Faculty of Economic and Management Sciences

Fakulteit Ekonomiese en Bestuurswetenskappe
Lefapha la Disaense tša Ekonomi le Taolo

Department of Human Resource Management

MCom Human Resource Management (HRM) (Coursework)
Course code: 07250147

Information brochure
2024

Introduction

In a dynamic and ever-changing environment, human resource management expertise which includes essentials of labour relations management, plays a critical role in giving the company an edge in gaining a competitive advantage.

The MCom Human Resource Management programme was especially designed with this in mind, and therefore integrates theoretical components with a practical module where students are guided and coached in taking strategic decisions towards becoming HR leaders in industry. When selected on this programme, you will learn essential skills in taking strategic decisions and apply fundamental competencies of Strategic Human Resource Management, Talent Management, Leadership, Human Resource Metrics, Diversity Dynamics, Change Dynamics and Labour Relations Practice. You will also complete a Research Methodology module which is rounded off by a mini-dissertation after the completion of the module course work.

Minimum admission requirements

Subject to the provisions of the University of Pretoria's (UP) General Rules and Regulations, as well as the Faculty of Economic and Management Sciences (FEMS) Rules and Regulations, a candidate is admitted to masters studies, only if she/he is in possession of an applicable honours degree and complies with all other University of Pretoria (UP), Faculty of Economic and Management Sciences (FEMS) and Department Human Resource Management (DHRM) admission requirements.

The number of applicants admitted to the programme is limited.

Admission to the programme is subject to the supervisory capacity and/or research projects in the field of specialisation within the DHRM.

Admission Requirements

- A BCom Honours Human Resource Management (HRM) or Labour Relations Management (LRM) (or equivalent) degree (NQF level 8)
- At least 65% average or above overall for all Honours modules (NQF level 8)
- At least 65% average or above for the Research module/s and Research Report on honours level (NQF level 8)
- Successfully completed a labour relations module (for example ABV 700) or equivalent module with an average of at least 65% or above on honours level (NQF level 8)

Additional admission information

- A candidate may be refused admission to a master's degree by the DHRM Postgraduate Selection Committee if he/she does not comply with the standard of competence in the subject as determined by the DHRM – with the proviso that a candidate who does not comply with the required level of competence, may

be admitted, if he/she completes additional study assignments and/or examinations.

- The Head of the Department (HOD) and DHRM Postgraduate Selection Committee concerned may set additional admission requirements.
- The number of students will be determined in line with the growth strategy of the University of Pretoria as approved by the Executive.
- Allowance will be made for the diversity profile of students.

Applicants who obtained qualifications other than an accredited BCom Honours Human Resource Management and/or Labour Relations (HRM/LR) degree, for example a BSoc.Sc (Hons), BAdmin (Honours), BTech, BA (Hons), or ANY other degree, will not be considered for selection for the MCom HRM programme. However, please consult the yearbook for the [MPhil Human Resource Management programme](#) to determine if you adhere to the minimum requirements for that specific degree.

No bridging programme from the honours degree to the master's programme is available.

Medium of instruction

The medium of instruction is English.

Compulsory contact sessions: Semester block weeks

The MCom HRM programme is a two-year programme only. All the compulsory coursework modules as well as the presentation of a research proposal have to be successfully completed by the end of Year 1 of the programme. Year 2 is reserved only for completion of the research mini dissertation which has to be submitted by 30 September of Year 2.

During Year 1 students attend compulsory on-campus contact sessions which are presented in block weeks (two/three weeks per semester: Monday - Friday). Class attendance adds up to approximately 45 days in Year 1. Although the contact sessions are organised in block week format, it may be necessary to meet on extra days during the semesters as well.

Students are not allowed to spread the prescribed course work modules over a period longer than one year. It is compulsory for students to sit for all papers as specified for the respective semester. The modules presented per semester are however decided by the DHRM Postgraduate Committee and will be communicated to students during the introduction week at the beginning of Year 1. The order of modules presented in semesters could change from year to year.

At the beginning of each semester, lecturers will discuss the prescribed books and study material. The various lecturers will also explain specific requirements regarding the study objectives and examinations.

Attendance of all contact sessions is compulsory.

Additional contact sessions per module

Dates of additional contact sessions per module during the semester will be communicated to students at the beginning of each semester in the academic year.

Duration of the programme

A student will be permitted to register for a maximum period of two (2) years for the MCom Human Resource Management degree. The theoretical and practical subjects have to be completed at the end of Year 1. The research mini-dissertation has to be completed and submitted for examination by 30 September (or earlier) of Year 2.

Students need to re-register at the beginning of each year and pay the full study fees every year until the course is completed.

Fees and Funding

For information on fees and funding and for the programme costs, please visit:
https://www.up.ac.za/article/2749200/fees-and-funding

Course structure and duration

The minimum duration of the MCom HRM degree is two (2) academic years and consists of two clearly distinguishable parts, namely:

Part 1 - Year 1
A theoretical and practical component consisting of:
- o the study of prescribed textbooks, scientific journal articles and other scholarly research
- o compulsory attendance of block weeks during the semester as scheduled
- o compulsory seminars and workshops to be attended throughout the year
- o compulsory individual and group assignments

Part 2 - Year 2

The completion of a research mini-dissertation in your field of interest within the human resource management of labour relations management discipline. The submission date for the mini-dissertation is 30 September of Year 2.

Course work (Year 1)

The MCom HRM is a two-year programme. All the compulsory coursework modules as well as a research proposal have to be completed at the end of Year 1. Students are not allowed to spread these modules over a period longer than one year. It is compulsory for students to sit for all papers as specified for the respective semester.

The order of modules presented in semesters could change from year to year. The order of modules per semester are however decided by the Departmental Postgraduate Committee and will be communicated to students during the introduction week at the beginning of the year.

The course modules are the following:

Year 1

MODULE CODE	MODULE NAME	MODULE CREDITS
HRC 801	Strategic Human Resource Management	12.00
HRC 802	Talent Management	12.00
HRC 803	Leadership	12.00
HRC 804	Human Resource Metrics	12.00
HRC 805	Diversity Dynamics	12.00
HRC 806	Research in Practice	30.00
IPS 804	Change Dynamics	12.00
LAM 801	Labour Relations Management Practices	18.00

Year 2

HRC 807	Human Resource Management Mini-Dissertation	60.00

Module descriptions: Year 1

Module code	HRC 801
Module name	Strategic Human Resource Management 801
Module content	Outcomes:
	The context and content of strategic human resource management are explored in-depth, as well as the effective implementation of relevant strategic human resource management plans. Students will also become aware of the state of strategic human resource management in South African organisations.

Module code	HRC 802
Module name	Talent Management 802
Module content	Fairness in employment decision-making and selections. Learning how to analyse jobs and work and applying work force planning effectively.

Module code	HRC 803
Module name	Leadership 803
Module content	Exploring the history of leadership theory and implementing contemporary approaches to understanding leadership. This module aims to equip students to design and deliver a leadership development programme.

Module code	HRC 804
Module name	Human Resource Metrics 804
Module content	HR metrics in Personnel Practice

This module aims to explore the measurements used to analyse the effectiveness and value of typical Human Resource initiatives for example turnover, training, cost of labour, employee engagement and performance, employee expenses and return on human capital investment.

Module code	HRC 805
Module name	Diversity Dynamics 805
Module content	Outcomes of the module are:

- Knowledge, understanding and application of diversity practices in South African organisations
- Ideal problem-solving concerning diversity issues in South African organisations
- Understanding issues that are detriment for the diversity work context (i.e. stereotyping, ethnocentrism, bias).
- Display self and social awareness of diversity issues

Module code	HRC 806
Module name	Research in Practice
Module content	PART 1: Research Proposal & Design

Designing a research project by formulating the framework of the study by means of a problem statement, literature review, development of research objectives/questions/hypotheses and stipulating the methodology.

PART 2: Qualitative and Quantitative research
Designing quantitative and qualitative research methodology by understanding and applying the relevant approaches, designs, paradigms, sampling procedures, data collection and data analyses methods. Understanding what is implied with quality control measures in quantitative and qualitative research.

PART 3: Statistics and Computer-based Data Analysis

- Learning how to use SPSS and AMOS for quantitative data analyses, and how to select appropriate statistics for a variety of research questions and justify the choices from both the perspective of the design as well as the data requirements.
- Learning how to conduct basic statistical analysis on SPSS and interpret the results (T-tests, ANOVA, Cross-tabs, Correlations, and Descriptive statistics – both parametric and non-parametric equivalents).
- Learning how to evaluate the psychometric properties of a scale using either exploratory factor analysis (EFA) or confirmatory factor analysis (CFA).
- Understanding the rationale and testing for measurement invariance using a CFA approach and how to evaluate model fit in SEM/CFA approach.
- Learning how to compare nested and non-nested models in SEM and understanding the difference between moderation and mediation.
- Being able to apply ethical research in practice, critically reflecting on own and others' research and applying the APA guidelines for writing academically.

Module code	HRC 807
Module name	Human Resource Management Mini-Dissertation 801
Module content	This research component (Human Resource Management mini-dissertation) can be done concurrently with other modules in the first year. The student will be allowed to complete this module in the second year of study.

Module code	IPS 804
Module name	Change Dynamics 804
Module content	The significance of this module lies on three levels. Firstly, this module will require students to master the psychology of change in individuals and groups. Secondly, it will require students to build their own mental model of a changing post-modern society and of the organisation as change territory to have a full understanding of the nature and dynamics of organisational change. The third level of significance lies in the module's requirement to integrate contextualised theory of change in a framework to effectively deal with the dynamics of change and change interventions in a contemporary organisation.

Module code	LAM 801
Module name	Labour Relations Management Practices 801
Module content	The student will be exposed to labour relations management principles; Employment contracting; SA Labour legislation; Management of grievances and labour relations management strategies and policies.

Research component (Year 2)

After successfully completing the coursework in Year 1, students are required to write a research mini-dissertation on a topic in the human resource management or labour relations management fields:
   o   Human Resource Management (HRC807)

Module descriptions: Year 2

Module code	HRC 807
Module name	Human Resource Management Mini-Dissertation
Module content	The Research component (Human Resource Management mini-dissertation) can be done concurrently with other modules in the first year with allowance to finish in the second year of study.

The focus in Year 2 is to complete the research mini-dissertation which has to be submitted for examination by 30 September of Year 2.

Assessment

Assessment of all assignments and research will be according to the guidelines set by the Council for Higher Education (CHE).
- A student must obtain 50% for the research essay/article to pass.
- A student must obtain 50% for each prescribed module to pass.
- To graduate with distinction (cum laude), an average of 75% must be obtained in the examination as well as in the research mini dissertation.

Registration at the professional board (SABPP)

Students will be able to register at the South African Board for People Practices (SABPP www.sabpp.co.za) as Master HR Practitioners, which is the highest professional category. It is the student's responsibility to access the SABPP website for the latest updated information concerning student registration.

Application procedure

The Department of Human Resource Management aims to complete the selection process for the master's programme in a timely manner taking into consideration the deadline stipulated by the University application process. **To ease this process, it is advised that prospective students apply as early as possible**, as provisional/conditional selection takes place before final acceptance into the programme. The selection committee will aim to have a provisional list of students selected for the programme by the end of November. This selection is provisional, and applicants will be notified of final acceptance based on their official final academic records and marks.

Note that selection into the master's programme is based on official academic marks. It is, therefore, the responsibility of applicants to ensure that all official academic transcripts and

marks are sent to the Department of HRM, as soon as they are available. It is also advisable to follow up with the department promptly if you have not received any outcome of your application by mid-January.

BEFORE starting with the application process, International applicants are referred to https://www.up.ac.za/online-registration/article/2398818/international-students

Currently registered UP students need to apply via the UP Student Portal.

The application procedure for acceptance into the programme is as follows:

The closing date for the admission to the University of Pretoria is 31 August 2023 for international applicants and 30 September 2023 for South African applicants.

Step 1: UP ONLINE APPLICATION
Apply online for admittance via the UP online application portal
https://www.up.ac.za/online-application/article/2445192/apply-at-the-university-of-pretoria

Step 2: After you have started Step 1, also complete our online **Departmental Application Form**.

Step 3: ON CONDITIONAL ACCEPTANCE: EMAIL ALL YOUR **FINAL OFFICIAL** ACADEMIC TRANSCRIPTS to dhrm.masters@up.ac.za
Please insert your UP student number or Online Application Reference Number in the subject line of your email, and attach the following documents in your email to the department.

We require the following:

- Full academic transcripts with results (It is very important that you add an explanation of the grading system/grading codes of the respective tertiary institutions where you completed your previous degrees, especially if the degree was obtained from a non-South African university)
- Comprehensive Curriculum Vitae
- Copy of identity document/passport
- SAQA verification of qualification if previous degree/(s) was/were obtained from non-South African universities.

Applicants should adhere to all the requirements for selection before the selection panel convenes in November.

NO LATE APPLICATIONS WILL BE ACCEPTED. NO SUBMISSION OF LATE ACADEMIC RECORDS WILL BE ACCEPTED FOR SELECTION ONCE THE SELECTION PROCESS HAS BEEN FINALIZED. Students are advised to send and follow up with the department in a timely manner in this regard.

Shortlisted applicants may be invited to an assessment day during November 2023. These applicants will be notified via email.

The FINAL outcome of the application will be communicated between November and January by the Faculty of Economic and Management Sciences on the UP Online Application Portal/Admission status. Please follow up with FEMS or the department in a timely manner to prevent disappointment.

Final results from the selection process will be communicated by FEMS during the first week of December 2023 via the UP Online Portal/Admission status.

Enquiries

For any enquiries, please contact the Department HRM, Postgraduate Administration via
    Email: dhrm.masters@up.ac.za
    Department Human Resource Management
    Faculty Economic and Management Sciences
    University of Pretoria

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