



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

MCom Industrial Psychology
Course code: 07250144

Information brochure
2021

Introduction

Industrial Psychologists are a select group of professionals who use research and scientific techniques to identify solutions to problems that improve 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 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.

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 with an average of at least 65% or above** (NQF level 8).

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.

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 - 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.

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 I-O psychology. The theoretical and practical subjects has to be completed at the end of Year 1.

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

Please access the UP website for the information about the fee structure and a quote for the Masters programme.

Information on bursaries and loans is available on the UP website/Fees and Funding: <https://www.up.ac.za/article/2749200/fees-and-funding>

Information regarding 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:

Part 1 - Year 1

A theoretical and practical component consisting of:

- the study of prescribed textbooks, scientific journal articles and other scholarly research
- compulsory attendance of block weeks as scheduled during the semester
- compulsory seminars and workshops to be attended throughout the year
- compulsory individual and group assignments

Part 2 - Year 2

The completion of a research mini-dissertation in your field of interest within the Industrial Psychology discipline. The submission date for the mini-dissertation is 30 September of Year 2.

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

Course work (Year 1)

The MCom IP programme is a **two (2) year programme only**. All the compulsory 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 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.

The content of the course contains the following:

Year 1

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

Year 2

IPS 807	Industrial Psychology Mini-Dissertation	60.00
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Module descriptions: Year 1

<u>Module code</u>	IPS 801
<u>Module name</u>	Fundamental Industrial Psychology
<u>Module content</u>	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 aims to broaden students' abilities in providing career counseling interventions when needed and develop career development plans using indigenous knowledge systems.

Module code
Module name
Module content

IPS 802
Advanced Assessment
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
Module name
Module content

IPS 803
Industrial Psychology Professional Ethics
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
Module name
Module content

IPS 804
Change Dynamics
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

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

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

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)

After successfully completing the course work in Year 1, students have to write a research mini-dissertation on a topic in the Industrial Psychology fields:

- Industrial Psychology mini-dissertation (IPS 807)

Module descriptions: Year 2

<u>Module code</u>	IPS 807
<u>Module name</u>	Industrial Psychology Mini-Dissertation
<u>Module content</u>	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).

- A student has to obtain 50% for the research essay/article in order to pass.
- A student has to obtain 50% for each prescribed module in order to pass.
- To graduate with distinction (cum laude), an average of 75% has to be obtained in the examination as well as the research essay.

Industrial Psychology Internship

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 Psychologist as soon as the University of Pretoria's registration is completed at the beginning of each year.

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.

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.

Registration at professional boards

After successfully completing the MCom degree as well as the internship, students will have to write a board examination. Upon passing the board examination, students will be allowed to register with the Health Professions Council of South Africa (HPCSA www.hpcsa.co.za) as Industrial Psychologists.

Students will also be able to register at 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 students own responsibility to access these websites for the latest updated information concerning student registration.

Application procedure

The application procedure consists of two (2) parts:

Step 1: UP ONLINE APPLICATION

Apply online for admittance via the UP online application portal <http://www.up.ac.za/en/online-application/article/2445192/apply-at-the-university-of-pretoria> as from 1 March 2020. **Closing date for the admission to the University of Pretoria application for SA applicants is 30 September 2020 and 30 August 2020 for non-SA applicants.**

Current UP students apply via their UP Student portal.

International applicants are referred to <http://web.up.ac.za/default.asp?ipkCategoryID=92> **BEFORE** starting with the application process.

Step 2: DEPARTMENTAL APPLICATION

Once you receive the UP reference number, complete the Departmental application form (attached). The Departmental application form is also available on the Departmental website at www.up.ac.za/hrm

Please read the important information on the front page of the Departmental application form.

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

Forward all documents listed below **as ONE attachment (all the required documents scanned as one document – not several documents in one attached folder. Name the attached documents clearly)** electronically to christa.smit@up.ac.za before 30 September 2020 for SA and non-SA applicants.

Attach the following documents to your Departmental application form:

- The completed Departmental application form for the 2021 MCom Industrial Psychology programme
- Full academic record/transcripts with results (add explanation of grading system/grading codes of the respective tertiary institutions where you completed your previous degrees 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-SA universities

NO LATE APPLICATIONS WILL BE ACCEPTED.

Shortlisted applicants may be invited to an assessment day held during November 2020. These applicants will be notified via email.

Final results from the selection process will be communicated by FEMS during the first week of December 2020 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 email**

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