; KOB 310 GS	20
KOB 356* KOB 210 or KOB 220 with a GS in the other	20
# Only one of KOB 181-184 may be taken as a module where necessary for a programme.	
^ Only for BCom (Marketing Management) and BCom (Communication Management) students.	
* Only for BCom (Communication Management) students.	

<b>Community-based project</b>	<b>Credits</b>
JCP 202	8
For prerequisites see <i>Regulations and Syllabi: Faculty of Engineering, Built Environment and Information Technology</i>	

<b>Computer and information literacy</b>	<b>Credits</b>
CIL 111*	4
CIL 121	4
* Students may write the exemption examination for CIL 111 only once. No exemption examination for CIL 121.	

<b>Constitutional law</b>	<b>Credits</b>
SRG 210	10
SRG 220	10

<b>Economics</b>	<b>Credits</b>
EKN 110	10
EKN 120 EKN 110 GS or EKN 113 GS; Reg 1.2(f)	10
EKN 113 Reg 1.2(f)	15
EKN 123 Reg 1.2(f); EKN 113 GS	15
EKN 214 EKN 110 GS; EKN 120 or EKN 113 GS and EKN 123; STK 110 GS and STK 120 GS	16

EKN 224	EKN 110 or EKN 113; STK110; EKN 214 GS	16
EKN 215	EKN 110 GS; EKN 120 or EKN 113 GS and EKN 123; STK 110 GS and STK 120 GS	16
EKN 225	EKN 110 or EKN 113; STK 110; EKN 214 GS	16
EKN 310	EKN 214, EKN 224 and STK 120	20
EKN 314	EKN 214, EKN 224 and STK 120	20
EKN 320	EKN 310 GS	20
EKN 325	EKN 310 GS; EKN 314 GS	20

Recommendation: STK 210, 220 is a prerequisite for entrance to postgraduate studies in Economics.

<b>English</b>	<b>Credits</b>
ENG 110	12
ENG 120	12
EOT 161	6
EOT 162	6
EOT 163	6
EOT 164	6

For prerequisites see *Regulations and Syllabi: Faculty of Humanities*.

<b>Entrepreneurial law</b>	<b>Credits</b>
ODR 320	15

<b>Entrepreneurship</b>	<b>Credits</b>
OBS 213* OBS 114 or 124 with admission to the examination in the other	16
OBS 223* OBS 213 GS	16
OBS 313* OBS 114, 124, 213, admission to the examination in OBS 223	20
OBS 323* Admission to the examination in OBS 313	20
OBS 311** OBS 114	20
OBS 321** Admission to the examination in OBS 311	20

\* Only for BCom (Entrepreneurship) students

\*\* OBS 311, 321 are service modules for other degree programmes. For BCom (Entrepreneurship) OBS 213, 223, 313, 323 should be taken.

<b>Family law</b>	<b>Credits</b>
FMR 110	7
FMR 120	7

<b>Financial accounting</b>	<b>Credits</b>
FRK 100* Reg 1.2(e)	24
FRK 101* Reg 1.2(e)	24
FRK 111	10
FRK 121 FRK 111 GS	12
FRK 201 FRK 100 or 101	32
FRK 211 FRK 111, 121 or FRK 100 or 101	16
FRK 221 FRK 211 GS	16
FRK 300 FRK 201	40
FRK 311 FRK 211, 221, BEL 220	20
FRK 321 FRK 311 GS, BEL 220	20

\*Students who were registered for FRK 101 in a previous academic year, and did not pass the module are compelled to register for FRK 101 again and may not register for FRK 100.

<b>Financial management</b>		<b>Credits</b>
FBS 200	FRK 100 or 101	32
FBS 210	FRK 111 and 121 or FRK 100 or 101	16
FBS 220	FRK 111 and 121 or FRK 100 or 101	16
FBS 300	FBS 200	40
FBS 310	Admission to the examination in FBS 220	20
FBS 320	Admission to the examination in FBS 210	20
FBS 321*	Admission to the examination in FBS 220	20

\* Only for BCom (Financial Management Sciences) students

### French

For prerequisites see *Regulations and Syllabi: Faculty of Humanities*.

### German

For prerequisites see *Regulations and Syllabi: Faculty of Humanities*.

### History

	<b>Credits</b>
GES 110	12
GES 120	12

For prerequisites see *Regulations and Syllabi: Faculty of Humanities*.

### Human movement science

	<b>Credits</b>
MBK 152	6
MBK 153	6

### Industrial and organisational psychology

	<b>Credits</b>	
BDO 110	10	
BDO 120	10	
BDO 181	5	
BDO 219	16	
BDO 229	16	
BDO 271	Only available to students taking BDO 219, 229	12
BDO 272	Only available to students taking BDO 219, 229	8
BDO 319*	BDO 110, 120	20
BDO 329*	Admission to the examination in BDO 319	20
BDO 371	Only available to students taking BDO 319, 329	15
BDO 372	Only available to students taking BDO 319, 329	10
BDO 373**	RES 151 GS, RES 261 GS	10

\* BDO 319 and BDO 329 may not be included in the same curriculum as OBS 310 for degree purposes.

\*\* Only available for BCom (Human Resource Management) students.

### Informatics

	<b>Credits</b>	
INF 181	Reg 1.2(d)	3
INF 112	Reg 1.2(f)	10
INF 153	Reg 1.2(g)	5
INF 154	Reg 1.2(g)	5
INF 163	INF 153, Reg 1.2(g)	5
INF 164	INF 154, Reg 1.2(g)	5
INF 214	CIL 111, 121	14
INF 225	CIL 111, 121	14
INF 261	INF 214	7

INF 264	CIL 111, 121, INF 112	8
INF 271	CIL 111, 121, INF 163, 164, Reg 1.2(g)	14
INF 272	CIL 111, 121, INF 163, 164, Reg 1.2(g)	14
INF 301*	INF 214, 225, 261, 271, 272	80

\* INF 301 is a module that combines INF 315, INF 324, INF 354 and INF 370. Students register for all these modules, but receive a calculated percentage for INF 301.

**Information technology orientation** **Credits**

SIT 110	16
SIT 120	16

**Insolvency law** **Credits**

ISR 310	10
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**Intergovernmental relations\*** **Credits**

IRL 110	10
IRL 210	16
IRL 310	20

\* Only available for BAdmin [Option: Public Administration] students.

**Internal auditing** **Credits**

IOK 211	FRK 111, 121	16
IOK 221	IOK 211 GS	16
IOK 311	IOK 211, 221	20
IOK 321	IOK 311 GS	20
IOK 325	IOK 311 GS	20

**International Administration\*** **Credits**

IAD 120	10
IAD 220	16
IAD 320	20

\* Only available for BAdmin [Option: Public Administration] students.

**International business management** **Credits**

OBS 359	OBS 114 or 124 with admission to examination in the other	20
OBS 369	Admission to examination in OBS 359	20

**International relations** **Credits**

IPL 210	PTO 111 GS, PTO 120 GS	20
IPL 220	PTO 111, PTO 120 GS, IPL 210 GS	20
IPL 310	PTO 120, IPL 210 GS, IPL 220 GS	30
IPL 320	IPL 210, IPL 220 GS, IPL 310 GS	30

**Introduction to law** **Credits**

IDR 110	10
IDR 120	10

**Investment management\*** **Credits**

BLB 200	FRK 111, 121 or FRK 100 or 101, INF 181, STK 110, 120 and EKN 110, 120	32
BLB 300	BLB 200	40

\* Only for BCom (Investment Management) students.

**IsiNdebele**

For prerequisites see *Regulations and Syllabi: Faculty of Humanities*.

**IsiZulu**

For prerequisites see *Regulations and Syllabi: Faculty of Humanities*.

**Note:** IsiNdebele and isiZulu may not both be included in the same curriculum for degree purposes.

**Journalism**

JRN 151

For prerequisites see *Regulations and Syllabi: Faculty of Humanities*.

**Credits**

6

**Labour law**

ABR 210

ABR 311

**Credits**

15

20

**Labour relations**

ABV 320

**Credits**

20

**Law of contract**

KTR 210

KTR 220 Admission to the examination in KTR 210

**Credits**

10

10

**Law of delict**

DLR 320

**Credits**

15

**Law of persons**

PSR 110

**Credits**

10

**Law of succession**

ERF 211

ERF 221

**Credits**

10

10

**Law of things**

SAR 310

**Credits**

15

**Legal interpretation**

RVW 210

**Credits**

10

**Legal skills**

RVD 110

RVD 120

**Credits**

10

10

**Marketing management**

BEM 162\*

BEM 110

BEM 121 BEM 110 GS

BEM 211 BEM 110 or BEM 121 with a GS in the other

BEM 221 BEM 110 or BEM 121 with a GS in the other; BEM 211 GS

BEM 311 BEM 211 or BEM 221 with a GS in the other

BEM 321 BEM 211 or BEM 221 with a GS in the other; BEM 311 GS

BEM 356\*\* BEM 211 or BEM 221 with a GS in the other

**Credits**

5

10

10

16

16

20

20

20



\* Only for BCom (Accounting Sciences) students.

\*\* Only for BCom (Marketing management) students.

<b>Mathematical statistics</b>		<b>Credits</b>
WST 111	Reg 1.2(b)	16
WST 121	WST 111 GS	16
WST 211	WST 111, 121; WTW 126 GS, 128 GS and 114 GS	24
WST 221	WST 211 GS	24
WST 311	WST 211, 221; WTW 211 GS, 218 GS	18
WST 312	WST 211, 221; WTW 211 GS, 218 GS	18
WST 321	WST 211, 221; 311 GS; WTW 211 GS, 218 GS	18
WST 322	WST 211, 221; WTW 211 GS, 218 GS	18

<b>Mathematics</b>		<b>Credits</b>
WTW 133	Consult Reg 1.2(b)	8
WTW 134	WTW 133	8
WTW 114	Consult Reg 1.2(b)	16
WTW 115*	Consult Reg 1.2(b)	8
WTW 126	Consult Reg 1.2(b)	8
WTW 128	WTW 114 GS	8
WTW 211	WTW 126	12
WTW 218	WTW 114, 128	12
WTW 220	WTW 114, 128	12
WTW 286	WTW 114, 126, 128	12
WTW 310	WTW 220	18
WTW 354	WTW 218, 211, WST 211	18
WTW 381	WTW 114 and 211	18
WTW 382	WTW 220, 286	18
WTW 383	WTW 114, 128, 211	18

\* Only for BCom (Informatics) students.

<b>Philosophy</b>		<b>Credits</b>
FIL 110		12
FIL 120		12

For prerequisites see *Regulations and Syllabi: Faculty of Humanities*.

<b>Political science</b>		<b>Credits</b>
STL 210	PTO 111 GS, PTO 120 GS	20
STL 220	PTO 111, PTO 120 GS, STL 210 GS	20
STL 310	PTO 120, STL 210 GS, STL 220 GS	30
STL 320	STL 210, STL 220 GS, STL 310 GS	30

<b>Politics</b>		<b>Credits</b>
PTO 111		12
PTO 120	PTO 111 GS	12

<b>Professional ethics*</b>		<b>Credits</b>
BPE 210		12

\* For BCom(Accounting Sciences) students only.

<b>Public Administration</b>		<b>Credits</b>
PAD 112		10

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PAD 122	PAD 112 GS	10
PAD 212	PAD 112 or 122 with a GS in the other	16
PAD 222	PAD 212 GS	16
PAD 312	PAD 112, PAD 122; PAD 212 or 222 with a GS in the other	20
PAD 322	PAD 312 GS	20
<b>Public environmental management*</b>		<b>Credits</b>
PEV 120		10
PEV 220		16
PEV 320		20
* Only available for BAdmin [Option: Public Administration] students.		
<b>Public information management*</b>		<b>Credits</b>
PUM 120		10
* Only available for BAdmin [Option: Public Administration] students.		
<b>Public leadership and governance*</b>		<b>Credits</b>
PUL 110		10
* Only available for BAdmin [Option: Public Administration] students.		
<b>Public management*</b>		<b>Credits</b>
OPB 110		10
OPB 210		16
OPB 310		20
* Only available for BAdmin [Option: Public Administration] students.		
<b>Public organisation studies*</b>		<b>Credits</b>
ODM 110		10
ODM 210		16
* Only available for BAdmin [Option: Public Administration] students.		
<b>Public people management*</b>		<b>Credits</b>
PUT 120		10
PUT 220		16
* Only available for BAdmin [Option: Public Administration] students.		
<b>Public practices*</b>		<b>Credits</b>
PBP 320		20
* Only available for BAdmin [Option: Public Administration] students.		
<b>Public resource management*</b>		<b>Credits</b>
PUF 110		10
PUF 120		10
PUF 210		16
PUF 220		16
PUF 310		20
* Only available for BAdmin [Option: Public Administration] students.		
<b>Recreation science</b>		<b>Credits</b>
RKD 251		8
RKD 252		8
RKD 253		8

RKD 254		8
RKD 354		10
<b>Research</b>		<b>Credits</b>
RES 151		6
RES 261	RES 151	10
<b>Research methodology</b>		<b>Credits</b>
NME 220		16
<b>Sepedi</b>		
For prerequisites see <i>Regulations and Syllabi: Faculty of Humanities</i> .		
<b>Setswana</b>		
For prerequisites see <i>Regulations and Syllabi: Faculty of Humanities</i> .		
<b>Note:</b> Modules in Setswana and Sepedi cannot both be included in the same curriculum for degree purposes.		
<b>Sociology</b>		<b>Credits</b>
SOC 110		12
SOC 120	SOC 110	12
SOC 210	SOC 110, 120 and/or 121	20
SOC 220	SOC 110, 120 and/or 121	20
SOC 310	SOC 210, 220	30
SOC 320	SOC 210, 220	30
<b>Specific contracts</b>		<b>Credits</b>
KTH 220		15
<b>Sport and technology</b>		<b>Credits</b>
SDT 354		8
<b>Sport science</b>		<b>Credits</b>
SPK 152		6
SPK 161		6
SPK 251		10
SPK 252		10
SPK 261		10
SPK 262		10
SPK 351		15
SPK 352		15
SPK 361		15
SPK 362		15
<b>Statistics</b>		<b>Credits</b>
STK 110	Reg 1.2(c)	13
STK 120	STK 110 GS	13
STK 113*		11½
STK 123*	STK 113 GS	11½
STK 210	STK 110, 120	20
STK 220	STK 210 GS	20
STK 281	STK 110, 120	10

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STK 310	STK 210, 220	25
STK 320	STK 310 GS	25

\*On its own, STK 113 and 123 will not be recognised for degree purposes, but in this Faculty, exemption will be granted from the Grade 12 Mathematics admission requirement (i.e. at least 3 (40-49%)).

<b>Supply chain management*</b>		<b>Credits</b>
OBS 216*	OBS 114 or 124 with admission to the examination in the other	16
OBS 226*	OBS 114 or 124 with admission to the examination in the other	16
OBS 316*	OBS 114, 124; admission to the examination in OBS 216, OBS 226	20
OBS 326*	OBS 316 GS	20

\*Only for BCom [Option: Supply chain management] students

<b>Taxation</b>		<b>Credits</b>
BEL 200	FRK 100 or 101	32
BEL 213	FRK 111, 121 or FRK 100 or FRK 101, INF 181	16
BEL 220	FRK 111, 121 or FRK 100 or FRK 101, INF 181	16
BEL 223	BEL 213	16
BEL 300	BEL 200	40
BEL 310	BEL 213, 223	20
BEL 320	BEL 310	20

<b>Tourism management</b>		<b>Credits</b>
TBE 110		10
TBE 120	TBE 110 GS	10
TBE 190*		12
TBE 191*		12
TBE 210	TBE 110 or 120 with a GS in the other	16
TBE 220	TBE 210 GS	16
TBE 290*		16
TBE 291*		16
TBE 292*		16
TBE 293*		16
TBE 310	TBE 210 or 220 with a GS in the other	20
TBE 320**	TBE 310 GS	20
TBE 390*		20
TBE 391*		20
TBE 394*		20

\* Compulsory practical modules.

\*\* All the compulsory practical modules, as stipulated in the curriculum, must be completed in consultation with the head of the department and to his satisfaction and approval in order to qualify for admission to the examination in TBE 320.

<b>Visual communication</b>		<b>Credits</b>
VKK 220		12

For prerequisites see *Regulations and Syllabi: Faculty of Humanities*.

### **General notes i.r.o. prerequisites:**

- (i) The requirement that students must have already passed a module listed in the second column, or take the module together with a module in the first column at the same time, may be amended by the Dean. Such a concession is made

almost exclusively only to students who will be able to register for all the still outstanding modules for the degree if they are exempted from the prerequisite of no more than two 14-week modules or the equivalent thereof. If a student fails any module required by a finalist for graduation purposes, the concession(s) that was/were granted by the Dean is/are withdrawn.

- (ii) The class, test and examination timetables are compiled to avoid timetable clashes if module choices are limited to either the 100-, 200-, or 300-level. The onus is on students who choose modules at more than one level, or elective modules that are offered by other faculties, to ensure that timetable clashes do not occur with regard to these choices.

### **C.3 Bachelor of Commerce [BCom]**

(a)	<b>Specialisations</b>	<b>Code</b>	<b>Page no</b>
	BCom degree	(07130221)	34
	with the following options:		
	• Supply chain management	(07130064)	37
	• Taxation	(07130001)	36
	In addition, the degree can also be taken in the following fields of specialisation:		
	Accounting Sciences	(07130042)	55
	Agribusiness Management	(07130091)	38
	Business Management	(07130062)	52
	Communication Management	(07130281)	50
	Econometrics	(07130011)	42
	Economics	(07130051)	43
	Entrepreneurship	(07130063)	45
	Financial Management Sciences	(07130203)	46
	Human Resource Management	(07130142)	51
	Informatics	(07130172)	47
	Internal Auditing	(07130071)	49
	Investment Management	(07130202)	40
	Law	(07130151)	54
	Marketing Management	(07130161)	41
	Recreation and Sport Management	(07130251)	57
	Statistics	(07130261)	58
	Tourism Management	(07130242)	60

(b) **Duration of study**

Three years, but the programme can be extended to four years. Four-year study programmes are compiled in consultation with the Student Administration.

**Please note:** The fields of specialisation for the BCom degrees are not listed in alphabetical order in the English yearbook, but in the order followed in the Afrikaans yearbook.

#### C.4 Curriculum for BCom (Code 07130221)

The programme is aimed at the training of students in the Economic and Management Sciences, but it does not lead to a specific vocational outcome. However, students are able to compile their own curricula with a view to work opportunities in all sectors.

**Total credits required:** 414 (420)

	Year-level 1	Year-level 2	Year-level 3
	Credits	Credits	Credits
Fundamental modules	20	10	0
Core modules	116 (96)	0 (32)	0
Elective modules	20 (40)	128 (96)	120*
<b>Total</b>	156	138	120

\* **Only two 14-week modules, or the equivalent thereof, that are not preceded by the 100- and 200-level modules, may be taken for degree purposes.** In other words, at least four 14-week modules must be taken at 300-level that are preceded by the 100- and 200-level except for the modules offered at 200- and 300-level only, for example Financial management (FBS 210, 220, 310 and 320).

**Please note:**

- If BER 210 and BER 220 are chosen as core modules at 200 level, the elective modules will total 40 credits and the core modules 96 credits at 100 level.
- If WTW or WST is chosen as core modules, the credits will be higher.

#### Learning programme

YEAR LEVEL: 1 2 3

#### Fundamental modules (Compulsory)

CIL	Computer and information literacy	111 <sup>¶</sup> , 121	
BPE	Business ethics		251 (Q 4)
EOT	Academic literacy <sup>§</sup>	110, 120	

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

#### Core modules (Compulsory)

EKN	Economics	110, 120	
FRK	Financial accounting <sup>(1)</sup>	111, 121	
INF	Informatics	181 <sup>(4)</sup>	
KRG	Commercial law <sup>(2)</sup>	110, 120	
	<b>or</b>		
BER	Business law <sup>(2)</sup>		210, 220

STK	Statistics	110, 120
	<b>or</b>	
WTW	Mathematics <sup>(3)</sup>	114, 126 128
	<b>or</b>	
WST	Mathematical statistics <sup>(3)</sup>	111, 121
KOB	Communication management	184

**One of the following subjects:**

OBS	Business management	114, 124
BEM	Marketing management	110, 121
BDO	Industrial and organisational psychology	110, 120
PAD	Public Administration	112, 122

(Any of these four subjects may be chosen as **elective modules**, if not chosen under **core modules**.)

**Elective modules**

EKN	Economics		214, 224 215, 225	310, 320 314
OBS	Business management	114, 124	210, 220	310 <sup>(5)</sup> , 320
OBS	Entrepreneurship			311, 321
FRK	Financial accounting		211 <sup>(7)</sup> , 221 <sup>(7)</sup>	311 <sup>(7)</sup> , 321 <sup>(7)</sup>
BEL	Taxation		220 <sup>(7)</sup>	
STK	Statistics		210, 220	310, 320
	<b>or</b>			
WST	Mathematical statistics <sup>(3)</sup>		211, 221	311, 321 312, 322
	<b>or</b>			
WTW	Mathematics <sup>(3)</sup>		211, 220 218, 221 286	310, 381 354, 382 383
BEM	Marketing management	110, 121	211, 221	311, 321
KOB	Communication management		210, 220	310, 320
BDO	Industrial and organisational psychology	110, 120	219, 229 271, 272	319 <sup>(5)</sup> , 329 <sup>(5)</sup> 371, 372
INF	Informatics	112	214, 261 225	
FBS	Financial management		210, 220	310, 320
KRG	Commercial law <sup>(2)</sup>		200	
LEK	Agricultural economics <sup>(8)</sup>		251, 220 252	310, 320
PTO	Politics	111, 120		
STL	Political science <sup>(9)</sup>		210, 220	
	<b>or</b>			
IPL	International relations <sup>(9)</sup>		210, 220	
PAD	Public Administration <sup>(6)</sup>	112, 122	212, 222	312, 322
SOC	Sociology <sup>(6)</sup>	110, 120	220	310, 320
ABR	Labour law			311
ABV	Labour relations			320

**Note: See Regulation C.2 for the prerequisites for all modules.**

- α Students may write the exemption examination for CIL 111 only once.
  - (1) See Reg 1.2 (d).
  - (2) BER 210 and 220 may not be included in the same curriculum as KRG 110, 120 and 200.
  - (3) Mathematical statistics and Mathematics are not mutually exclusive and may be taken simultaneously. WTW 114, 126, 128, 211, 218 must be taken if WST will be taken up to 300-level.
  - (4) INF 181 is a 14-week module which is offered in the first as well as the second semester.
  - (5) OBS 310 may not be included in the same curriculum as BDO 319, 329 for degree purposes.
  - (6) Only one of the following subjects may be taken at 300-level: Public Administration; Sociology; or a language.
  - (7) Taxation 220 (BEL 220) is compulsory at 200-level, if Financial accounting 311, 321 (FRK 311, 321) is chosen.
  - (8) Students who register for Agricultural economics at 200- and 300-level as electives will have to pass extra modules to make up the credits.
  - (9) STL and IPL have no modules at year-level 1, but follow on PTO 111 and PTO 120.
- Any of the following languages at 100, 200 and 300 levels<sup>(6)</sup>, presented by the Faculty of Humanities, provided that they can be accommodated in the class and examination timetables, and are approved by the Dean: Sepedi or Setswana, IsiNdebele or IsiZulu, German, French, English or Afrikaans. Only one subject (four 7-week modules or two 14-week modules or one 28-week module) may be taken from the Faculty of Humanities or the Faculty of Natural and Agricultural Sciences at 200- or 300-level unless the Dean decides otherwise.

**Specialisation modules:** Any prescribed modules at 300-level which is preceded by the appropriate modules at 200-level.

**Curriculum for the Option: Taxation (Code 07130001)**

The purpose of this package in Taxation is to equip qualifiers with the essential knowledge and skills so that they will be competent to perform tax related functions both in the private and public sector environment.

**Package coordinator:** Prof M Stiglingh, EM 4-49.1, Tel: 012 420 3346

**Total credits required:** 437

	Year-level 1	Year-level 2	Year-level 3
	Credits	Credits	Credits
Fundamental modules	20	10	0
Core modules	121	154	132
Elective modules	0	0	0
<b>Total</b>	<b>141</b>	<b>164</b>	<b>132</b>

**Learning programme**

**YEAR LEVEL:**

**Fundamental modules (Compulsory)**

	1	2	3
CIL Computer and information literacy	111α, 121		
BPE Business ethics		251 (Q 4)	
EOT Academic literacy§	110, 120		



§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

**Core modules (Compulsory)**

FRK	Financial accounting <sup>(1)</sup>	111, 121	211, 221	
INF	Informatics	181 <sup>(1)</sup>		
BEL	Taxation		213, 223	310, 320
IOK	Internal auditing		211, 221	311, 325
OBS	Business management	114		
EKN	Economics	110, 120	214, 224	310
STK	Statistics	110, 120		
FBS	Financial management		210	
KRG	Commercial law	110, 120		200 <sup>(2)</sup>
IDR	Introduction to law	110		
RVD	Legal skills	110		
RVW	Legal interpretation		210	

**Note: See Regulation C.2 for prerequisites of all modules.**

α Students may write the exemption examination for CIL 111 only once.

(1) INF 181 is a 14-week module that is offered during the first as well as the second semester.

(2) It is recommended that students register for KRG 200 in their third year

**Specialisation modules:** BEL 310, BEL 320, IOK 311 and IOK 325

**Curriculum for the Option: Supply Chain Management (Code 07130064)**

The purpose of this option is to equip learners of Supply chain management with the ability to participate in functional management within an integrated supply chain. This includes the disciplines of supply management, production and operations management, warehousing, transport management and supply chain strategy.

**Package coordinator:** Mr W Niemann, EM 3-70, Tel: 012 420 4635

**Total credits required:** 444

	Year-level 1	Year-level 2	Year-level 3
	Credits	Credits	Credits
Fundamental modules	20	10	0
Core modules	126	128	160
Elective modules	0	0	0
<b>Total</b>	146	138	160

**Learning programme**

**YEAR LEVEL:**

**1**

**2**

**3**

**Fundamental modules (Compulsory)**

CIL	Computer and information literacy	111 <sup>α</sup> , 121		
BPE	Business ethics		251 (Q 4)	
EOT	Academic literacy§	110, 120		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

**Core modules (Compulsory)**

OBS	Business management	114, 124	210, 220	310, 320
OBS	Supply chain management		216, 226	316, 326
BEM	Marketing management	110, 121		
EKN	Economics	110, 120		
FRK	Financial accounting <sup>(1)</sup>	111, 121		
INF	Informatics	181 <sup>(2)</sup>		
INF	Informatics	112		
KOB	Communication management	181		
STK	Statistics	110, 120		
BER	Business law		210, 220	
FBS	Financial management		210, 220	
OBS	E-business <sup>(3)</sup>			315
OBS	E-commerce <sup>(3)</sup>			325
OBS	International business management			359, 369

**Note: See Regulation C.2 for prerequisites of all modules.**

α Students may write the exemption examination for CIL 111 only once.

(1) See Reg 1.2 (d).

(2) INF 181 is a 14-week module that is offered during the first as well as the second semester.

(3) It is recommended that students do these third-year modules in their second year.

**Specialisation modules:** OBS 316 and 326.

### C.5 Curriculum for BCom in Agribusiness Management (Code 07130091)

The purpose of this degree programme is to train students in the field of economics and Business management as applied to the agricultural and agribusiness sector. The degree prepares students for management careers in agricultural sales and marketing, brokerage, market research, international market development, finance, public relations, food manufacturing and distribution, and agricultural-input industry.

**Package coordinator:** Prof JF Kirsten, Agriculture Annex 2-21

Tel: 012 420 3248

**Total credits required:** 457

	Year-level 1	Year-level 2	Year-level 3
	Credits	Credits	Credits
Fundamental modules	20	0	0
Core modules	116	150	54
Elective modules	0	12	105*
<b>Total</b>	136	162	159

**\* Only two 14-week modules, or the equivalent thereof, that are not preceded by the 100- and 200-level modules, may be taken for degree purposes.** In other words, at least four 14-week modules must be taken at 300-level that are preceded by the 100- and 200-level except for the modules offered at 200- and 300-level only, for example Financial management (FBS 210, 220, 310 and 320).

### Learning programme

YEAR LEVEL:	1	2	3
<b>Fundamental modules (Compulsory)</b>			
CIL Computer and information literacy	111 <sup>π</sup> , 121		
EOT Academic literacy§	110, 120		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

### Core modules (Compulsory)

LEK Agricultural economics		251, 220 252	310, 320 451, 452
EKN Economics	110, 120	214, 224	
OBS Business management	114, 124	210, 220	
FRK Financial accounting <sup>(1)</sup>	111, 121		
INF Informatics	181 <sup>(2)</sup>		
STK Statistics	110, 120	210, 281	
BER Business law		210, 220	
BEM Marketing management	110, 121		
KOB Communication management	182		

### Elective modules

OBS Business management			310, 320
BEM Marketing management		211, 221	311, 321
EKN Economics			310, 320 314
LEK Agricultural economics			415, 421 424
STK Statistics		220	310, 320
FBS Financial management		210, 220	310, 320

**Note: See Regulation C.2 for the prerequisites for all modules.**

<sup>π</sup> Students may write the exemption examination for CIL 111 only once.

<sup>(1)</sup> See Reg 1.2 (d).

<sup>(2)</sup> INF 181 is a 14-week module that is offered in the first as well as the second semester.

**Specialisation modules:** LEK 310, 320, 451, 452.





OBS	E-commerce			325
OBS	Entrepreneurship			311, 321
OBS	International business management			359, 369
EKN	Economics		214, 224	310, 320
				314
STK	Statistics		210, 220	310, 320
			281	
TBE	Tourism management	110, 120	210, 220	310, 320
FBS	Financial management		210, 220	310, 320
FRK	Financial accounting		211 <sup>(3)</sup> , 221 <sup>(3)</sup>	311 <sup>(3)</sup> , 321 <sup>(3)</sup>
BEL	Taxation		220 <sup>(3)</sup>	
FIL	Philosophy	110, 120		
		155		
SOC	Sociology	110, 120		
BDO	Industrial and organisational psychology	110, 120		
LEK	Agricultural economics		220	
SPK	Sport science		252	
RKD	Recreation science		253, 254	
JRN	Introduction to journalism	151		
PAD	Public Administration	112		

**Note: See Regulation C.2 for prerequisites of all modules.**

⌘ Students may write the exemption examination for CIL 111 only once.

(1) See Reg 1.2 (d).

(2) INF 181 is a 14-week module offered in the first as well as the second semester.

(3) Taxation 220 (BEL 220) is compulsory at 200-level, if Financial accounting 311, 321 (FRK 311, 321) is chosen.

**Specialisation modules:** BEM 311, 321, 356.

**C.8 Curriculum for BCom in Econometrics (Code 07130011)**

The purpose of this qualification is to provide graduates with knowledge on the working of the economic and financial systems of South Africa and basic econometric models. After completing this programme, candidates will be able to do a prognosis, analysis and forecast of the South African economy. This degree will provide the graduate with the necessary practical skills for using economic and econometric models that management or government can apply in policy. Candidates will be able to do basic statistical analyses of economic trends and to apply the necessary computer and communication skills.

**Package coordinator:** Mr J van Rensburg, EM 4-36, Tel: 012 420 3467

**Total credits required:** 437

	<b>Year-level 1</b>	<b>Year-level 2</b>	<b>Year-level 3</b>
	Credits	Credits	Credits
Fundamental modules	20	0	0
Core modules	129	136	152
Elective modules	0	0	0
<b>Total</b>	<b>149</b>	<b>136</b>	<b>152</b>

**Learning programme**

<b>YEAR LEVEL:</b>		<b>1</b>	<b>2</b>	<b>3</b>
<b>Fundamental modules (Compulsory)</b>				
CIL	Computer and information literacy	111 <sup>π</sup> , 121		
EOT	Academic literacy§	110, 120		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

**Core modules (Compulsory)**

EKN	Economics	110, 120	214, 224 215, 225	310, 320 314, 325
WST	Mathematical statistics	111, 121	211, 221	311, 321 312, 322
OBS	Business management	156		
FRK	Financial accounting <sup>(1)</sup>	111, 121		
INF	Informatics	181 <sup>(2)</sup> 154, 164		
WTW	Mathematics	114, 126 128	211, 218	
KOB	Communication management	182		

**Note: See Regulation C.2 for prerequisites of all modules.**

<sup>π</sup> Students may write the exemption examination for CIL 111 only once.

<sup>(1)</sup> See Reg 1.2 (d).

<sup>(2)</sup> INF 181 is a 14-week module that is offered in the first as well as the second semester.

**Specialisation modules:** EKN 310, 320, 314, 325.

**C.9 Curriculum for BCom in Economics (Code 07130051)**

The purpose of this qualification is to provide graduates with knowledge on the working of the economic and financial systems of South Africa and the influence exerted on it by the global economy and financial markets. This programme will provide students with the necessary theoretical and applied principles of the instruments and effects of economic policy, such as fiscal policy, monetary policy and labour policy. Graduates will be able to do a prognosis and analysis of the South African economy and therefore be able to advise management in the private as well as public sectors. Candidates will also be provided with the necessary statistic, computer and communication skills.

**Package coordinator:** Mr J van Rensburg, EM 4-36, Tel: 012 420 3467

**Total credits required:** 398

	Year-level 1	Year-level 2	Year-level 3
	Credits	Credits	Credits
Fundamental modules	20	10	0
Core modules	96	120	80
Elective modules	0	32	40*
<b>Total</b>	<b>116</b>	<b>162</b>	<b>120</b>

**NB:** If Statistics 310, 320 is chosen, the total number of credits will increase.

\* **Only two 14-week modules, or the equivalent thereof, that are not preceded by the 100- and 200-level modules, may be taken for degree purposes.** In other words, at least four 14-week modules must be taken at 300-level that are preceded by the 100- and 200-level except for the modules offered at 200- and 300-level only, for example Financial management (FBS 210, 220, 310 and 320).

### Learning programme

YEAR LEVEL:	1	2	3
<b>Fundamental modules (Compulsory)</b>			
CIL Computer and information literacy	111 <sup>¶</sup> , 121		
BPE Business ethics		251 (Q 4)	
EOT Academic literacy§	110, 120		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

### Core modules (Compulsory)

EKN Economics	110, 120	214, 224 215, 225	310, 320 314, 325
OBS Business management	114, 124		
FRK Financial accounting <sup>(1)</sup>	111, 121		
INF Informatics	181 <sup>(2)</sup>		
STK Statistics	110, 120	210, 220	
BER Business law		210	
KOB Communication management	182		

### Elective modules

FBS Financial management		210, 220	310, 320
OBS Business management		210, 220	310, 320
STK Statistics			310, 320

**Note: See Regulation C.2 for prerequisites of all modules.**

<sup>¶</sup> Students may write the exemption examination for CIL 111 only once.

<sup>(1)</sup> See Reg 1.2 (d).

<sup>(2)</sup> INF 181 is a 14-week module that is offered in the first as well as the second semester.

**Specialisation modules:** EKN 310, 320, 314, 325.







**C.12 Curriculum for BCom in Informatics (Code 07130172)**

This programme is defined as the application of modern information systems in organisations, both private and public. The student will have a graduate-level knowledge of the analysis, design and implementation of information systems, databases, operating systems, networks and information management. In addition, the student will have the competence to develop a complete information system to support organisational functions. The holder of this qualification has the skills to advise organisations in empowering and enhancing the quality of work life of the individual workers through the application of information technology. The syllabus of this degree complies with the international accredited syllabus for Information Systems Programmes.

**Package coordinator:** Prof C de Villiers, IT 5-78, Tel: 012 420 3085  
**Total credits required:** 419

	<b>Year-level 1</b>	<b>Year-level 2</b>	<b>Year-level 3</b>
	Credits	Credits	Credits
Fundamental modules	20	10	0
Core modules	134	103	80
Elective modules	0	32	40*
<b>Total</b>	154	145	120

\* Only two 14-week modules, or the equivalent thereof, that are not preceded by the 100- and 200-level modules, may be taken for degree purposes. In other words, at least four 14-week modules must be taken at 300-level that are preceded by the 100- and 200-level except for the modules offered at 200- and 300-level only, for example Financial management (FBS 210, 220, 310 and 320).

**Learning programme**

<b>YEAR LEVEL:</b>	<b>1</b>	<b>2</b>	<b>3</b>
<b>Fundamental modules (Compulsory)</b>			
CIL Computer and information literacy	111 <sup>a</sup> , 121		
BPE Business ethics		251 (Q 2)	
EOT Academic literacy§	110, 120		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

**Core modules (Compulsory)**

INF Informatics <sup>(1); (2)</sup>	112 153, 163 154, 164	214, 261 225 271, 272	301 <sup>(8)</sup>
FRK Financial accounting <sup>(3)</sup>	111, 121		
INF Informatics	181 <sup>(4)</sup>		
EKN Economics	110, 120		
BER Business law		210, 220	
STK Statistics	110, 120		
OBS Business management	114, 124		

KOB	Communication management	184	
WTW	Discrete structures	115	
JCP	Community-based project		202

**Elective modules**

OBS	Business management	210, 220	310 <sup>(6)</sup> , 320
FRK	Financial accounting	211 <sup>(5)</sup> , 221 <sup>(5)</sup>	311 <sup>(5)</sup> , 321 <sup>(5)</sup>
BEL	Taxation	220 <sup>(5)</sup>	
STK	Statistics	210, 220	310, 320
IOK	Internal auditing	211, 221	311, 321
KOB	Communication management	210, 220	310, 320
FBS	Financial management	210, 220	310, 320
BEM	Marketing management	110 <sup>(7)</sup> , 121 <sup>(7)</sup>	211, 221, 311, 321
BDO	Industrial and organisational psychology	110 <sup>(7)</sup> , 120 <sup>(7)</sup>	219, 229, 319 <sup>(6)</sup> , 329 <sup>(6)</sup>
PAD	Public Administration	112 <sup>(7)</sup> , 122 <sup>(7)</sup>	271, 272, 371, 372, 212, 222, 312, 322

**Elective modules** can only be taken if they can be accommodated in the class, test and examination timetables.

**Note: See Regulation C.2 for prerequisites of all modules.**

⌘ Students may write the exemption examination for CIL 111 only once.

(1) Only candidates who meet the entrance requirements for the compulsory modules Informatics 153, 154, 163, 164 and 271, 272 i.e. at least 4 (50-59%) in Mathematics in Grade 12, will be admitted to the BCom degree with specialisation in Informatics. Admission to the BCom degree with specialisation in Informatics can also be obtained by complying with the requirements as set out in Reg 1.2(g) of the section **Requirements for specific modules**, in which case the Dean, on the recommendation of the head of department, may allow a student to register simultaneously for Informatics 153, 154, 163, 164 and 271, 272.

(2) In addition to the provisions of the footnote<sup>(1)</sup> above, a student who does not fulfil the Mathematics requirement for admission but is nevertheless interested in a BCom (Informatics) degree, should register for the BCom (Code 07130221) and pass Mathematics 133 and 143 (WTW 133 and WTW 143) and the fundamental modules SIT 110 and SIT 120 as extra modules. At the end of the first year, he or she may then apply for permission to change to the second year of the BCom degree programme with specialisation in Informatics. Students who have already passed Informatics 112, may, if their academic performance merits it, be allowed by the Dean, on the recommendation of the head of department, to register simultaneously for Informatics 153, 154, 163, 164 and 271, 272.

(3) See Reg 1.2 (d).

(4) INF 181 is a 14-week module that is offered in the first as well as the second semester.

(5) Taxation 220 (BEL 220) is compulsory at 200-level, if Financial accounting 311, 321 (FRK 311, 321) is chosen.

(6) OBS 310 and BDO 319, 329 may not be included in the same curriculum for degree purposes.

(7) If these modules are chosen as electives in the second and third year, the first-year modules will have to be included as extra modules.

(8) INF 301 is a module that combines INF 315, INF 324, INF 354 and INF 370. Students register for all these modules, but receive a calculated percentage for INF 301. Please refer to table below:

Module outstanding	Register for	Module in which student has to attend classes	Examination Exam paper	Write with
INF 315	INF 315	INF 315	INF 315	INF 315
INF 324	INF 324	INF 324	INF 324	INF 324
INF 354	INF 354	INF 354	INF 354	INF 354
INF 370	INF 370	INF 370	INF 370	INF 370

**Specialisation modules:** INF 301

### C.13 Curriculum for BCom in Internal Auditing (Code 07130071)

The purpose of this package in Internal auditing is to equip qualifiers with the essential knowledge and skills so that they will be competent to perform internal audit functions. The programme prepares students to obtain the international qualification *Certified Internal Auditor* (CIA).

**Package coordinator:** Prof H de Jager, EM 4-88, Tel: 012 420 4427  
**Total credits required:** 435

	Year-level 1	Year-level 2	Year-level 3
	Credits	Credits	Credits
Fundamental modules	20	10	0
Core modules	101	184	120
Elective modules	0	0	0
<b>Total</b>	<b>121</b>	<b>194</b>	<b>120</b>

#### Learning programme

YEAR LEVEL:	1	2	3
<b>Fundamental modules (Compulsory)</b>			
CIL Computer and information literacy	111 <sup>a</sup> , 121		
BPE Business ethics		251 (Q 3)	
EOT Academic literacy§	110, 120		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

#### Core modules (Compulsory)

FRK Financial accounting	111, 121	211, 221	311, 321
INF Informatics	181 <sup>(1)</sup>		
BEL Taxation		220	
IOK Internal auditing		211, 221	311, 321
OBS Business management	114, 124	210, 220	310, 320
			<b>or</b>
FBS Financial management		210, 220	310, 320

EKN	Economics	110, 120	
BER <sup>(2)</sup>	Business law		210, 220
STK	Statistics	110, 120	
INF	Informatics	112	264

**Note: See Regulation C.2 for prerequisites of all modules.**

⌘ Students may write the exemption examination for CIL 111 only once.

(1) INF 181 is a 14-week module offered in the first as well as the second semester.

(2) It is recommended that students offer BER 210 and 220 in their third year.

**Specialisation modules:** IOK 311, 321 and FRK 311, FRK 321 or IOK 311, 321 and OBS 310, 320, or IOK 311, 321 and FBS 310, 320.

**C.14 Curriculum for BCom in Communication Management (Code 07130281)**

The aim of this field of specialisation is to align the internal and external communication with the strategic intent of an organisation. The theoretical dimensions of communication as strategic management function is emphasised. The performance dimensions of Communication management in the business environment are addressed by means of practical projects thereby enabling students to integrate and reconcile the theory and practice of Communication management.

**Package coordinator:** Prof AF Grobler, EM 4-112, Tel: 012 420 2306

**Total credits required:** 419

	Year-level 1	Year-level 2	Year-level 3
	Credits	Credits	Credits
Fundamental modules	20	10	0
Core modules	137	80	100
Elective modules	0	32	40
<b>Total</b>	<b>157</b>	<b>122</b>	<b>140</b>

**Learning programme****YEAR LEVEL:****1****2****3****Fundamental modules (Compulsory)**

CIL Computer and information literacy 111<sup>⌘</sup>, 121

BPE Business ethics 251 (Q 2)

EOT Academic literacy§ 110, 120

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

**Core modules (Compulsory)**

KOB Communication management 110, 120 210, 220 310, 320  
356

BEM Marketing management 110, 121 211, 221 311, 321

EKN Economics 110, 120

JRN	Introduction to journalism	151	
OBS	Business management	114, 124	220
FRK	Financial accounting <sup>(1)</sup>	111, 121	
INF	Informatics	181 <sup>(2)</sup>	
STK	Statistics	110, 120	
<b>Elective modules</b>			
BER	Business law	210, 220	
EKN	Economics	214, 224	310, 320
			314, 325
FRK	Financial accounting	211 <sup>(3)</sup> , 221 <sup>(3)</sup>	311 <sup>(3)</sup> , 321 <sup>(3)</sup>
BEL	Taxation	220 <sup>(3)</sup>	
FBS	Financial management	210, 220	310, 320
STK	Statistics	210, 220	310, 320
OBS	International business management		359, 369
OBS	E-business		315
OBS	E-commerce		325
OBS	Entrepreneurship		311, 321
VKK	Visual communication	220	

**Note: See Regulation C.2 for prerequisites of all modules.**

⌘ Students may write the exemption examination for CIL 111 only once.

(1) See Reg 1.2 (d).

(2) INF 181 is a 14-week module that is offered in the first as well as the second semester.

(3) Taxation 220 (BEL 220) is compulsory at 200-level, if Financial accounting 311, 321 (FRK 311, 321) is chosen.

**Specialisation modules:** KOB 310, 320, 356.

**C.15 Curriculum for BCom in Human Resource Management (Code 07130142)**

The purpose of this package is to equip learners with the required knowledge and practical skills to effectively manage human resources in any organisation. These include: *perception* (study, research); *evaluation* (appraisal, measuring, selection, placing, problem identification); *optimal utilisation and influencing* (change, training, development, motivation, negotiation and management) of *human behaviour in its interaction with the environment* (physical, psychological, social, organisational) as it manifests itself in the world of work.

**Package coordinator:** Mrs C Olckers, EM 3-95, Tel: 012 420 3435

**Total credits required:** 429

	Year-level 1	Year-level 2	Year-level 3
	Credits	Credits	Credits
Fundamental modules	20	10	0
Core modules	122	142	135
Elective modules	0	0	0
<b>Total</b>	<b>142</b>	<b>152</b>	<b>135</b>

**Learning programme**

<b>YEAR LEVEL:</b>		<b>1</b>	<b>2</b>	<b>3</b>
<b>Fundamental modules (Compulsory)</b>				
CIL	Computer and information literacy	111 <sup>α</sup> , 121		
BPE	Business ethics		251 (Q 2)	
EOT	Academic literacy§	110, 120		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

**Core modules (Compulsory)**

BDO	Industrial and organisational psychology	110, 120	219, 229 271, 272	319, 329 371, 372 373 <sup>(5)</sup>
OBS	Business management	114, 124	210, 220	320
EKN	Economics	110, 120		
FRK	Financial accounting <sup>(1)</sup>	111, 121		
INF	Informatics	181 <sup>(2)</sup>		
STK	Statistics	110, 120		
BER	Business Law		210, 220	
ABR	Labour Law			311
ABV	Labour relations			320
BEL	Taxation		220	
RES	Research	151 <sup>(3)</sup>	261 <sup>(4)</sup>	
KOB	Communication management	182		

**Note: See Regulation C.2 for prerequisites of all modules.**

<sup>α</sup> Students may write the exemption examination for CIL 111 only once.

<sup>(1)</sup> See Reg 1.2 (d).

<sup>(2)</sup> INF 181 is a 14-week module offered in the first as well as the second semester.

<sup>(3)</sup> Students must enrol for RES 151 in the third quarter of their second year.

<sup>(4)</sup> Students must enrol for RES 261 in the first quarter of their third year.

<sup>(5)</sup> Students must enrol for BDO 373 in the third quarter of their third year.

**Specialisation modules:** BDO 319, 329, 373, OBS 320.

**C.16 Curriculum for BCom in Business Management (Code 07130062)**

This qualification is aimed at management knowledge and skills as it applies to the private enterprise as value-adding unit in a changing environment with the necessary competitiveness to survive. The study field is introduced and management decision-making skills acquired. How to establish an enterprise and how to co-ordinate the different areas in management also receive attention. Although this package is intended to serve as a foundation for further study, and for the corporate environment, it also enables graduates to establish their own enterprises and to manage it.

**Package coordinator:** Prof GH Nieman, EMS 3-76, Tel: 012 420 3400  
**Total credits required:** 436



	Year-level 1	Year-level 2	Year-level 3
	Credits	Credits	Credits
Fundamental modules	20	10	0
Core modules	126	96	40
Elective modules	0	64	80*
<b>Total</b>	<b>146</b>	<b>170</b>	<b>120</b>

\* **Only two 14-week modules, or the equivalent thereof, that are not preceded by the 100- and 200-level modules, may be taken for degree purposes.** In other words, at least four 14-week modules must be taken at 300-level that are preceded by the 100- and 200-level except for the modules offered at 200- and 300-level only, for example Financial management (FBS 210, 220, 310 and 320).

### Learning programme

YEAR LEVEL:	1	2	3
<b>Fundamental modules (Compulsory)</b>			
CIL Computer and information literacy	111 <sup>a</sup> , 121		
BPE Business ethics		251 (Q 3)	
EOT Academic literacy <sup>§</sup>	110, 120		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

### Core modules (Compulsory)

OBS Business management	114, 124	210, 220	310, 320
BEM Marketing management	110, 121		
EKN Economics	110, 120		
FRK Financial accounting <sup>(1)</sup>	111, 121		
INF Informatics	181 <sup>(2)</sup>		
STK Statistics	110, 120		
BER Business law		210, 220	
KOB Communication management	181		
INF Informatics	112		
FBS Financial management		210, 220	

### Elective modules

EKN Economics		214, 224	310, 320 314
FRK Financial accounting		211 <sup>(3)</sup> , 221 <sup>(3)</sup>	311 <sup>(3)</sup> , 321 <sup>(3)</sup>
BEL Taxation		220 <sup>(3)</sup>	
FBS Financial management			310, 320
OBS Entrepreneurship			311, 321
OBS E-business			315
OBS E-commerce			325
BEM Marketing management		211, 221	311, 321
KOB Communication management		210, 220	310, 320
OBS International business management			359, 369

**Note: See Regulation C.2 for prerequisites of all modules.**

- α Students may write the exemption examination for CIL 111 only once.
- (1) See Reg 1.2 (d).
- (2) INF 181 is a 14-week module that is offered during the first as well as the second semester.
- (3) Taxation 220 (BEL 220) is compulsory at 200-level, if Financial accounting 311, 321 (FRK 311, 321) is chosen.

**Specialisation modules:** OBS 310, 320

**C.17 Curriculum for BCom in Law (Code 07130151)**

The purpose of this package in law is to provide broad formative education but it does not lead to any specific career outcomes. The student is, however, enabled to continue with the LLB degree, which is career-specific based or a BComHons. The skills acquired may be applied in either the private or public sectors.

**Package coordinator:** Prof PBS van Eck, Law 3-12  
Tel: 012 420 2763

**Total credits required:** 434

	<b>Year-level 1</b>	<b>Year-level 2</b>	<b>Year-level 3</b>
	<b>Credits</b>	<b>Credits</b>	<b>Credits</b>
Fundamental modules	20	0	0
Core modules	145	70	55
Elective modules	0	64	80*
<b>Total</b>	<b>165</b>	<b>134</b>	<b>135</b>

\* **Only two 14-week modules, or the equivalent thereof, that are not preceded by the 100- and 200-level modules, may be taken for degree purposes.** In other words, at least four 14-week modules must be taken at 300-level that are preceded by the 100- and 200-level except for the modules offered at 200- and 300-level only, for example Financial management (FBS 210, 220, 310 and 320).

**Learning programme**

<b>YEAR LEVEL:</b>	<b>1</b>	<b>2</b>	<b>3</b>
<b>Fundamental modules (Compulsory)</b>			
CIL Computer and information literacy	111α,121		
EOT Academic literacy§	110, 120		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

**Core modules (Compulsory)**

EKN Economics	110, 120
OBS Business management	114
FRK Financial accounting <sup>(1)</sup>	111, 121

INF	Informatics	181 <sup>(2)</sup>		
STK	Statistics	110, 120		
IDR	Introduction to law	110, 120		
RVD	Legal skills	110, 120		
PSR	Law of persons	110		
FMR	Family law	110, 120		
KTR	Law of contract		210, 220	
ERF	Law of succession		211, 221	
SAR	Law of things			310
DLR	Law of delict			320
ABR	Labour law	210		
KTH	Specific contracts		220	
ODR	Entrepreneurial law			320
ISR	Insolvency law			310
<b>Elective modules</b>				
OBS	Business management	124 <sup>(3)</sup>	210, 220	310, 320
EKN	Economics		214, 224	310, 320
				314
FBS	Financial management		210, 220	310, 320
FRK	Financial accounting		211 <sup>(4)</sup> , 221 <sup>(4)</sup>	311 <sup>(4)</sup> , 321 <sup>(4)</sup>
BEL	Taxation		220 <sup>(4)</sup>	

Another module in the Faculty approved by the Dean and presented at least at 200- and 300-level except BER 210 and BER 220. If such modules are chosen as electives, students must familiarise themselves with the prerequisites and register for the appropriate first-year modules as extra modules.

**Note: See Regulation C.2 for prerequisites of all modules**

▣ Students may write the exemption examination for CIL 111 only once.

<sup>(1)</sup> See Reg 1.2 (d).

<sup>(2)</sup> INF 181 is a 14-week module that is offered in the first as well as the second semester.

<sup>(3)</sup> Must be taken as an extra module if OBS is the main subject at 300 level.

<sup>(4)</sup> Taxation 220 (BEL 220) is compulsory at 200-level, if Financial accounting 311, 321 (FRK 311, 321) is chosen.

**Please note:** Students whose aim is to obtain the LLB degree after completion of the BCom degree with specialisation in Law, is advised to contact the Student Administration of the Faculty of Law for advice on which modules may be taken whilst doing their undergraduate study. Please note, however, that permission must be obtained from the Dean of the Faculty of Economic and Management Sciences for extra modules to be taken.

**Specialisation modules:** SAR 310 and DLR 320; or ISR 310 and ODR 320.

**C.18 Curriculum for BCom in Accounting Sciences (Code 07130042)**

This degree (that is only presented on a full-time basis) is the specialised bachelor's degree for candidates who are preparing for the relevant qualifying examinations of the South African Institute of Chartered Accountants (SAICA) and the Independent

Regulatory Board for Auditors (IRBA). The programme BCom (Accounting Sciences), together with (the full-time) BComHons (Accounting Sciences) and the Certificate in the Theory of Accountancy (CTA) is accredited by the SAICA as part of its education requirements for the chartered accountant qualification.

**Package coordinator:** Prof JGI Oberholster, EMS 2-45, Tel: 012 420 3761

**Total credits required:** 483

	Year-level 1	Year-level 2	Year-level 3
	Credits	Credits	Credits
Fundamental modules	20	12	0
Core modules	123	168	160
Elective modules	0	0	0
<b>Total</b>	<b>143</b>	<b>180</b>	<b>160</b>

### Learning programme

YEAR LEVEL:	1	2	3
<b>Fundamental modules (Compulsory)</b>			
CIL Computer and information literacy	111 <sup>¶</sup> , 121		
BPE Professional ethics		210 (Sem 1)	
EOT Academic literacy§	110, 120		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

### Core modules (Compulsory)

FRK Financial accounting	100 <sup>(1)</sup> or 101 <sup>(1)</sup>	201	300
INF Informatics	181 <sup>(2)</sup>		
ODT Auditing		200	300
FBS Financial management		200	300
BEL Taxation		200	300
INF Informatics	112	264	
KRG Commercial law	110, 120	200	
STK Statistics	110, 120		
EKN Economics	110, 120		
OBS Business management	155		
KOB Communication management	183		
BEM Marketing management	162		
BDO Industrial and organisational psychology	181		

**Note: See Regulation C.2 for prerequisites of all modules.**

¶ Students may write the exemption examination for CIL 111 only once.

<sup>(1)</sup> See Reg 1.2 (e).

<sup>(2)</sup> INF 181 is a 14-week module that is offered during the first as well as the second semester.

**Please note:** See Reg. 1.2, *Requirements for specific modules*, for the prerequisites for individual modules.

**Specialisation modules:** FRK 300, FBS 300, BEL 300 and ODT 300.

### C.19 Curriculum for BCom in Recreation and Sport Management (Code 07130251)

The package aims to equip potential managers with specific and applied knowledge and competencies to manage sport and recreation in both the private and public sector. Recreation and sport as products differ from other products in the market causing the bridge between Management Science and the theory and practice of sport and recreation not to be realised efficiently. The package focuses specifically on this challenge.

**Package coordinator:** Prof AE Goslin, Sports Centre 2-27, Tel: 012 420 6043  
**Total credits required:** 466

	Year-level 1	Year-level 2	Year-level 3
	Credits	Credits	Credits
Fundamental modules	20	0	0
Core modules	140	166	140
Elective modules	0	0	0
<b>Total</b>	160	166	140

#### Learning programme

##### YEAR LEVEL:

1

2

3

##### Fundamental modules (Compulsory)

CIL	Computer and information literacy	111 <sup>¶</sup> , 121		
EOT	Academic literacy <sup>§</sup>	110, 120		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

##### Core modules (Compulsory)

SPK	Sport science	161	251	351, 361
		152	252, 262	352
MBK	Human movement science	152, 153		
SDT	Sport and technology		254	
RKD	Recreation science		251, 253	354
			252, 254	
BEM	Marketing management	110, 121	211, 221	311, 321
EKN	Economics	110, 120		
OBS	Business management	114, 124	210, 220	310, 320
FRK	Financial accounting <sup>(1)</sup>	111, 121		
INF	Informatics	181 <sup>(2)</sup>		
STK	Statistics	110, 120		
BER	Business law		210, 220	
KOB	Communication management	181		

**Note: See Regulation C.2 for prerequisites of all modules.**

- ▣ Students may write the exemption examination for CIL 111 only once.
- (1) See Reg 1.2 (d).
- (2) INF 181 is a 14-week module offered during the first and the second semester.

**Specialisation modules:** SPK 351, 352, 361 and RKD 354.

**C.20 Curriculum for BCom in Statistics (Code 07130261)**

Statistics is an independent discipline with interdisciplinary applications. The aim of this qualification is to prepare the candidates in totality with methods that can be applied for the gathering and interpretation of data and empirical information. Statistics lay the foundation for scientific accountable conclusions, planning and estimation. Candidates are at the same time equipped with the necessary computer and communication skills. Statistics is commissioned by all disciplines where it can contribute towards scientific and technological progress.

**Package coordinator:** Mr A Swanepoel, IT 6-7, Tel: 012 420 3559  
**Total credits required:** 407 (410)\*

	<b>Year-level 1</b>	<b>Year-level 2</b>	<b>Year-level 3</b>
	Credits	Credits	Credits
Fundamental modules	20	0	0
Core modules**•	96 (102)	40 (48)	50 (72)
Elective modules** •	25 (20)	96 (88)	80 (60)***
<b>Total</b>	<b>141 (142)</b>	<b>136 (136)</b>	<b>130 (132)</b>

- \* Total credits refer to minimum as required by the programme, but can be more, depending on the elective modules.
- \*\* Alternative credits as indicated in brackets are based on choosing WST as a specialisation module instead of STK, while all elective modules are selected within the Faculty of Economic and Management Sciences.
- \*\*\*\* **Only two 14-week modules, or the equivalent thereof, that are not preceded by the 100- and 200-level modules, may be taken for degree purposes.** In other words, at least four 14-week modules must be taken at 300-level that are preceded by the 100- and 200-level except for the modules offered at 200- and 300-level only, for example Financial management (FBS 210, 220, 310 and 320).
- The number of elective modules is influenced by the inclusion of modules from other faculties and their respective credit values.

**Learning programme**

<b>YEAR LEVEL:</b>	<b>1</b>	<b>2</b>	<b>3</b>
<b>Fundamental modules (Compulsory)</b>			
CIL Computer and information literacy	111▣, 121		
EOT Academic literacy§	110, 120		

§ If a student does **NOT** pass the Academic Literacy Tst at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other

language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

**Core modules (Compulsory)**

STK	Statistics	110, 120	210, 220	310, 320
	<b>or</b>			
WST	Mathematical statistics <sup>(1)</sup>	111, 121	211, 221	311, 321 312, 322
EKN	Economics	110, 120		
FRK	Financial accounting <sup>(2)</sup>	111, 121		
INF	Informatics	181 <sup>(3)</sup>		
OBS	Business management	114, 124		
KOB	Communication management	182		

**Elective modules**

STK	Statistics		281 <sup>(4)</sup>	
WST	Mathematical statistics			362
WTW	Mathematics <sup>(1)</sup>	114, 126 <sup>(5)</sup> 128 <sup>(5)</sup>	211, 220 218, 221	310, 382 354, 383
EKN	Economics		214, 224	310, 320 314
LEK	Agricultural economics <sup>(6)</sup>		251, 220 252	310, 320
BPE	Business ethics		251 (Q 4)	
INF	Informatics	112 153, 163 154, 164	214, 261 225	
COS	Computer science	110	271, 272	
IAS#	Actuarial mathematics		211, 282	382

#IAS 211 = Actuarial mathematics 211

#IAS 282 = Financial mathematics 282

#IAS 382 = Actuarial modelling 382

See prerequisites for IAS on page 22.

Students in **Mathematical statistics** who also want to be trained for the **Insurance industry**, normally choose, among others:

WST	Mathematical statistics <sup>(1)</sup>	111, 121	211, 221	311, 321 312, 322
WTW	Mathematics <sup>(1)</sup>	114, 126 <sup>(5)</sup> 128 <sup>(5)</sup>	211, 220 218, 221	
COS	Computer science	110		
EKN	Economics	113, 123		
IAS#	Actuarial mathematics		211, 282	382

Students in the **Econometrics** field normally choose, among others:

WST	Mathematical statistics <sup>(1)</sup>	111, 121	211, 221	311, 321 312, 322 362
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WTW	Mathematics <sup>(1)</sup>	114, 126 <sup>(5)</sup> 128 <sup>(5)</sup>	211, 220 218, 221	
COS	Computer science	110		
EKN	Economics	110, 120	214, 224	310, 320 314
FRK	Financial accounting <sup>(2)</sup>	111, 121		
INF	Informatics	181 <sup>(3)</sup>		

**Other students** choose modules from any other subject/faculty according to their own specific career requirements.

**Note: See Regulation C.2 for prerequisites of all modules.**

- α Students may write the exemption examination for CIL 111 only once.
- (1) If WST modules are taken, notice must be taken of the relevant WTW prerequisites as stipulated in the yearbook.
- (2) See Reg 1.2 (d).
- (3) INF 181 is a 14-week module that is offered in the first as well as the second semester.
- (4) STK 281 may not be taken if STK 310 is passed already.
- (5) The equivalent of seven-week modules, with the exception of WTW 114 which is presented over a period of 14 weeks.
- (6) Students who register for Agricultural economics at 200 and 300 level as electives will have to pass extra modules to make up the credits.

**Specialisation modules:** STK 310, 320 or WST 311, 312, 321, 322.

### C.21 Curriculum for BCom in Tourism Management (Code 07130242)

The overall purpose of this qualification is to develop future managers and entrepreneurs in the tourism industry that have a sound background in the economic and business sciences; think and act within a strategic and systems framework; have an in-depth knowledge of the operational and management aspects of the key components of the tourism industry; and have had practical experience and industry exposure to the key facets of tourism.

**Package coordinator:** Prof ET Heath, Tourism House R2-61, Tel: 012 420 4000

**Total credits required:** 436

	Year-level 1	Year-level 2	Year-level 3
	Credits	Credits	Credits
Fundamental modules	20	0	0
Core modules	136	96	80
Elective modules	0	64	40
<b>Total</b>	156	160	120

#### Learning programme

##### YEAR LEVEL:

**1**

**2**

**3**

##### Fundamental modules (Compulsory)

CIL	Computer and information literacy	111α, 121
EOT	Academic literacy§	110, 120



§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

#### Core modules (Compulsory)

TBE	Tourism management	110, 120	210, 220	310, 320 <sup>(1)</sup>
OBS	Business management <sup>(2)</sup>	114, 124	210, 220	310, 320
			<b>or</b>	
FBS	Financial management <sup>(2)</sup>		210, 220	
BEM	Marketing management	110, 121		
BER	Business law		210, 220	
EKN	Economics	110, 120		
FRK	Financial accounting <sup>(3)</sup>	111, 121		
INF	Informatics	181 <sup>(4)</sup>		
STK	Statistics	110, 120		
KOB	Communication management	181		

#### Compulsory attendance modules (See TBE 190 to 394 below)

Various practical and industry-interaction activities are supportive of the theoretical component of the Tourism management syllabi, and will take place during vacations, over weekends and after hours to develop practical and industry skills.

TBE	Tourism management <sup>(1)</sup>	190, 191	290 or 291 292 or 293	390 or 391 394
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#### Elective modules

BEM	Marketing management		211, 221	311, 321
FBS	Financial management <sup>(2)</sup>		210, 220	310, 320
FRK	Financial accounting		211 <sup>(5)</sup> , 221 <sup>(5)</sup>	311 <sup>(5)</sup> , 321 <sup>(5)</sup>
BEL	Taxation		220 <sup>(5)</sup>	
EKN	Economics		214, 224	310, 320 314
KOB	Communication management		210, 220	310, 320

#### Note: See Regulation C.2 for prerequisites of all modules.

π Students may write the exemption examination for CIL 111 only once.

<sup>(1)</sup> A student must, in consultation with the head of department, obtain additional credits for the practical component (which includes satisfactory class attendance, approved practical work and applicable practical short courses as determined by the head of department) before he or she will be admitted to the examination in TBE 320 (see below:)

	Credits
TBE 190	12
TBE 191	12
TBE 290 or TBE 291	16
TBE 292 or TBE 293	16
TBE 390 or TBE 391	20
TBE 394	20

- (2) At 200 level either OBS 210, 220 or FBS 210, 220 should be taken as "compulsory modules". FBS at 200-level may only be taken as an elective module if not included in the compulsory curriculum.
- (3) See Reg 1.2 (d).
- (4) INF 181 is a 14-week module that is offered in the first as well as the second semester.
- (5) Taxation 220 (BEL 220) is compulsory at 200-level, if Financial accounting 311, 321 (FRK 311, 321) is chosen.

**Specialisation modules:** TBE 310, 320.

## C.22 Bachelor of Administration (BAdmin)

- (a) **Fields of specialisation**
  - Public Management (07131171)
  - [Option: Public Administration] (07131172)
  - International relations (07131151)
- (b) **Duration**  
Three years.

### C.23 Curriculum for BAdmin in Public Management (Code 07131171)

This programme is directed towards the study of Public Administration that will equip the candidate for a career in the broad public sector. Candidates will gain in-depth knowledge of certain administrative and management practices in the South African and international public sectors. Emphasis is placed on the three spheres of government with reference to aspects such as resources management, international administration and management, policy, accountability and ethics, the role of the state, intergovernmental relations and administrative justice.

**Package coordinator:** Prof PA Brynard, EM 3-114, Tel: 012 420 3403  
**Total credits required:** 377

	<b>Year-level 1</b>	<b>Year-level 2</b>	<b>Year-level 3</b>
	Credits	Credits	Credits
Fundamental modules	20	0	0
Core modules	79	32	40
Elective modules	30	96	80*
<b>Total</b>	129	128	120

\* Only two 14-week modules, or the equivalent thereof, that are not preceded by the 100- and 200-level modules, may be taken for degree purposes. In other words, at least four 14-week modules must be taken at 300-level that are preceded by the 100- and 200-level except for the modules offered at 200- and 300-level only, for example Financial management (FBS 210, 220, 310 and 320).

**Learning programme****YEAR LEVEL:****1****2****3****Fundamental modules (Compulsory)**

CIL	Computer and information literacy	111 <sup>α</sup> , 121		
EOT	Academic literacy§	110, 120		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

**Core modules (Compulsory)**

PAD	Public Administration	112, 122	212, 222	312, 322
PTO	Politics	111, 120		
EKN	Economics	110		
BDO	Industrial and organisational psychology	110, 120		
KOB	Communication management	184		

**Elective modules**

STL	Political science <sup>(8)</sup>		210, 220	310, 320
	<b>Or</b>			
IPL	International relations <sup>(8)</sup>		210, 220	310, 320
EKN	Economics	<u>120</u>	<u>214, 224</u>	<u>310, 320</u> <u>314</u>
OBS	Business management	114, 124	210, 220	310 <sup>(1)</sup> , 320
BDO	Industrial and organisational psychology		219, 229	319 <sup>(1)</sup> , 329 <sup>(1)</sup>
FRK	Financial accounting <sup>(2)</sup>	111, 121	211 <sup>(7)</sup> , 221 <sup>(7)</sup>	311 <sup>(7)</sup> , 321 <sup>(7)</sup>
INF	Informatics	181 <sup>(3)</sup>		
BEL	Taxation		220 <sup>(7)</sup>	
BER	Business law		210, 220	
STK	Statistics	<u>110, 120</u> <u>113, 123<sup>(4)</sup></u>		
INF	Informatics	<u>112</u>	<u>214, 261</u> <u>225</u>	
AFR	Afrikaans	110, 120 114, 124		
SRG	Constitutional law		210, 220	
ADR	Administrative law			310 <sup>(5)</sup>
RVW	Legal Interpretation		210	
ABR	Labour law			311 <sup>(6)</sup>
ABV	Labour relations			320 <sup>(6)</sup>
KOB	Communication management		210, 220	310, 320

**Note: See Regulation C.2 for prerequisites of all modules.**

<sup>α</sup> Students may write the exemption examination for CIL 111 only once.

(1) OBS 310 and BDO 319, 329 may not be included in the same curriculum for degree purposes.

(2) See Reg 1.2 (d).



language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

**Core modules (Compulsory)**

PAD	Public Administration	112, 122	212, 222	312, 322
PUF	Public resource management	110, 120	210, 220	310
ODM	Public organisation studies	110	210	
PUT	Public people management	120	220	
PBP	Public practices			320

**Elective modules**

PUL	Public leadership and governance	110		
OPB	Public management	110	210	310
IRL	Intergovernmental relations	110	210	310
PUM	Public information management	120		
IAD	International Administration	120	220	320
PEV	Public environmental management	120	220	320

**Note: See Regulation C.2 for prerequisites of all modules.**

α Students may write the exemption examination for CIL 111 only once.

**Specialisation modules:** PAD 312, 322

**C.24 Curriculum for BAdmin in International Relations (Code 07131151)**

The purpose of this package is to provide qualifiers with an in-depth knowledge and understanding of contemporary world politics and related changes in the international system. This will enable learners, once they are employed in the public or private sector, to respond in an innovative and proactive manner to the problems and challenges of globalisation.

**Package coordinator:** Mr FG Wolmarans, HSB 21-9, Tel: 012 420 2689  
**Total credits required:** 401

	<b>Year-level 1</b>	<b>Year-level 2</b>	<b>Year-level 3</b>
	Credits	Credits	Credits
Fundamental modules	26	0	0
Core modules	59	40	60
Elective modules	40	96	80*
<b>Total</b>	<b>125</b>	<b>136</b>	<b>140</b>

\* **Only two 14-week modules, or the equivalent thereof, that are not preceded by the 100- and 200-level modules, may be taken for degree purposes.** In other words, at least four 14-week modules must be taken at 300-level that are preceded by the 100- and 200-level except for the modules offered at 200- and 300-level only, for example Financial management (FBS 210, 220, 310 and 320).

At each year level a minimum of four quarter or two semester modules of the electives should be from the same subject. As the credits per module may differ from faculty to faculty, the total credits for the required number of elective modules could exceed the indicated values.

**Learning programme**

<b>YEAR LEVEL:</b>		<b>1</b>	<b>2</b>	<b>3</b>
<b>Fundamental modules (Compulsory)</b>				
CIL	Computer and information literacy	111 <sup>π</sup> , 121		
EOT	Academic literacy§	110, 120		
RES	Research	151		

§ If a student does **NOT** pass the Academic Literacy Test at the beginning of the year, he/she must register for and pass EOT 110 and EOT 120 and will then obtain 12 credits for these modules. A student who passes the Academic Literacy Test, will be exempted from EOT 110 and EOT 120 and has to pass a credit value of 12 from any other language modules offered by the University (also consult the paragraph *Medium of Instruction* on page 10).

**Core modules (Compulsory)**

PTO	Politics	111, 120		
IPL <sup>(1)</sup>	International relations		210, 220	310, 320
PAD	Public Administration	112, 122		
EKN	Economics	110		
KOB	Communication management	184		

**Elective modules**

BEM	Marketing management	110, 121	211, 221	
PAD	Public Administration		212, 222	312, 322
GES	History <sup>(2)</sup>	110, 120		
BDO	Industrial and organisational psychology	110, 120	219, 229 271, 272	319, 329 371, 372
EKN	Economics	<u>120</u>	<u>214, 224</u>	<u>310, 320</u> <u>314</u>
STL <sup>(1)</sup>	Political science		210, 220	310, 320

Language<sup>(3)</sup> (German, English, French, Arabic, Mandarin, Russian, Spanish)

**Note: See Regulation C.2 for prerequisites of all modules.**

<sup>π</sup> Students may write the exemption examination for CIL 111 only once.

<sup>(1)</sup> STL and IPL have no modules at year-level 1, but follow on PTO 111 and PTO 120.

<sup>(2)</sup> A maximum of 24 credits may be taken.

<sup>(3)</sup> Language modules with a maximum value of 64 credits may be taken up to year-level 2 from the following:

- A European language (groups 5, 6 or 7) at UP **or**

- An international language i.e. Arabic, Mandarin, Russian or Spanish at Unisa.

See *Rules and Syllabi: Faculty of Humanities* for credits, prerequisites and presentation of these modules.

**Please note:** Candidates who did not obtain at least 3 (40-49%) in Mathematics in Grade 12, or who did not pass Statistics 113, 123, may not include the underlined modules in their curriculum.

**Specialisation modules:** IPL 310, 320

<b>C.25 Programmes offered at the Mamelodi Campus</b>
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*Please note that there has been no new intake of students since 2007.*

The following programmes were introduced in 2005 at the Mamelodi Campus in the Faculty of Economic and Management Sciences and are being phased out:

<u>Qualification</u>	<u>Minimum duration (in years)</u>
<b>Bachelor's degrees:</b>	
Bachelor of Administration: General (New curriculum) (07139921)	4
Bachelor of Commerce: General (New curriculum) (07139920)	4

**(b) Duration of study of programmes introduced in 2005**

Four years, but the programme can be shortened to three years. Three-year degree programmes are compiled in consultation with the Student Administration.

Please contact the Student Administration for more information.

<b>VI. HONOURS DEGREES</b>
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See General Regulations G.16 to G.29.

**C.26 Bachelor of Commerce Honours [BComHons] and  
Bachelor of Administration Honours [BAdminHons]**

**(a) General**

The Dean has the right of authorisation regarding matters not provided for in the General Regulations or in the Faculty regulations.

**(b) Requirements for admission**

- (i) Subject to the stipulations of General Regulations G.1.3 and G.62, a candidate is not admitted to the study for the BComHons or the BAdminHons degree unless he or she is in possession of a BCom or a BAdmin degree respectively.
- (ii) Preparatory work for the honours degree, as determined by each head of department, with an assessment thereof, is compulsory for all candidates. Candidates can be exempted from this requirement if they pass an exemption assessment as determined by the head of the department concerned.
- (iii) A candidate may be refused admission to an honours degree by the head of the department if he or she does not comply with the level of competence required in the subject as determined by the department – with the proviso that a candidate, who fails to comply with the level of competence required, may be admitted if additional study assignments, as agreed upon, are completed and/or examinations are written.
- (iv) A candidate, who is refused admission to an honours degree, may request that the dean reconsider his or her application for admission in terms of the set procedures.

- (v) The head of department concerned may set additional admission requirements.
- (vi) In respect of all BComHons fields of specialisation:
  - Mathematics at Grade 12 level or another qualification in Mathematics, Statistics or Mathematical statistics deemed adequate by the head of department.
  - Adequate knowledge of Management, Financial and Economic Sciences as well as Statistics as determined by the head of the department concerned in consultation with the Dean.
- (vii) In addition to any other requirements, the following prerequisites apply to the BComHons degree programme with specialisation in Economics:
  - Statistics 210, 220 or equivalent.

(c) **Fields of study**

The BComHons and the BAdminHons degree programmes are presented in the following fields of specialisation (codes in brackets) – please note that there are also additional options available:

(i) **BComHons degree**

Accounting Sciences	(07240042)
Agricultural Economics	(07240090)
Business Management	(07240072)
Communication Management	(07240281)
Econometrics	(07240011)
Economics	(07240051)
Financial Management Sciences	(07240203)
[Option: Investment Management]	(07240205)
Human Resource Management	(07240142)
Informatics	(07240172)
Internal Auditing	(07240081)
Marketing Management	(07240161)
Mathematical Statistics	(07240242)
Recreation and Sport Management	(07240001)
Statistics	(07240061)
[Option: Taxation]	(07240040)
Tourism Management	(07240240)

(ii) **BAdminHons degree**

International Relations	(07241122)
Municipal Administration	(07241141)
Political Science	(07241131)
Public Administration	(07241111)
Public Management	(07241171)

(d) **Duration of study**

Subject to the provisions of General Regulation G.18.3, a candidate must complete his or her studies for an honours degree within two academic years (four semesters) after first registration for the degree. A candidate who does not qualify for the degree within three years (six semesters) after first registration, must repeat the prescribed modules.



The Dean may, at the recommendation of the Postgraduate Committee, cancel the registration of a student during any academic year if his/her academic progress is not satisfactory.

(e) **Curricula**

- (i) A candidate qualifies for the honours degree after the required amount of credits, as indicated in the postgraduate brochure, are obtained.
- (ii) A candidate compiles his/her curriculum in consultation with the head of department concerned.
- (iii) Details of modules, credit values and syllabi are available, on request, from the relevant head of department.

(f) **Examination**

- (i) The subminimum required in the examination in each module is 50%, except in modules presented by the Departments of Accounting, Marketing and Communication Management, Business Management, Statistics, Financial Management, Taxation, Tourism Management, Auditing and School of Public Management and Administration in which a subminimum of 40% must be obtained. However, all departments set a final mark of at least 50% as the pass mark for a module. A minimum pass mark of 50% is required for a research report.
- (ii) Subject to the provisions of General Regulation G.26, a head of a department determines, in consultation with the Dean:
  - (aa) when the honours examinations in his/her department will take place, provided that:
    - (1) honours examinations which do not take place before the end of the academic year, must take place not later than **18** January of the following year, and all examination results must be submitted to the Student Administration on or before **25** January;
    - (2) honours examinations which do not take place before the end of the first semester, may take place not later than **15** July, and all examination results must be submitted to Student Administration on or before **18** July.
  - (bb) whether a candidate will be admitted to a supplementary examination: provided that a supplementary examination is granted only once in a maximum of two prescribed semester modules or in one year module.

**NB:** For the purposes of this provision, the phrase "not sit for an examination more than twice in the same subject" as it appears in General Regulation G.18.2, implies that a candidate may not be admitted to an examination in a module, including a supplementary examination, more than three times.

(cc) the manner in which research reports are prepared and examined in his/her department.

**NB:** Full details are published in each department's postgraduate information brochure, which is available from the head of the department concerned. The minimum pass mark for a research report is 50%. The provisions regarding pass requirements for dissertations contained in General Regulation G.12.2, apply *mutatis mutandis* to research reports.

- (iii) Subject to the provisions of General Regulation G.12.2.1.3, the sub-minimum required in subdivisions of modules is published in the applicable study guide, which is available from the head of department concerned.
- (iv) In order to obtain the degree with distinction, a candidate must obtain an average of at least 75% in the prescribed modules.

## VII. MASTER'S DEGREES

See General Regulations G.30 to G.44 and G.57 to G.62.

The Dean has the right of authorisation regarding matters not provided for in the General Regulations or the Faculty regulations.

### **C.27 Master of Commerce [MCom] and Master of Administration [MAdmin]**

#### **(a) Requirements for admission**

- (i) Subject to the provisions of General Regulations G.1.3 and G.62, the related BHons degree is a requirement for admission to master's degree study.
- (ii) MCom degrees: Adequate knowledge of Management, Financial and Economic Sciences as well as Statistics as determined by the head of the department concerned in consultation with the Dean is required.
- (iii) A candidate may be refused admission to a master's degree by the head of the department concerned if he or she does not comply with the standard of competence in the subject as determined by the department – with the proviso that a candidate, who does not comply with the required level of competence, may be admitted, provided that he or she completes additional study assignments and/or examinations.
- (iv) A candidate, who is refused admission to a master's degree, may request that the Dean reconsider his or her application for admission in terms of the prescribed procedure.
- (v) The head of the department concerned may set additional admission requirements.
- (vi) For MCom degrees: Mathematics at Grade 12-level or another qualification in Mathematics, Statistics or Mathematical statistics deemed adequate by the head of department.

#### **(b) Degrees and fields of study**

The MCom and MAdmin degrees are presented in the following fields (codes in brackets):

<b>MCom degree</b>	<b>Dissertation</b>	<b>Coursework</b>
Accounting Sciences	(07250042)	(07130043)
Agricultural Economics	(07250090)	
Business Management	(07250072)	
Communication Management	(07250281)	(07250282)
Econometrics	(07250011)	(07250012)
Economics	(07250051)	(07250052)
Economics of Trade and Investment	(07250053)	(07250054)
Financial Management Sciences	(07250203)	(07250204)

Human Resource Management		(07250142)
Industrial Psychology		(07250143)
Informatics	(07250172)	(07250173)
Internal Auditing	(07250081)	
Marketing Management	(07250021)	(07250022)
Mathematical Statistics	(07250341)	(07250342)
Recreation and Sport Management	(07250251)	
Statistics	(07250061)	(07250062)
Taxation	(07250183)	(07250182)
Tourism Management	(07250242)	

**MAdmin degree**

International Relations	(07251123)	
Municipal Administration	(07251141)	
Political Science	(07251131)	(07251132)
Public Administration	(07251111)	
Public Management	(07251171)	

**(c) Duration of study**

The master's degree is conferred on a student only if at least one year has expired after the qualifications by virtue of which admission to master's study has been obtained – with the proviso that the student is registered for at least 12 months for a master's degree at this University, although the Dean may approve a shorter period. The Dean may, at the recommendation of the Postgraduate Committee, cancel the registration of a student during any academic year if his/her academic progress is not satisfactory.

The degree programme must be completed within four years after the first registration for the degree.

**(d) Dissertations, curricula and module credits**

- (i) A dissertation must be submitted on a field of study chosen from those covered by the honours degree. However, the Dean may, on the recommendation of the head of department concerned, approve the substitution of the required dissertation by the successful completion of a prescribed number of module credits and a mini-dissertation.
- (ii) Information regarding modules, credits and syllabi are available, on request, from the head of the department concerned.
- (iii) The module EBW 801 (Research methodology) is compulsory in all programmes. However, the Dean may, in exceptional cases and with recommendation of the head of the department concerned, waive this prerequisite.

**(e) Pass requirements**

- (i) The minimum pass mark for both a dissertation and a mini-dissertation is 50%. The provisions regarding pass requirements for dissertations, contained in General Regulation G.12.2, apply mutatis mutandis to mini-dissertations.
- (ii) A pass mark of at least 50% is required in the examination of each module as well as EBW 801.
- (iii) In order to obtain the degree with distinction, at least 75% must be obtained for the dissertation or an average of at least 75% in the examinations and for the mini-dissertation.

### **C.28 Master of Business Administration [MBA]**

The MBA degree is offered by the Gordon Institute of Business Science (GIBS) Illovo, Johannesburg.

For more information refer to the web site at <http://www.gibs.co.za>

### **C.29 Master of Public Administration [MPA] (Code 07251151)**

#### **(a) Requirements for admission**

- (i) Subject to the provisions of General Regulations G.1.3 and G.62, a bachelor's degree or an equivalent qualification, is a prerequisite for admission to the MPA degree study.
- (ii) Administrative and managerial experience, preferably in the public sector, deemed applicable by the Director of the School of Public Management and Administration.
- (iii) The Director of the School of Public Management and Administration may set additional admission requirements.
- (iv) The requirement of an exemption assessment on preparatory work, as determined by the Director of the School of Public Management and Administration, must be complied with.

#### **(b) Curriculum**

The prescribed modules as well as a mini-dissertation must be completed. The prescribed compulsory modules must be completed successfully before candidates may register for the elective modules. The curriculum is compiled in consultation with the Director of the School of Public Management and Administration. Details of the curriculum are published in the Faculty brochure on postgraduate studies that is available on request.

#### **(c) Duration of study**

The programme extends over a minimum period of two years, but must be completed within four years after the first registration for the degree. The Dean may, at the recommendation of the Postgraduate Committee, cancel the registration of a student during any academic year if his/her academic progress is not satisfactory.

#### **(d) Examination and pass requirements**

- (i) In order to pass a subminimum of 45% is required in the examination in each module where applicable.
- (ii) Credit is obtained for each module in which a final mark of at least 50% has been achieved.
- (iii) Only one supplementary examination in a maximum of two modules is permitted.
- (iv) A candidate may not present him or herself for an examination in the same module more than twice, except with the approval of the Dean, on the recommendation of the Director of the School of Public Management and Administration. In the context of this regulation the phrase "may not sit an examination more than twice in the same subject" (General Regulation G.32.2), implies that a candidate will not be admitted to an examination in a module, including one supplementary examination, more than three times.

- (v) The degree is conferred with distinction if an average of at least 75% has been obtained in the prescribed modules.

### **C.30 Master of Philosophy [MPhil]**

#### **(a) Requirements for admission**

- (i) Subject to General Regulations G.1.3 and G.62, an appropriate BHons degree is a prerequisite for admission to master's degree studies, with the exception of the field of specialisation Entrepreneurship, where candidates in possession of a three-year bachelor's degree may also be admitted, provided that applicable experience and expertise is proven and subject to the discretion of the Dean in consultation with the head of the appropriate department or school.
- (ii) The head of department concerned may set additional admission requirements.

#### **(b) Duration of study**

The master's degree is conferred on a student only if at least one year has expired after the qualifications by virtue of which admission to master's study has been obtained – with the proviso that the student is registered for at least 12 months for a master's degree at this University, although the dean may approve a shorter period.

The degree programme must be completed within four years after the first registration for the degree. The Dean may, at the recommendation of the Post-graduate Committee, cancel the registration of a student during any academic year if his/her academic progress is not satisfactory.

#### **(c) Dissertations, curricula and module credits**

- (i) The degree is awarded on submission of a dissertation with an approved title. However, the Dean may, on the recommendation of the head of the department concerned, approve the substitution of the required dissertation by the successful completion of a prescribed number of module credits and a mini-dissertation.
- (ii) Information regarding modules, credit values and syllabi are available, on request, from the head of department concerned.
- (iii) The module EBW 801 (Research methodology) is compulsory in all programmes. However, the Dean may, in exceptional cases and with recommendation of the Head of Department concerned, waive this prerequisite.

#### **(d) Pass requirements**

- (i) The minimum pass mark for both a dissertation and a mini-dissertation is 50%. The provisions regarding pass requirements for dissertations, contained in General Regulation G.12.2, apply mutatis mutandis to mini-dissertations.
- (ii) A pass mark of at least 50% is required in the examination of each module, as well as EBW 801.
- (iii) In order to obtain the degree with distinction, at least 75% must be obtained for the dissertation or an average of at least 75% in the examinations and for the mini-dissertation.

<b>VIII. DOCTORAL DEGREES</b>
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See General Regulations G.45 to G.62.

**C.31 Doctor of Commerce [DCom] and  
Doctor of Administration [DAdmin]**

(a) **Requirements for admission**

- (i) Subject to the provisions of General Regulations G.45, G.1.3 and G.62, a candidate is admitted to doctoral studies only if he or she is in possession of an appropriate master's degree. The head of department/director concerned may, however, set additional admission requirements.
- (ii) Regarding the DCom degree programme:
  - (aa) Adequate knowledge of Management, Financial, and Economic Sciences as well as Statistics, as determined by the head of department concerned, in consultation with the Dean.
  - (bb) A pass mark in Mathematics at Grade 12 level or another qualification in Mathematics, Statistics or Mathematical statistics deemed adequate by the head of department/director concerned.

(b) **Degrees, fields of study and codes**

<b>Field of study</b>	<b>Degree code</b>	<b>Thesis code</b>	<b>Examination code</b>
<b>DCom:</b>			
Accounting Sciences	07260042	RWE 990	RWE 900
Agricultural Economics	07260090	LEK 990	LEK 900
Business Management	07260072	OBS 990	OBS 900
Communication Management	07260281	KOB 990	KOB 900
Econometrics	07260011	EKT 990	EKT 900
Economics	07260051	EKN 990	EKN 900
Financial Management Sciences	07261203	FIB 990	FIB 900
Human Resource Management	07260142	MHB 990	MHB 900
Informatics	07260172	INF 990	INF 900
Internal Auditing	07260081	IOK 990	IOK 900
Marketing Management	07260021	BEM 990	BEM 900
Mathematical Statistics	07260341	WST 990	WST 900
Recreation and Sport Management	07260251	RSB 990	RSB 900
Statistics	07260061	STK 990	STK 900
Tourism Management	07260242	TBE 990	TBE 900
<b>DAdmin:</b>			
International Relations	07261122	IPL 990	IPL 900
Municipal Administration	07261141	MAD 990	MAD 900
Political Science	07261131	STL 990	STL 900
Public Administration	07261111	PAD 990	PAD 900
Public Management	07261171	OBR 990	OBR 900

- (c) **Duration of study**  
Studies must be completed within four years after the first registration for the degree. The Dean may, at the recommendation of the Postgraduate Committee, cancel the registration of a student during any academic year if his/her academic progress is not satisfactory.
- (d) **Extent of doctoral study**
- (i) **Thesis:** A candidate for the DCom or DAdmin degree must submit a thesis on a topic recommended by the head of department/director and approved by the Postgraduate Committee.
  - (ii) **Examination:**
    - (aa) An oral examination on the thesis must be conducted; and
    - (bb) Regarding the DCom degree programme:  
Capita selecta from the Management, Financial and Economic Sciences, as well as Statistics.  
A candidate who has acquired adequate knowledge of these basic modules through other means, may be exempted from the examinations in the prescribed capita selecta by the Dean, on the recommendation of the head of department/director.
    - (cc) A candidate must also pass the compulsory module in Research methodology (EBW 801) if it has not been completed on the Master's level. However, the Dean may, in exceptional cases and on the recommendation of the Head of Department concerned, waive this prerequisite.
- (e) **Pass requirement**  
At least 50% for the thesis as well as in the prescribed examination(s) (if applicable), and in the research module (EBW 801).
- (f) **Draft article for publication**  
General Regulation G.61 stipulates as follows:  
"Unless the Senate, on the recommendation of the supervisor, decides otherwise, a candidate, before or on submission of a dissertation must submit at least one draft article for publication in a recognised academic journal and in the case of a thesis, must submit proof of submission of an article issued by an accredited journal, to the Head: Student Administration. The draft or submitted article, as the case may be, should be based on the research that the candidate has conducted for the dissertation/thesis and be approved by the supervisor if the supervisor is not a co-author. The supervisor shall be responsible for ensuring that the paper is taken through all the processes of revision and resubmission, as may be necessary. Conferment of the degree may be made subject to compliance with the stipulations of this regulation."
- (g) **General**  
The Dean has the right of authorisation regarding matters not provided for in the General Regulations or in the Faculty regulations.

### **C.32 Doctor of Business Administration [DBA]**

The DBA degree is offered by the Gordon Institute of Business Science (GIBS) Illovo, Johannesburg.

For more information refer to the web site at <http://www.gibs.co.za>

### **C.33 Doctor of Philosophy [PhD]**

See General Regulations G.45 to G.62 as well as the Faculty publication *Information on Postgraduate Studies*.

(a) **Requirements for admission**

Subject to the provisions of General Regulations G.45 and G.62, an MCom, MAdmin or another appropriate master's degree is required for admission.

(b) **Curriculum**

The PhD degree is conferred by virtue of:

- A thesis
- Coursework may be required as preparation or value addition to the research, but does not contribute to the credit value of the qualification.
- A candidate must also pass the compulsory module in Research methodology (EBW 801) if it has not been completed at master's level. However, the Dean may, in exceptional cases and on the recommendation of the head of department/director concerned, waive this prerequisite.

The curriculum is compiled in consultation with the head of department/director. The topic of the thesis must be approved by the Postgraduate Committee on recommendation of the head of department/director.

Additional information pertaining to the PhD degree as well as the appropriate degree, thesis and examination codes appear in the postgraduate brochure of the Faculty.

(c) **Pass requirements**

The prescribed examinations and the thesis should respectively be passed with at least 50% in accordance with the stipulations of Regulations G.52 and G.60.2.2, as well as the compulsory module in Research Methodology (EBW 801).

(d) **General**

The Dean has the right of authorisation regarding matters not provided for in the General Regulations or the Faculty regulations.

## **IX. POSTGRADUATE DIPLOMAS**

### **C.34 Postgraduate Diploma in Investigative and Forensic Accounting (Code 07220028)**

(a) **Admission requirements**

- (i) Subject to the provisions of General Regulations G.62 and G.63, one of the following degrees is required for admission:
- A BCom degree with accounting or auditing at 300 level or a bachelor's degree in Law.
  - Any other appropriate bachelor's degree approved by the Head of the Department of Accounting.
  - Access to the Internet is also a prerequisite.
- (ii) A selection of candidates will take place, subject to the provisions of General Regulation G.1.3. (*The presentation of the programme is subject to a minimum number of candidates being admitted.*)
- (iii) The head of department may set additional admission requirements.



Only selected candidates will be allowed to register for the Postgraduate Diploma in Investigative and Forensic Accounting. The Department of Accounting reserves the right not to present the programme in a specific period or to limit the number of students admitted.

(b) **Presentation method**

The duration of the programme is 18 months. The programme is only presented via the Web and contact sessions. During the 18 months, in 6-month intervals, there will be contact sessions of three days each. Attendance of these contact sessions is compulsory.

(c) **Examination and pass requirements**

- (i) A total of seven assignments are handed in during the duration of the programme. Admission to the examination for each of the two modules is obtained by achieving an average of 50% for the assignments specifically related to each module.
- (ii) An examination paper is written in each of the two modules and a minimum of 50% should be obtained for the two modules. A subminimum of 40% in each module is required.
- (iii) The Postgraduate Diploma is conferred **with distinction** if an average of at least 75% for the two modules is obtained.

(d) **General**

- (i) The Dean has the right of authorisation regarding matters not provided for in the General or the Faculty regulations.
- (ii) Candidates who do not have an honours degree in the Financial Management Sciences, or an LLB, but who successfully have completed this program, will be considered for admission to the MPhil (Accounting Sciences) Option: Fraud Risk Management degree. Such candidates must, however, meet the other criteria for admission to the MPhil degree.
- (iii) **Please note:** For more information concerning the Postgraduate Diploma in Investigative and Forensic Accounting, please consult the Departmental brochure available at request from Mrs Lynne van Tonder, Tel. 012 420 3407, or [lynn.vantonder@up.ac.za](mailto:lynn.vantonder@up.ac.za)

**C.35 Postgraduate Diploma in Business Administration (Code: 07220024)**

*This postgraduate diploma is offered by the Gordon Institute of Business Science, Illovo, Johannesburg.*

For more information, refer to the web site at <http://www.gibs.co.za>

**X. CERTIFICATE**

**C.36 Certificate in the Theory of Accountancy (Code 07210011)**

(a) **Admission**

Only selected candidates will be allowed to register for the Certificate in the Theory of Accountancy.

(b) **Pass requirements**

- (i) The Certificate in the Theory of Accountancy will only be issued to post-graduate candidates who have passed the following modules for the specialisation Accounting Sciences at the University of Pretoria (or equivalent modules) accepted by the Programme manager of the CA programme:
- (1) Financial accounting 100 or 101, 201, 300, 700
  - (2) Auditing 200, 300, 700
  - (3) Financial management 200, 300, 700
  - (4) Taxation 200, 300, 700
  - (5) Informatics 112, 181 and 264
  - (6) Commercial law 110, 120, 200
  - (7) Statistics 110, 120
  - (8) Business management 155
  - (9) Economics 110, 120
  - (10) Professional ethics 210
  - (11) Communication management 183
  - (12) Industrial and organisational psychology 181
  - (13) Marketing management 162
- (ii) The Certificate is also issued to other graduate candidates who have passed such undergraduate modules at the University of Pretoria or elsewhere, as required by the Programme manager of the CA programme, as well as Financial accounting 700, Auditing 700, Financial management 700, Taxation 700 at this University.
- (iii) To obtain the CTA, candidates have to enrol for the four modules FRK 700, BEL 700, ODT 700 and FBS 700 and pass these modules in one examination session. Students that write the special examination will not be awarded the CTA.

**XI. OTHER REGISTRATIONS**

**Commerce Special**

Individual subjects – not for degree purposes

Undergraduate: (Code 07180001)

Postgraduate: (Code 07280001)

**Admission course: Economic and Management Sciences**

Undergraduate: (Code 07185001)

Postgraduate: (Code 07285001)

**Non-examination purposes**

Undergraduate: (Code 07185002)

Postgraduate: (Code 07285002)

**FOREIGN CO-OPERATION**

Undergraduate: (Code 07185003)

Postgraduate: (Code 07285003)

**FOREIGN EXCHANGE STUDENTS**

Undergraduate:

(Code 07185004)

Postgraduate:

(Code 07285004)

**XII. SYLLABI**

Note:

The list of modules and the module descriptions are available at  
<http://web.up.ac.za/modules>