



University of Pretoria Yearbook 2016

BCom Human Resource Management (07130142)

Duration of study 3 years

Total credits 399

Contact Prof C Olckers chantal.olckers@up.ac.za +27 (0)124203435

Programme information

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.

Admission requirements

- To be able to register NSC candidates must comply with the minimum requirements for degree studies as well as with the minimum requirements for the relevant study programme.
- Life Orientation is excluded when calculating the APS.

Minimum requirements for 2016								APS
Achievement Level								
Afrikaans or English				Mathematics				
NSC/IEB	HIGCSE	AS-Level	A-Level	NSC/IEB	HIGCSE	AS-Level	A-Level	30
5	3	C	C	4	3	D	D	

Additional requirements

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

- 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.

Other programme-specific information

Note: See the alphabetical list of modules for prerequisites of all modules.

- FRK 122 is a terminating module. Candidates taking this module will not be able to continue with Financial accounting in the second or third year.
- OBS 310 may not be included in the same curriculum as BDO 319, 329 for degree purposes.

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

"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), and 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.

Promotion to next study year

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 core semester or 2 core year modules to be admitted to the subsequent year of study.
- b. If a student has passed less than the required minimum of 4 core semester or 2 core 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 examinations 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.

Pass with distinction

- a. A degree may be awarded with distinction provided the candidate meets the following criteria:
 - i. Completes the degree within three years;
 - ii. Obtains a Cumulative Grade Point Average (CGPA) of 75%;
 - iii. Repeated passed modules will not be considered. The initial pass mark of module will be used when calculating the GPA.
- b. Transferees from other faculties and from other universities who still complete their bachelor degrees (including credits transferred and recognised from the degrees they registered for originally) within three years will be considered as exceptional cases by the Dean.
- c. The GPA will be not be rounded up to a whole number.
- d. Exceptional cases will be considered by the Dean.

General information

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

1. Students who commenced their studies before 2015 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 2015 must take the modules indicated under the particular field of specialisation.

Please note: 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. It is thus the responsibility of students to ensure before registration, that their curricula comply with all the requirements of the applicable regulations.



Curriculum: Year 1

Minimum credits: 125

Fundamental modules

Academic information management 101 (AIM 101) - Credits: 6.00

Academic literacy for Economic and Management Sciences 124 (ALL 124) - Credits: 6.00

Academic orientation 107 (UPO 107) - Credits: 0.00

Core modules

Industrial and organisational psychology 110 (BDO 110) - Credits: 10.00

Industrial and organisational psychology 120 (BDO 120) - Credits: 10.00

Economics 110 (EKN 110) - Credits: 10.00

Economics 120 (EKN 120) - Credits: 10.00

Financial accounting 111 (FRK 111) - Credits: 10.00

Communication management 182 (KOB 182) - Credits: 5.00

Business management 114 (OBS 114) - Credits: 10.00

Business management 124 (OBS 124) - Credits: 10.00

Statistics 110 (STK 110) - Credits: 13.00

Statistics 113 (STK 113) - Credits: 11.00

Statistics 120 (STK 120) - Credits: 13.00

Statistics 123 (STK 123) - Credits: 12.00

Financial accounting 122 (FRK 122) - Credits: 12.00



Curriculum: Year 2

Minimum credits: 146

Fundamental modules

[Introduction to moral and political philosophy 251 \(FIL 251\)](#) - Credits: 10.00

Core modules

[Industrial and organisational psychology 219 \(BDO 219\)](#) - Credits: 16.00

[Industrial and organisational psychology 229 \(BDO 229\)](#) - Credits: 16.00

[Industrial and organisational psychology 271 \(BDO 271\)](#) - Credits: 8.00

[Industrial and organisational psychology 272 \(BDO 272\)](#) - Credits: 12.00

[Business law 210 \(BER 210\)](#) - Credits: 16.00

[Business law 220 \(BER 220\)](#) - Credits: 16.00

[Business management 210 \(OBS 210\)](#) - Credits: 16.00

[Business management 220 \(OBS 220\)](#) - Credits: 16.00

[Social research: Introductory methodology 210 \(RES 210\)](#) - Credits: 20.00



Curriculum: Final year

Minimum credits: 141

Core modules

Labour law 311 (ABR 311) - Credits: 20.00

Labour relations 320 (ABV 320) - Credits: 20.00

Industrial and organisational psychology 319 (BDO 319) - Credits: 20.00

Industrial and organisational psychology 329 (BDO 329) - Credits: 20.00

Industrial and organisational psychology 371 (BDO 371) - Credits: 15.00

Industrial and organisational psychology 372 (BDO 372) - Credits: 16.00

Industrial and organisational psychology 373 (BDO 373) - Credits: 10.00

Business management 320 (OBS 320) - Credits: 20.00

The information published here is subject to change and may be amended after the publication of this information. The [General Regulations \(G Regulations\)](#) apply to all faculties of the University of Pretoria. It is expected of students to familiarise themselves well with these regulations as well as with the information contained in the [General Rules](#) section. Ignorance concerning these regulations and rules will not be accepted as an excuse for any transgression.