

UNIVERSITY OF THE
FREE STATE
UNIVERSITEIT VAN DIE
VRYSTAAT
YUNIVESITHI YA
FREISTATA



UFS
ECONOMIC AND
MANAGEMENT SCIENCES

Faculty of Economic and Management Sciences

QwaQwa Campus

Rule Book 2021



Assistant Dean Dr C Mudzingiri



1018/1019 Administration Building



(058) 718 5069



MudzingiriC@ufs.ac.za

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Undergraduate Programmes

General Orientation

This section of the Rule Book of the University of the Free State (UFS) sets out the rules in respect of the undergraduate programmes and study programmes in the Faculty of Economic and Management Sciences (EMS).

The Protection of Personal Information (PoPI) Act, No. 4 of 2013 promotes the protection of personal information by public and private bodies. The PoPI Act, therefore influences how the faculty collects, stores or disseminates the personal information of its students. As such, any personal student information, including information about academic performance, may not be disclosed to third parties, including sponsors and parents, without the written consent of the student.

All registered EMS undergraduate students must adhere to the **Faculty of Economic and Management Sciences Rules and General Rules for Undergraduate Qualifications, Postgraduate Diplomas, Bachelor Honours Degrees, Master's Degrees, Degrees, Higher Doctorates, Honorary Degrees and the Convocation** (hereafter referred to as Faculty Rules and General Rules respectively).

Several rules apply across the programmes and major fields of study. These rules are categorised into two sets, namely General Rules and Faculty Rules. It is the responsibility of students to be conversant with the General Rules as well as the Faculty Rules.

General Rules apply to all faculties, including the faculty of Economic and Management Sciences. Unless specified otherwise, the General Rules apply to all the programmes listed herein.

The General Rules contain basic information such as the following:

- Student registration; module modifications; simultaneous registration; curriculum compilation; duration of study; preconditions; acknowledgement of modules passed at other institutions; etc.
- Semester and year marks; requirements for passing; programme with distinction; re-admission and academic exclusion of a student; re-assessments; special examinations; arrangements for examination venues; incorrect reading of examination timetable; marks and final results; etc.
- The National Benchmark Test (NBT), is compulsory for all prospective first-year students at the UFS who have applied for UFS studies. Students applying for admission to the Faculty of Economic and Management Sciences must also write the Mathematics test.
- All extended curriculum programme students will be registered (during formal registration) for the applicable language (EALE1508) and Mathematics Development module(s) (MTDE1508) for the BAdmin extended curriculum programme and MATD1554 and MATD1584 for the BCom extended curriculum programme, regardless of the NBTs score

Faculty Rules are described in this publication. These rules apply specifically to the programmes in this faculty . Each rule is denoted by the letter “F” followed by a number, e.g. “Rule F1”, “Rule F2”, etc.

¹Higher Certificate Programmes

¹ Availability subject to approval by the CHE

Information

The Higher Certificate in Economic and Management Sciences (Accounting) affords deserving school leavers, who have completed the National Senior Certificate or the National Certificate (Vocational) but do not meet mainstream or extended degree admission requirements, the opportunity to access Higher Education studies to perform themselves into degree studies. The UFS Higher Certificate is presented through a resource-based, student-centred teaching and learning approach. This approach focuses on providing students with additional administrative and academic support that aims at optimising their learning experience and facilitating the realisation of their potential. Higher Certificate candidates are allowed, after completing this one-year qualification, to apply for appropriate extended degree studies at the UFS, as well as applicable degree studies at other higher education institutions.

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code:
Higher Certificate in Economic and Management Sciences: Accounting	HCert (Accounting)	QC6100	61000	QC615000

General Admission Requirements

- A National Senior Certificate (NSC) or a National Certificate: Vocational (NCV) Level 4 and an AP of either 18 for Higher Certificates, or 20 for UA study options.
- Four subjects on level 3 (40% to 49%).
- English on level 3 (40%) for all options.
- Commerce study option: Mathematics on level 2 (30%) or higher.

Private Sector Management

Higher Certificate in Accounting

Availability of this programme in 2021 is subject to approval of the Council of Higher Education.

Rule F17	HCert (Accounting) (Minimum total credits: 152) Academic Plan code: QC615000
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Compulsory modules	Semester 1	Semester 2
Skills and Competencies for Lifelong Learning	SCLL1414	SCLL1524
General Language Course	GENL1414	
Introduction to University Mathematics	MATD1554	
Mathematics for EMS		MATD1584
Basic Accounting	EHBA1514	EHBA1524
Computer Literacy	CSIQ1531	CSIQ1541
Accounting Software Applications	EHAS1508	
Structured module credits	32	32
Additional credits for developmental modules	52	36

*MATD1554 is a prerequisite for MATD1584



If the Higher Certificate in Accounting is not obtained in one year, students will not be allowed to continue with their studies if they failed more than 32 credits.



No further re-admission in the Higher Certificate in Accounting is allowed after two years of registration for the programme.



Progression to further studies in the Economic and Management Sciences is allowed after obtaining the Higher Certificate in Accounting, if admission requirements are met.

Articulation possibilities of this programme.

After successful completion of the Higher Certificate in Accounting, graduates who meet the minimum entry requirements may articulate vertically by presenting this qualification for admission to a cognate Advanced Certificate exiting on NQF level 6 or a Diploma exiting on NQF level 6. In addition, graduates of the HCert (Accounting) also meet the minimum entry requirements for a Bachelor's Degree, such as the Bachelor of Commerce (BCom) exiting on NQF level 7. In the case of the UFS, successful applicants will be placed into the first study year of the extended curriculum programme for the BCom degree.

Bachelor Degree Programmes

Information

The Bachelor Degree Programmes in this faculty are intended to maximally develop a student's capabilities and potential. Scientifically based teaching is applied to equip each student for various career options in the broader field of Economics and Management Sciences. This includes careers in the private and public sectors, certain professions as well as in secondary and higher education institutions of learning. Postgraduate study is available, upon completion of a relevant Bachelor Degree, for further advancement in a large spectrum of study fields.

Undergraduate programmes are available in one of the following broad fields of study:

- Private Sector Management; and
- Public Sector Management.

The UFSS1504 module is an institutional module offered under the aegis of the Centre for Teaching and Learning. For students registering from 2012 and onwards the module UFSS1504 is a compulsory module for an undergraduate degree or diploma qualification. Students register for the module in their first year of registration except for students in the extended curriculum programmes who register for the module in their first year of registration at the QwaQwa Campus i.e. the second year of the extended curriculum programme.

Students that successfully completed the SCLL1508 or SCLL1414 AND SCLL1524 modules to register for the **UFSS1522 in the second semester of their first year of studies in a mainstream programme.**

A promotion system is not applied in the Faculty of Economic and Management Sciences and therefore General Rules regarding promotion are not applicable in this faculty.

Private Sector Management

Bachelor of Commerce Programmes

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic PLAN code
Bachelor of Commerce <i>with specialisation in General Management</i>	<i>BCom with specialisation in General Management</i>	Q6300	63001	QC630001
Bachelor of Commerce <i>with specialisation in General Management*</i>	<i>BCom with specialisation in General Management*</i>	Q63E2	63001	QC6300E2

* *Extended curriculum programme*

Public Sector Management

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code
Bachelor of Administration	BAdmin	Q6340	63401	QC634040
Bachelor of Administration*	BAdmin*	Q63E1	63401	QC6340E1

* *Extended curriculum programme*

Faculty requirements

General admission requirements

It is the responsibility of students to be conversant with the most recent version of the General Rules, as well as the Faculty Rules. Over and above the rules in this document, the definitions and rules set out in the ⁴General Rules apply. A copy of these rules may be obtained from the university's web site ⁴. The prospective student's attention is drawn to:

- A1: General Rules
- A2: Applying for Admission

Additionally, minimum Admission Points and National Senior Certificate performance levels must be met for the programmes in this document, as set out in the table below.

Programme	Minimum Admission Point (AP) and National Senior Certificate Performance Levels
BCom <i>with specialisation in General Management</i>	AP = 28 Mathematics = Achievement level 4 (50%) English = Achievement level 4 (50%)
BCom <i>with specialisation in General Management</i> ¹ (<i>extended curriculum programme</i>)	AP = 24 – 27 Mathematics = Achievement level 3 (40%) English = Achievement level 4 (50%)
BAdmin	AP = 28 English = Achievement level 4 (50%)
BAdmin ^{2,3} (<i>extended curriculum programme</i>)	AP = 24 – 27 English = Achievement level 4 (50%)

Rules

- 1) Students who qualify for the BCom extended curriculum programme are not allowed in the first year of a mainstream BCom Degree Programme.
- 2) Students who register for the BAdmin or BAdmin extended curriculum programme without the required performance level in Mathematics or its equivalent at National Senior Certificate Level will not be allowed to subsequently change to a BCom Degree Programme.
- 3) Students who qualify for the BAdmin extended curriculum programme are not allowed in the first year of a mainstream BCom Degree Programme.

<https://www.ufs.ac.za/about-the-ufs/governance/policy-documents>

Credit Values and Names of Modules

Department of Economics

Module code	Credits	Name of module
EECF1614	16	Economic Systems and Basic Microeconomics
EECF1624	16	Introduction to Macroeconomics
EMIC2714	16	Microeconomics
EMAC2724	16	Macroeconomics
EINT3715	20	International Economics
EECT3725	20	South African Macroeconomic Policy Issues
EFEF1624	16	Personal Finance

Department of Business Management

Module code	Credits	Name of module
EBUS1514	16	Business Functions
EBUS1624	16	General Management
EBUS1614	16	Business Dynamics
ESBM2724	16	Small Business Management
EBUS2714	16	Entrepreneurship
EBUS2715	20	Strategic Management

Department of Industrial Psychology

Module code	Credits	Name of module
EHRM1514	16	Introduction to Human Resources Management
EIOP1524	16	Introduction to Individual Differences
ECAP2614	16	Career Psychology
ELRM2624	16	Labour Relations Management
EPFM3724	16	Performance Management
EORG3715	20	Organisational Psychology
ETRM3714	16	Training Management
EARH3724	16	Applied Research for Human Resource Management

School of Accountancy

Module code	Credits	Name of module
EACC1614	16	Accounting
EACC1624	16	Accounting
EACC2608	32	Accounting
EACC3708	32	Accounting
EMAC2624	16	Managerial Accounting

Department of Public Administration and Management

Module code	Credits	Name of module
EPAM1514	16	Public Administration and Management Theories
EPAM1624	16	Public Administration and Management in Action
EPAM2614	16	Micro- and Macro-organisational Analysis
EMMA2624	16	The Local Government Policy and Legislative Environment
EMMA2614	16	Introduction to South African Local Government
EMMA3714	16	Contemporary Issues in Local Government
EPAM3714	16	Public Financial Management
EMMA3725	20	Municipal Finances
EPAM3725	20	Public Policy Administration and Management
EPAL3714	16	Public Administration and Management Law
EPAH1624	16	HRM in the Public Sector
ESCM2724	16	Supply Chain Management
EMEP2624	16	Monitoring and Evaluation in the Public Sector

Additional core modules

Module code	Credits	Name of module
EBCS1514	16	Business Calculations
EBCS1524	16	Business Calculations
ECPM1514	16	Calculations for Public Managers
UFSS1504	16	Undergraduate Core Curriculum

Modules for the Extended Curriculum Programmes

Module code	Equivalent mainstream code	Credits	Name of module
EFPA2515	EPAM1514	20	Public Administration and Management Theories
EFPA2625	EPAM1624	20	Public Administration and Management in Action
EFPH2625	EPAH1624	20	Human Resource Management in the Public Sector
EFHR1515	EHRM1514	20	Introduction to Human Resource Management
EFIO1525	EIOP1524	20	Introduction to Individual Differences
EFBM2515	EBUS1514	20	Business Functions
EFBM2625	EBUS1624	20	General Management
EFEC2614	EECF1614	16	Economic Systems and Basic Microeconomics
EFEC2624	EECF1624	16	Introduction to Macroeconomics
EFBC2514	EBCS1514	16	Business Calculations
EFBC2524	EBCS1524	16	Business Calculations
EFPC2514	ECPM1514	16	Calculations for Public Managers
EFCC2614	EACC1614	16	Accounting
EFCC2624	EACC1624	16	Accounting

Progression Rules Regarding Admission to Modules in the Next Study Year

With due allowance for the module requirements, students are required to attain the following minimum achievements in each study programme, for which the prescribed module combinations for each academic year have been stipulated in the curriculum. Unless a faculty determines a higher requirement for progression, which is published in the faculty's rule book, these progression rules will apply.

Application of progression rules

- The progression rules apply in respect of undergraduate students and are applicable to all programmes from 2014.
- Students enrolled for HCerts (access), extended and distance learning programmes of the South Campus are, however, **excluded** in terms these rules and follow the programme-specific progression requirements.

Progression rules in respect of undergraduate students

Students must please visit the links to the **General Rules** https://www.ufs.ac.za/docs/default-source/2019-general-rules/2021-general-rules-approved-by-registrar-for-publication-on-the-web---10-dec-2020.pdf?sfvrsn=24f76a20_4 and **Faculty Rules** <https://www.ufs.ac.za/econ/faculty-of-economic-and-management-sciences-home/academic-information/faculty-yearbooks> for more information pertaining to the progression rules as well as to the rules for students who change their study programme after their first year of studies at the UFS.

A minimum number of credits must be earned by the end of each year of registration before the student will be allowed to register for the next year. These credits are accumulated by completing the required modules.

Progression requirements for three-year qualifications

Year of registration	Minimum credits required for admission	Equivalent to	To be achieved by the end of
2	48	3 x 16-credit modules	year 1 of registration
3	112	7 x 16-credit modules	year 2 of registration
4	224	14 x 16-credit modules	year 3 of registration
5	288	18 x 16-credit modules	year 4 of registration

The student must complete the three-year undergraduate programme by the end of the 5th year of registration.

Progression requirements for four-year qualifications

The following progression requirements apply to four-year professional as well as four-year extended qualifications.

Year of registration	Minimum credits required for admission	Equivalent to	To be achieved by the end of
2	48	3 x 16-credit modules	year 1 of registration
3	112	7 x 16-credit modules	year 2 of registration
4	192	12 x 16-credit modules	year 3 of registration
5	320	20 x 16-credit modules	year 4 of registration
6	384	24 x 16-credit modules	year 5 of registration

The student must complete the four-year undergraduate programme by the end of the 6th year of registration.

Concessions for students who do not qualify to start the next year of study

In order to facilitate progression, the following concession may be made where a student does not meet the requirements for progression to the next year of study.

- The student may register for the outstanding modules and repeat the academic year.
- This requires the recommendation of the programme director and permission from the assistant dean.

Module Code Changes, Equivalent Modules and Transition Rules

- a) Current students who registered for the first time in 2015 and onwards, without a break in registration, should follow the curricula in the Rule Book of the first year of registration.
- b) If students change from one programme to another they must follow the curricula of the programme to which they have changed, as appears in the Rule Book of the year that they registered for that specific programme for the first time.

Duration of Study

The General Rules stipulates that, except in cases where the Council, *via* the Senate implements new rules with immediate effect, a student may, for an undergraduate qualification, only register at the UFS for the minimum period allowed for that qualification plus an additional two (2) years, with the second period, following directly after the first, and she/he must complete her/his studies for that particular qualification in accordance with the rules applicable at the time of registration. Should there be an interruption to the student's study, the rules applicable to the time of the registration after interruption will apply.

Module Prerequisites

Please note that students from other faculties must also comply with the prerequisites as indicated below.

Department of Economics

Module	Module prerequisite
EECF1614	National Senior Certificate with Mathematics performance level 4 OR (EQMB1514 and EQMB1524) OR (EBCS1514 and EBCS1524)
EECF1624	National Senior Certificate with Mathematics performance level 4 OR (EQMB1514 and EQMB1524) OR (EBCS1514 and EBCS1524)
EMIC2714	EECF1614 or EFEC2614
EMAC2724	EECF1624 or EFEC2624
EINT3715	EECF1624 or EFEC2624
EECT3725	EECF1624 and EMAC2724

Department of Business Management

Module	Module prerequisite
EBUS2715	EBUS1624

School of Accountancy

Module	Module prerequisite
EACC2608	EACC1624 or EFCC2624
EMAC2624	EACC1614 (EFCC2614 and/or EACC1624 (EFCC2624)
EACC3708	(EACC2608 or EFIN1624) and ETXN2614 (EBEL2614)

Extended curriculum programme

Module	Module prerequisite
EFEC2614	MATD1554 & MATD1584 or National Senior Certificate with Mathematics performance level 4
EFEC2624	MATD1554 & MATD1584 or National Senior Certificate with Mathematics performance level 4

Undergraduate Studies

Private Sector Management

General Information

Management knowledge can be obtained in several fields of study. These are all accommodated within the degree programme Bachelor of Commerce (BCom). This is a highly regarded and comprehensive basic management degree programme and is structured for economic and management positions (especially in the private sector), academic careers at universities and universities of technology, or a career as a teacher.

- While a BCom Degree is directed at economic and management positions in the private sector, it is also an excellent degree programme for a career in the public sector (compare with the undergraduate degree programme in Public Sector Management).
- The degree programme is structured around the core subjects of Economics, Business Management, Industrial Psychology and Accounting. The BCom Degree offers a broader option to students who would like a solid general management background, but who prefer not to specialise too soon.
- There are specialisations from which to choose within the BCom Degree Programme, as indicated under general admission requirements.

The curricula for each major field of study are explained in the following section.

Bachelor of Commerce with specialisation in General Management

Rule 18 BCom with specialisation in General Management
 Minimum total credits: 448
 Academic plan code: QC630001

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Business Functions	EBUS1514					
General Management				EBUS1624		
Business Dynamics			EBUS1614			
Small Business Management						ESBM2724
Strategic Management					EBUS2715	
Entrepreneurship					EBUS2714	
Economic systems and Microeconomics	EECF1614					
Introduction to Microeconomics		EECF1624				
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
Accounting	EACC1614	EACC1624				
Accounting			EACC2608			
Management Accounting				EMAC2624		
Introduction to Human Resource Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Business Calculations	EBCS1514	EBCS1524				
Personal Finance		EFEF1624				
Elective Modules			Choose 1 field of specialisation (2 modules)		Choose 2 fields of specialisation (4 modules):	
Micro- & Macro-Organisational Analysis			EPAM2614			
Public Human Resource Management				EPAH1624		
Public Financial Management					EPAM3714	
Public Policy Admin & Management						EPAM3725
OR					OR	
Accounting					EACC3708	
OR			OR		OR	
International Economics					EINT3715	
South African Economic Policy Issues						EECT3725
OR					OR	
Career Psychology			ECAP2614			
Labour Relations Management				ELRM2624		
Training Management OR Performance Management or					ETRM3714	EPFM3724
Applied Research for Human Resource Management OR Organisational Psychology					EORG 3715 OR	EARH3724
Minimum credits towards degree	80	80	64	80	64	80
	160		144		144	
Total credits			448			

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Developmental modules	First academic year		Second academic year		Third academic year	
	Sem 1	Sem 2	Sem 1	Sem 2	Sem 1	Sem 2
Undergraduate Core Curriculum	UFSS1504					
Academic Literacy	EALE1508					
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

Information for students who intend applying for admission to one of the two following Bachelor Honours Degrees in future.

1. BCom Honours with specialisation in Marketing

Students may register for the EBMA2624 module as an elective module in the second semester of their first academic year.

2. BCom with specialisation in Industrial Psychology

Students are advised to register for the EARH3724 module in the second semester of their fourth academic year.

Bachelor of Commerce with specialisation in General Management (extended curriculum programme)

Rule F19 BCom with specialisation in General Management
(extended curriculum programme)
Minimum total credits: 436 plus 96 developmental credits
Academic Plan code: QC6300E2

Compulsory modules	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Business Functions			EFBM2515					
General Management				EFBM2625				
Business Dynamics					EBUS1614			
Small Business Management								ESBM2724
Strategic Management							EBUS2715	
Entrepreneurship							EBUS2714	
Economic Systems and Basic Microeconomics			EFEC2614					
Introduction to Macroeconomics				EFEC2624				
Microeconomics					EMIC2714			
Macroeconomics						EMAC2724		
Accounting			EFCC2614	EFCC2624				
Accounting					EACC2608			
Introduction to Human Resource Management	EFHR1515							
Introduction to Individual Differences		EFIO1525						
Managerial Accounting						EMAC2624		
Personal Finance								EFEF1624
Business Calculations			EFBC2514	EFBC2524				

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Rule F19 continued

Elective modules	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Elective Modules					Choose 1 subject field (2 modules) from:		Choose 2 subject fields (4 modules) from:	
Public Financial Management							EPAM3714	
Public Policy Administration and Management								EPAM3725
OR							OR	
Accounting							EACC3708	
Micro- and Macro-organisational analysis					EPAM2614			
Public Human Resource Management						EPAH1624		
OR					OR		OR	
International Economics							EINT3715	
South African Economic Policy issues								EECT3725
OR							OR	
Career Psychology					ECAP2614			
Labour Relations Management						ELRM2624		
Training Management or Performance Management OR							ETRM3714 or EPFM3724	
Applied Research for Human Resource Management or Organisational Psychology							EORG3715 or EARH3724	
Minimum credits towards degree	20	20	68	68	64	64	68	64
	40		136		128		132	
	Total credits: 436							
<i>Table continues on next page...</i>								

Rule F19 continued

Developmental modules	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Skills for Lifelong Learning	SCLL1508							
Academic Literacy	EAL1508							
Undergraduate Core Curriculum						UFSS1522		
Introduction to University Mathematics and Mathematics for EMS	MATD1554	MATD1584						
Additional credits for developmental modules	96							
Undergraduate Core Curriculum					16			

Information for students who intend applying for admission to one of the two following Bachelor Honours Degrees in future.

1. BCom Honours with specialisation in Marketing

Students may register for the EBMA2624 module as an elective module in the second semester of their first academic year.

2. BCom with specialisation in Industrial Psychology

Students are advised to register for the EARH3724 module in the second semester of their fourth academic year.

Public Sector Management

General Information

The BAdmin Degree is a specialised degree programme aimed at a career in the public sector, parastatal institutions, trade unions and non-governmental organisations and also for academic careers at higher education institutions. It is structured around Public Administration and Management, with relevant ancillary modules in Human Resource Management; Public Financial Management; Organisational Analysis; Public Policy; Supply Chain Management; and monitoring and evaluation in the Public Sector.

As students you will have access to academics with a practical understanding and knowledge of Public and Development Management, cutting-edge research and innovative teaching and learning strategies aimed at enhancing your professional skills and understanding.

The curricula for the BAdmin Degree studies are explained in the following section.

Bachelor of Administration

Rule F20 BAdmin
 (Minimum total credits: 376)
 Academic Plan code: QC634040

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Public Administration and Management Theories	EPAM1514					
Public Administration and Management in Action		EPAM1624				
Micro- and Macro-organisational Analysis			EPAM2614			
Introduction to South African Local Government			EMMA2614			
Human Resource Management in the Public Sector		EPAH1624				
The Local Government Policy and Legislative Environment				EMMA2624		
Supply Chain Management				ESCM2724		
Contemporary Issues in Local Government					EMMA3714	
Public Financial Management					EPAM3714	
Municipal Finances						EMMA3725
Public Policy Administration and Management						EPAM3725
Public Administration and Management Law					EPAL3714	
Introduction to Human Resource Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Monitoring and Evaluation in the Public Sector				EMEP2624		
Introduction to Politics	POLS1514 *					
Introduction to World Politics & Global Governance		POLS1524 *				
Calculations for Public Managers	ECPM1514					
Personal Finance				EFEF1624		

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Rule F20 continued

Elective modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
			Choose 1 field of specialisation (2 modules)		Choose 1 field of specialisation (2 modules)	
Career Psychology			ECAP2614			
Labour Relations Management				ELRM2624		
Organisational Psychology					EORG3715	
Performance Management						EPFM3724
OR			OR		OR	
Cooperative and Governance Electoral Principles			POLS2634*			
Governance & Political Transformation in Africa				POLS2624*		
Security & Conflict Studies					POLS3714*	
Ideology & Political Theory						POLS3724*
Minimum credits towards degree	64	64	48	80	64	56
	128		128		120	
	Total credits: 376					
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Academic Literacy	EALE1508					
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

* For modules from other Faculties it is the responsibility of the student to ensure that the prerequisites for those modules are met.

Bachelor of Administration (extended curriculum programme)

Rule F21 BAdmin
 (extended curriculum programme)
 Minimum total credits: 416 plus 96 developmental credits
 Academic Plan code: QC6340E1

Compulsory modules	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Public Administration and Management Theories			EFPA2515					
Public Administration and Management in Action				EFPA2625				
Micro- & Macro-organisational Analysis					EPAM2614			
Introduction to South African Local Government					EMMA2614			
Human Resource Management in the Public Sector				EFPH2625				
The Local Government Policy and Legislative Environment						EMMA2624		
Supply Chain Management						ESCM2724		
Contemporary Issues in Local Government							EMMA3714	
Public Financial Management							EPAM3714	
Municipal Finances								EMMA3725
Public Policy Management								EPAM3725
Public Administration and Management Law							EPAL3714	
Introduction to Human Resource Management	EFHR1515							
Introduction to Individual Differences		EFIO1525						
General Management				EFBM2625				
Monitoring and Evaluation in the Public Sector						EMEP2624		

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Rule F120 continued

Compulsory modules (ctd.)	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Introduction to Politics			POLS1514 *					
Introduction to World Politics & Global Governance				POLS1524 *				
Calculations for Public Managers			EFCP2514					
Personal Finance						EFEF1624		
Elective modules					Choose 1 field of specialisation (2 modules)		Choose 1 field of specialisation (2 modules)	
Career Psychology					ECAP2614			
Labour Relations Management						ELRM2624		
Organisational Psychology							EORG3715	
Performance Management								EPFM3724
OR					OR		OR	
Cooperative and Governance Electoral Principles					POLS2634			
Governance & Political Transformation in Africa						POLS2624 *		
Security & Conflict Studies							POLS371 4*	
Ideology & Political Theory								POLS3724 *
Minimum credits towards degree	20	20	52	76	48	80	64	56
	40		128		128		120	
	Total credits: 413							
<i>Table continues on next page...</i>								

Rule F19 continued

Developmental modules	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Developmental modules								
Undergraduate Core Curriculum						UFSS1522		
Mathematical Literacy	MTDE1508							
Skills for Lifelong Learning	SCLL1508							
Academic Literacy EMS	EALE1508							
Additional credits for developmental modules	96							
Undergraduate Core Curriculum					16			

* For modules from other Faculties it is the responsibility of the student to ensure that the prerequisites for those modules are met.