Faculty of Economic and Management Sciences

Fakulteit Ekonomiese en Bestuurswetenskappe
Lefapha la Disaense tša Ekonomi le Taolo

UNIVERSITEIT VAN PRETORIA
UNIVERSITY OF PRETORIA
YUNIBESITHI YA PRETORIA

Department of Human Resource Management

MCom Industrial Psychology
Course code: 07250148

Information brochure
2024

Introduction

Industrial Psychologists are a select group of professionals who use research and scientific techniques to identify solutions to problems that improve the performance of an organisation and its employees. Future Industrial Psychologists must have sound knowledge and skills related to this domain in order to provide quality service delivery, should it be or become part of their employment responsibilities.

The two-year MCom in Industrial Psychology (IP) programme offering at UP is designed with all these aspects in mind to enable our students to gain an understanding of the fundamental applications of psychology in work context in order to enhance the well-being and overall experiences of employees. The degree equips the graduates with a solid foundation of the skills to act as specialists within the broader Human Capital Management domain and cross-cultural settings.

The MCom in Industrial Psychology programme is accredited by the Board of Psychology of the Health Professions Council of South Africa (HPCSA), a statutory council for all health and allied professions as well as registration of candidates upon successful completion of the programme. This magister programme entails course work in the first year (seven modules), and in the second year of study students need to complete their mini-dissertation and their internship.

Minimum admission requirements

Subject to the provisions of University of Pretoria (UP) General Rules and Regulations as well as the Faculty of Economic and Management Sciences (FEMS) Rules and Regulations, a candidate is admitted to Magister studies only if she/he is in possession of an appropriate Honours degree and complies with all other UP, FEMS and the Department of 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

- BCom Honours Industrial and Organisational Psychology degree (NQF level 8) (or equivalent) completed (or to be completed by end of the current academic year)
- 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 at honours level (NQF level 8).
- Successfully completed a Psychometrics academic module at undergraduate and honours level (NQF level 8) with an average of at least 65% or above.

Additional admission information

- A candidate may be refused admission to a master's degree by the postgraduate selection committee if he/she does not comply with the standard of competence in the subject as determined by the department – with the provision that a candidate who does not comply with the required level of competence, may be admitted, provided that he/she completes additional study assignments and/or examinations.
- The Head of the Department (HOD) and Departmental Postgraduate Committee (PGC) concerned may set additional admission requirements.
- Specific departments have specific requirements for admission.
- The number of students will be determined in line with the growth strategy of the University of Pretoria as approved by the Executive.
- Applicants with any other than a BCom Honours IP degree, should also have to prove to the Departmental Postgraduate Committee they have successfully passed Psychometrics on Honours level (NQF level 8) too.
- Allowance will be made for the diversity profile of students.

Applicants who obtained qualifications other than an accredited BCom Honours in Industrial Psychology degree, for example a BSoc.Sc (Honours), BAdmin (Honours) , BTech, BA (Honours), or ANY degree other than an accredited BCom Honours HRM/IP degree, will not be considered for selection for the MCom in Industrial Psychology programme.

No bridging programme from the Honours degree to the master's programme is available at the University of Pretoria.

Medium of instruction

The medium of instruction is English.

Compulsory contact sessions: Semester block weeks

The MCom IP programme is a two-year programme only. All the compulsory course work 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 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.

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 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 IP degree is two (2) academic years and consists of two clearly distinguishable parts, namely: The Coursework Part to be completed in Year 1 and Mini dissertation part to be completed and submitted by 30 September of year 2.

Course work (Year 1)

The MCom IP programme is a two (2) year programme. All the compulsory theoretical and practical component/course work modules as well as the presentation of 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 theoretical and practical component consist of:
  o   the study of prescribed textbooks, scientific journal articles and other scholarly research
  o   compulsory attendance of block weeks as scheduled during the semester.
  o   compulsory seminars and workshops to be attended throughout the year.
  o   compulsory individual and group assignments

The modules covered in Year 1 are the following:

MODULE CODE	MODULE NAME	MODULE CREDITS
IPS 801	Fundamental Industrial Psychology	30.00
IPS 802	Advanced Assessment	12.00
IPS 803	Industrial Psychology Professional Ethics	12.00
IPS 804	Change Dynamics	12.00

IPS 805	Cross-cultural Psychology	12.00
IPS 806	Research in Practice	30.00
HRC 802	Talent Management	12.00

The order of modules presented in semesters might 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.

Mini-Dissertation (Year 2)

| IPS 807 | Industrial Psychology Mini-Dissertation | 60.00 |

After successfully completing the course work in Year 1, students have to demonstrate the ability to conduct independent research by completing a mini-dissertation in their field of interest within the Industrial Psychology discipline : The submission date for the mini-dissertation is 30 September of Year 2

Module descriptions

Module code	IPS 801	Presented in Year 1
Module name	Fundamental Industrial Psychology	
Module content	Students will be exposed to the fundamental principles underlying human behaviour. The module is offered in three different parts:	

PART 1: Professional Practice
Know and understand the background and the role and practices of an Industrial Psychologist, collaboration with other health care professionals; Improve competence and skills as an Industrial Psychologist and apply professional development.

PART 2: Work-Related Psychopathology
The module will equip students with skills to diagnose and identify signs / symptoms of workplace psychopathology and general psychopathology and know when to refer and what referral options to apply. Know and understand physical and psychological health challenges that impact on employee wellness/well-being/engagement.

PART 3: Career Psychology
The modules aim to broaden students' abilities in providing career counseling interventions when needed and develop career development plans using indigenous knowledge systems.

Module code	IPS 802	Presented in Year 1
Module name	Advanced Assessment	
Module content		

Obtain advance understanding in the use of psychological assessments within the field of industrial psychology; Test and apply psychological assessment in the work context pertaining to career advancement, personal advancement, recruitment, and selection; Know how to utilise psychological assessment practices on an ethical manner within the scope of industrial psychology; Understand the use of Assessment Centres (AC) theory and practices within the context of the contemporary organisation.

Module code	IPS 803	Presented in Year 1
Module name	Industrial Psychology Professional Ethics	
Module content		

The objective of IOP Professional Ethics module is to broaden the awareness and understanding on ethical principles in relation to the various roles that an IOP will perform and how to apply these standards in the workplace. All professions, including IOPs, are bound by ethical principles to ensure conformance to the standards of moral conduct of our profession and the clients served.

Module code	IPS 804	Presented in Year 1
Module name	Change Dynamics	
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 in order 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 this contextualised theory of change in a framework to effectively deal with the dynamics of change and change interventions in a contemporary organisation.

Module code	IPS 805	Presented in Year 1
Module name	Cross-cultural Psychology	
Module content		

The module broadens students' knowledge, understanding and application of cross-cultural practices in South African organisations; Ideal problem-solving concerning cross-cultural issues in South African organisations; Understand issues that are detriment for the cross-cultural work context (i.e., stereotyping, ethnocentrism, bias); and Display self and social awareness of cross-cultural issues. Apply basic counselling in a cross-cultural context.

Module code	IPS 806	Presented in Year 1
Module name	Research in Practice	
Module content	PART 1: Research Proposal & Design	

Design 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. Understand what is implied with quality control measures in quantitative and qualitative research.

PART 3: Statistics and Computer- Based Data Analysis
Students are exposed to the practical focusing on how to use SPSS and AMOS for basic 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. Be able to apply ethical research in practice, critically reflect on own, and other's research and apply the APA guidelines for writing academically.

Module code	HRC 802	Presented in Year 1
Module name	Talent Management 802	
Module content	Fairness in employment decision-making and selections. Know how to analyse jobs and work and apply work force planning effectively.	

Research component (Year 2)

Module descriptions: Year 2

Module code	IPS 807
Module name	Industrial Psychology Mini-Dissertation
Module content	Research component (Industrial Psychology mini-dissertation) can be done concurrently with other modules in first year with allowance to finish in second year of study.

Year 2 is reserved only for completion of the research mini-dissertation which has to be submitted 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).
   o   A student must obtain 50% for the research essay/article to pass.
   o   A student must obtain 50% for each prescribed module to pass.
   o   To graduate with distinction (cum laude), an average of 75% must be obtained in the examination as well as the research essay.

Registration with the HPCSA from Year 1.

Category: Student Psychologist

MCom Industrial Psychology students are obliged to register at the HPCSA as student Industrial Psychologists for the duration of their studies. It is the student's own responsibility to register at the HPCSA as student Industrial Psychologists as soon as the University of Pretoria's registration is completed at the beginning of each year.

Category: Industrial Psychology Intern

Students who have successfully completed the MCom 1 modules and mini-dissertation will be allowed by the Health Professions Council of South Africa (HPCSA www.hpcsa.co.za) to register for a 12-month Industrial Psychology internship.

NB: The MCom IP students may only start with an Industrial Psychology internship after the successful completion of all compulsory academic modules in Year 1.

It is the student's responsibility to negotiate an internship opportunity with a supervisor Industrial Psychologist (complying with HPCSA registration criteria of the HPCSA) as well as with a company for the duration of the internship programme. The Department of Human Resource Management will only act as the supervising academic institution for the duration of the internship. The internship programme and relevant documentation from the company and supervising Industrial Psychologist are submitted to the Department for approval before registration of the internship programme at the HPCSA. Quarterly reports are submitted to the Department throughout the 12-month internship period and at the end of the internship, a complete portfolio of evidence is submitted to the Department for final approval. Thereafter the intern may register to sit for the HPCSA Board Examination.

Category: Industrial Psychologist

After successfully completing the MCom degree as well as the internship, students will have to write and pass an HPCSA board examination upon which, they will be allowed to register with the Health Professions Council of South Africa (HPCSA www.hpcsa.co.za) as Industrial Psychologists (Independent Practice).

Registration with the SABPP

Students will also be able to register with the South African Board for People Practices (SABPP www.sabpp.co.za) as Master HR Practitioner, which is the highest professional category. It is the student's own responsibility to access these websites 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**. 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 the end of 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 followed by Name and Surname in the subject line of your email, and attach the following documents in your email to the department.

The following supporting documents are required:

- 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.

The FINAL outcome of your 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.

Shortlisted applicants may be invited (via email) to assessment conducted during November 2023. These applicants will be notified via email.

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.

Fees and Funding information are available on the UP website. Please access the link for more information about programme fees or available funding:
https://www.up.ac.za/article/2749200/fees-and-funding

Enquiries

For any enquiries, please contact the Department HRM, Postgraduate Administration via
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