



UNIVERSITEIT VAN PRETORIA
UNIVERSITY OF PRETORIA
YUNIBESITHI YA PRETORIA

Faculty of Economic and Management Sciences

Fakulteit Ekonomiese en Bestuurswetenskappe
Lefapha la Disaense tša Ekonomi le Taolo

Department of Human Resource Management

MPhil Human Resource Management (HRM)

(Coursework)

(Course code: 07250149)

Information brochure

2024

Introduction

The MPhil Human Resource Management **coursework programme** is a two (2) year qualification programme to enable students to gain an understanding of the strategic decisions taken in order to enhance the work experiences of employees.

The MPhil 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 and thereby 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 Master's 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 supervisory capacity/and or research projects in the field of specialisation in the DHRM.

Admission requirements

- A **BA Honours, BSoc.Sc Honours or BAdmin Honours degree within the field of Human Resource Management or Labour Relations Management** (or equivalent) (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 on Honours level (NQF level 8)

Additional admission information

- A candidate may be refused admission to a master's degree by the Head of the Department (HOD) if he/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/she completes additional study assignments and/or examinations.
- The 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.

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 MPhil HRM programme is a **two-year programme only**. All the 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 - Saturday)**. **Class attendance calculates to approximately 45 days in Year 1**. Although the contact sessions are organised in block week format, it might 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 the students during the introduction week at the beginning of Year 1. The order of modules presented in semesters might 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

A student will be permitted to register for a **maximum period of two (2) years** for the MPhil Human Resource Management degree. The theoretical and practical subjects have to be completed at the end of Year 1. The research mini-dissertation have 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

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 MPhil 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:

- the study of prescribed textbooks, scientific journals and other scholarly research
- a compulsory contact session of one week at the beginning of each semester
- compulsory seminars and workshops throughout the year to attend
- 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 or labour relations management discipline. The submission date for the mini-dissertation is 30 September of Year 2.

Course work (Year 1)

The MPhil HRM is a **two-year programme**. All the compulsory coursework 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 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
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Module descriptions for Year 1

<u>Module code</u>	HRC 801
<u>Module name</u>	Strategic Human Resource Management 801
<u>Module content</u>	In-depth exploration of the context and content of strategic human resource management, in conjunction with 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.

<u>Module code</u>	HRC 802
<u>Module name</u>	Talent Management 802
<u>Module content</u>	This module will allow students to gain knowledge of fairness in employment decision-making and selection. Students will learn how to analyse jobs and work and apply work force planning effectively.

<u>Module code</u>	HRC 803
<u>Module name</u>	Leadership 803
<u>Module content</u>	This module explores the history of leadership theory and implementing contemporary approaches to understanding leadership. This module directs students to design and deliver a leadership development programme.

<u>Module code</u>	HRC 804
<u>Module name</u>	Human Resource Metrics 804
<u>Module content</u>	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
Module name
Module content

HRC 805

Diversity Dynamics 805

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 detrimental for the diversity work context (i.e., stereotyping, ethnocentrism, bias).
- Displaying self and social awareness of diversity issues.

Module code
Module name
Module content

HRC 806

Research in Practice

PART 1: Research Proposal & Design

This module entails learning to 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

This module entails 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 justifying 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, 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).
- Gaining an understanding of the rationale and testing for measurement invariance using a CFA approach and learning how to evaluate model fit in a 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 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 get to grips with 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 This module encompasses 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 course work in Year 1, students have to write a research mini-dissertation on a topic in the Human Resource Management or Labour Relations fields:

- Human Resource Management Mini-Dissertation (HRC807)

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 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 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, 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 records 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 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 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**
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