



ECONOMIC AND
MANAGEMENT SCIENCES
EKONOMIESE EN
BESTUURSWETENSAPPE

UFS·UV

UNIVERSITY OF THE FREE STATE

FACULTY OF ECONOMIC AND
MANAGEMENT SCIENCES

POSTGRADUATE

RULE BOOK 2014



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Honours Degrees

An Honours degree offers a student who is already in possession of a Bachelor's degree, the opportunity of studying further in his/her chosen field of preference.

Whereas a Bachelor's degree provides a student with a solid foundation, it still is only for his or her chosen career, but also paves the way for more advanced postgraduate studies, in other words, a Master's degree or eventually a PhD degree, is the highest academic degree attainable.

The following Honours degrees can be done at general level (even though there is a fair amount of specialisation in the third year of study). An Honours degree offers opportunities for significantly enhancing knowledge in a preferred field of specialisation. Acquiring a deeper understanding and background truly prepares the student far better not be obtained in this faculty:

Degree	Abbreviation	Study Code
Bachelor of Commerce Honours in Business Management	BComHons (Business Management)	6500
Bachelor of Commerce Honours in Marketing	BComHons (Marketing)	6504
Bachelor of Commerce Honours in Industrial Psychology	BComHons (Industrial Psychology)	6500
Bachelor of Commerce Honours in Accounting	BComHons (Accounting)	6506
Bachelor of Administration Honours	BAdminHons	6510
Bachelor of Accounting Honours	BAccHons	6580
Bachelor of Commerce Honours in Applied Econometrics	BComHons (Applied Econometrics)	6516
Bachelor of Commerce Honours in Financial Economics and Investment Management	BComHons (Financial Economics and Investment Management)	6517
Bachelor of Commerce Honours in Management Accounting	BComHons (Management Accounting)	6518

Only the Honours degree following a corresponding first Bachelor's degree may be registered for. In exceptional cases, and only for very well substantiated reasons, special permission may be granted for a student to switch to a non-corresponding Honours degree (General Rule A56).

In this faculty an Honours degree can be obtained in one of two ways:

(a) Honours in a **specific subject or discipline, e.g.** Economics or Accounting, that was taken as major (i.e. up to third-year level) for the candidate's Bachelor's degree. A discipline Honours degree can, for example, be obtained in the following disciplines in the following departments

- Economics
- Business Management
- Industrial Psychology
- Accounting
- Public Administration and Management

In the case of a discipline-based Honours degree a number of modules (semester modules) can be included from another discipline.

(b) Honours in a **specific theme**, for example BComHons (Marketing)

An Honours degree typically comprises of six or more modules (usually semester modules, but in certain cases also year modules) plus a short dissertation or research project.

All the semester and year modules listed in the Rule Book are not necessarily offered every year.

Rules

Unless otherwise specified, the General Rules regarding Honours degrees are applicable to all Honours degrees in this faculty.

Admission

For admission to a discipline-based Honours degree, the particular subject should have been completed up to third-year level. For theme- based Honours degrees similar preconditions for admission apply.

- An Honours theme (in "parenthesis") need not necessarily be the same as the undergraduate degree focus (in "parenthesis"), as long as the preconditions are met.

Permission to follow an Honours degree in a certain discipline must be obtained from the relevant departmental head. This must be done prior to the student's registration for that particular year.

Permission to follow an Honours study in one of the themes must be obtained before registration from the Programme Director: Private Sector Management.

It is the responsibility of students to be conversant with the General – as well as the Faculty Rules.

Rule F28	Prerequisites
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The following additional prerequisites apply for Honours study in the disciplines/themes mentioned below.

For an Honours degree in	These modules are prerequisites:
Business Management	STK114 and STK124 or WTW114 and WTW124
Economics	STK114 and STK124 or WTW114 and WTW124
Financial Economics	STK114 and STK124 or WTW114 and WTW124
Marketing	OBS144/EBUS61406 and OBS324/EBUS79507
Accounting	
Module prerequisites	
EFIN80808	EFIN70907/FIN308/REK608/EACC80808
EBRF80808	EBRF70907/BRF308/EMAF80808
EBLS80808	EBLS70907/BLS308/EBEL80808
EODT80808	EODT70907/ODT308/EAUD80808
EACC80808	EACC70807/REK308 or /EFAC70807/FIN208
EAUD80808	EAUD62406 and EAUD72407 or ODT214 AND ODT224
EBEL80808	EBLS70907/BLS308 or EBEL70807/BEL308
EMAF80808	EBRF70907, or EMAC71407/BRF314 and EMNF72407 or OBS364 together MAC314 and MNF324 together

Honours students in disciplines other than Economics or in a specific multi-disciplinary theme who wish to include a postgraduate module in Microeconomics and/or Econometrics in their curriculum should have passed Economics at least at second-year level.

Rule F29	Curricula Discipline-based Honours Degrees
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Information, curricula and directives will subsequently be given for the different subject and theme fields in which an Honours degree can be obtained.

Rule F29.1	Subjects in other Faculties Study code 6505
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For Honours in any of the following:

Anthropology
 Industrial Communication
 Agricultural Economics
 Political Sciences
 Computer Science and Informatics
 Psychology
 Statistics
 Mathematics
 Actuarial science

Please refer to the Rule Book of the relevant faculty for the curriculum.

Rule F29.2	BComHons Industrial Psychology Study code 6500
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Prerequisites

In order to qualify for admission to the selection process for the Honours programme, a prospective student should adhere to the following prerequisites:

- Passed **each** of the following undergraduate Industrial Psychology modules with a mark of at least 60% (or equivalent modules from other institutions):
 - Organisational Psychology
 - Human Resource Management
 - Employer and Employee Relationships
 - Career Psychology
 - Training and Development

- Passed the module EARH72407/RSM324 (Research Methodology) with a mark of at least 65%.
- The student has either already obtained a Bachelor's degree or qualifies to obtain a Bachelor's degree before enrolling for the Honours degree.
- The student has completed the TALPS test.

Information

Prospective students must submit their written applications for admission (which includes a selection process) to the departmental head the previous year before 30 September. Admission to the Honours degree study is subjected to the results of the selection process. Application forms are available from the departmental head of Industrial Psychology.

Curriculum

Module	Module code
Career Psychology	EOCP81408
Organisation Psychology	EORG82408
Labour Relations	ELAB81408
Human Resource Management	EHUM82408
Psychometric Assessment and Measurement	EPSM80808
Research Methodology	ERSM80808
Dissertation	EDIS80808

Compilation of the degree must be done in consultation with the departmental head.

Students who have already been selected for BPsych equivalence in order to register with the HPCSA (Health Professions Council of South Africa) as counsellors, must register for SIL604 and SIL654 instead of ELAB81408.

Please take note that due to the phasing in of the undergraduate modules (for re-entrance) the entry requirements for an Honours degree in Industrial Psychology will be changed accordingly from 2015.

Rule F30	BComHons Economics Study code 6515
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Information regarding Honours study in Economics

Admission to the Honours degree study is subject to approval by the departmental head. To be considered for admission to Honours studies in Economics a student must have passed EKN314, EKN324 and EKT324 (or equivalent modules if that student completed his/her undergraduate studies at another university) with an overall average of at least 60%. In addition the student should have completed EKN114, EKN124, EKN214 and EKN224 (or equivalent modules).

Prospective students must apply in writing before 30 September prior to registering for the degree in the following year. Students who completed their undergraduate degree at the UFS, can obtain application forms from the chair of the Department of Economics. Students who completed their undergraduate studies at another university need to apply through student administration, with an application form available on the university's website at www.ufs.ac.za.

Curriculum

The curriculum must be compiled according to the table set out below. The selection of modules must be approved by the chair of the department. All modules are not necessarily offered each year and choices can be influenced by the availability of personnel or other internal circumstances. Subject to approval by the chair of the department, the degree can be completed over a period of 12, 18 or 24 months, depending on the student's academic background. Detailed information regarding the methods of presentation and optimal composition of a degree package is available on request from the chair of the Department of Economics.

Subject	Semester 1	Semester 2
Microeconomics	EECO81108	
Macroeconomics	EECO81208	
Introduction to Econometrics	EECO81308	
Methodology of Economics [#]	EECO83108	
Mathematical Economics [#]	EECO83208	
Minor dissertation in Economics		EECO88108
		Two of the following:
Public Economics I (Fiscal Policy)		EECO82108
International Economics		EECO82308

Labour Economics		EECO82608
Financial Systems and Monetary Policy		EECO92508

Subject counts 12 credits. * Dissertation counts 48 credits. All other subjects count 24 credits.

Rule F31	BComHons Applied Econometrics Study code 6516
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Information regarding Honours study in Applied Econometrics

Admission to Honours degree study is subject to approval by the chair of the department. To be considered for admission to Honours studies in Applied Econometrics a student must have passed EKN314, EKN324 and EKT324 (or equivalent modules if that student completed his or her undergraduate studies at another university) with an overall average of at least 60%. In addition the student should have completed EKN114, EKN124, EKN214 and EKN224 (or equivalent modules).

Prospective students must apply in writing before 30 September prior to registering for the degree in the following year. Students, who completed their undergraduate degree at the UFS, can obtain application forms from the chair of the Department of Economics. Students who completed their undergraduate studies at another university need to apply through student administration, with an application form available on the university's website at www.ufs.ac.za.

Curriculum

The curriculum must be compiled according to the table set out below. The selection of modules must be approved by the chair of the department. All modules are not necessarily offered each year and choices can be influenced by the availability of personnel or other internal circumstances. Subject to approval by the chair of the department, the degree can be completed over a period of twelve, eighteen or twenty four months, depending on the student's academic background.

Detailed information regarding the methods of presentation and optimal composition of a degree package is available on request from the chair of the Department of Economics.

Subject	Semester 1	Semester 2
Microeconomics	EECO81108	
Macroeconomics I	EECO81208	
Introduction to Econometrics	EECO81308	
Methodology of Economics#	EECO83108	
Mathematical Economics#	EECO83208	
Minor dissertation in Applied Econometrics		EECO88208

		One of the following
Advanced time series Econometrics		EECO92209
Cross-section and Panel Data Econometrics		EECO92309
		One of the following
Public Economics I (Fiscal Policy)		EECO82108
International Economics		EECO82308
Labour Economics		EECO82608
Financial Systems and Monetary Policy		EECO92509

Subject counts 12 credits. * Dissertation counts 48 credits. All other subjects count 24 credits. Note that students wishing to register for either EECO92209 or EECO92309 must have passed EECO81308.

Rule F32	BComHons Financial Economics and Investment Management Study code 6517
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Information regarding Honours study in Financial Economics and Investment Management

Admission to Honours degree study is subject to approval by the departmental head. To be considered for admission to Honours studies in Financial Economics and Investment Management a student must have passed either:

- EKN314, EKN324 and EKT324 (or equivalent modules if that student completed his/her undergraduate studies at another university) with an overall average of at least 60%. In addition, the student must have completed EKN114, EKN124, EKN214, EKN224, OBS234, EBUS76407, OBS364, REK114 and REK124 (or equivalent modules).

OR

- FEC314, FEC324 and EKT324 (or equivalent modules if that student completed his/her undergraduate studies at another university) with an overall average of at least 60%. In addition, the student must have completed EKN114, EKN124, /GEB214, GEB224, EKN224, OBS234, OBS364, REK114 and REK124 (or equivalent modules).

OR

- OBS314, OBS364 and EKT324 (or equivalent modules if that student completed his/her undergraduate studies at another university) with an overall average of at least 60%. In addition the student should have completed EKN114, EKN124, OBS134, OBS144, OBS234, OBS244, EKN224, REK114 and REK124 (or equivalent modules).

OR

- BRF314, OBS364 and EKT324 (or equivalent modules if that student completed his/her undergraduate studies at another university) with an overall average of at least 60%. In addition the student should have completed EKN114, EKN124, EKN224, REK114, REK124 and BRF214 (or equivalent modules).

OR

- BRF308 and EKT324 (or equivalent modules if that student completed his/her undergraduate studies at another university) with a weighted average of at least 60%. In addition the student should have completed OBS234, EKN114, EKN124, EKN224, REK114, REK124 and BRF214 (or equivalent modules).

Prospective students must apply in writing before 30 September prior to registering for the degree in the following year. Students who completed their undergraduate degree at the UFS, can obtain application forms from the chair of the Department of Economics. Students who completed their undergraduate studies at another university need to apply through student administration, with an application form available on the university's website at www.ufs.ac.za.

Curriculum

The curriculum must be compiled according to the table set out below. The selection of modules must be approved by the chair of the department. All modules are not necessarily offered each year and choices can be influenced by the availability of personnel or other internal circumstances. Subject to approval by the chair of the department, the degree can be completed over a period of twelve, eighteen or twenty four months, depending on the student's academic background.

Detailed information regarding the methods of presentation and optimal composition of a degree package is available on request from the chair of the Department of Economics.

Subject	Semester 1	Semester 2
Macroeconomics I	EECO81208	
Introduction to Econometrics	EECO81308	
Risk Management in Financial Services	EECO81408	
Mathematical Economics [#]	EECO83208	
Regulation of Financial Institutions [#]	EECO83308	
Portfolio Management [*]		EECO82208
Security Analysis [*]		EECO82408
Derivative Instruments [*]		EECO82508

[#] Subject counts 12 credits. ^{*} Subject counts 30 credits. All other subjects count 24 credits.

Rule F33	BComHons Business Management Study code 6500
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Prerequisites

Admission to this postgraduate study is subjected to approval by the departmental head. In order to obtain admission to Honours studies in Business Management, a prospective student must have completed all the undergraduate modules in Business Management and at least should have passed two of the following modules (or equivalent modules from another institution) with a combined average of 60% for the second year (OBS234 and OBS244) as well as in OBS314, IBM314, OBS344, OBS324 and OBS364. Prospective students must apply for admission to the degree in writing before 30 September of the previous year before they may register. The application forms are available from the departmental head of the Department of Business Management.

Curriculum

The degree comprises six modules plus a dissertation. The modules must be chosen in consultation with the departmental head. A student may not take more than three modules per semester (excluding the dissertation). All modules are not necessarily presented every year and choices can be influenced by several reasons, such as the availability of staff.

Part-time students take the degree over a two-year period in consultation with the departmental head.

Module	Semester1	Semester2
Script (compulsory)	EBUS80808	EBUS80808
	Three of the following	Three of the following
Advanced Strategic Management	EBUS81408	
Strategic Marketing Management		EBUS82408
Advanced Financial Management	EBUS83408	
Entrepreneurial Management		EBUS84408
Consumer Behaviour	EBUS85408	
Services Management	EBUS87408	

Entrepreneurship	EBUS89408	
Project Management		EBUS88408
Internet commerce		EBUS86408
International Marketing		EMKT82408

One or at the most two approved modules from another department may be taken with permission of the departmental head concerned.

Rule F34	BAdminHons Study code 6510
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Prerequisites

For admission to an Honours degree, the particular subject should have been taken up to third-year level. To be admitted to the Honours degree a student had to obtain at least an average of 65% for his/her degree and have to pass a proficiency test. Admission is subject to approval by the departmental head based on a satisfactory study record.

Prospective students must apply for admission to the degree in writing before 30 April / September prior to registration in the following year. Application forms are available from the departmental head of the Department of Public Administration and Management.

Curriculum

A student for the Honours degree must be registered for a minimum of one year. The Honours degree consists of six modules plus a short dissertation on an approved subject. To be able to continue with the dissertation, the student must have achieved an average of 60% for the EPAR91409 (research methodology), or equivalent module if that student completed his/her studies at another university. The programme will consist of the following core modules:

Module	1ST semester	2nd semester
Executive Public Management		EPAM82408
Public Policy and Service Delivery	EPAP81408	
Public Financial Administration and Management	EPAF81408	
Organisational Analysis and Intergovernmental Relations		EPAO82408
Public Human Resource Management		EPAH82408
Research Methodology in Public Administration and Management	EPAR81408	
Short dissertation		EPAM82608

Rule F35	BComHons Accounting Study code 6506
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Prerequisites

See subject prerequisites for specific modules mentioned on page 6 . Students should obtain at least 55% in REK308/EACC70807 (or an equivalent at another institution). Students from other institutions must seek specific permission from the programme director: Training of Accountants.

Curriculum

The degree comprises a choice between two options. Students planning to enrol for BAcc (Hons) in the future (see ruleF29.8 Code 65801) with the objective to pursue a career in chartered accountancy should choose option A, while other students may choose option B.

Option A: The following **four** year modules are **compulsory**

Module	Semester1	Semester2
Accounting	EACC80808	EACC80808
Auditing	EAUD80808	EAUD80808
Management Accounting and Finance	EMAF80808	EMAF80808
Taxation	EBEL80808	EBEL80808

Option B: Choose any three year modules (or equivalent) from the following plus a dissertation in Accounting:

Module	Semester1	Semester2
Accounting	EACC80808	EACC80808
Auditing	EAUD80808	EAUD80808
Management Accounting and Finance	EMAF80808	EMAF80808
Taxation	EBEL80808	EBEL80808
	OR	
	A year module (or two Honours semester modules) in Business Management, Computer Information Systems or Economics, as approved by the Programme Director: Accountancy.	

Plus Dissertation in Accounting	ERSK80808
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Rule F36	BAccHons Study code 6580
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Prerequisites

BAcc degree or (equivalent as approved by the Programme Director: Training of Accountants) with the understanding that a combined average of 58% must be obtained in FIN308/EFIN70907, ODT308/EODT70907, BLS308/EBLS70907 and BRF308/EBRF70907, with at least 55% for FIN308/EFIN70907.

OR

BComHons (Accounting) (see Rule F35 Study code 6506) if option A has been selected and with the understanding that a combined average of 58% must be obtained in EACC80808, EAUD80808, EBEL80808 and EMAF80808, with at least 55% for EACC80808.

Curriculum

This programme is accredited by the South African Institute of Chartered Accountants (SAICA). The degree comprises of **four** year modules or equivalent).

Module	Semester 1	Semester2
Advanced Financial Accounting	EFIN80808	EFIN80808
Advanced Management Accounting	EBRF80808	EBRF80808
Advanced Taxation	EBLS80808	EBLS80808
Advanced Auditing	EODT80808	EODT80808

Please note:

Students who repeat the BAccHons to qualify for admittance to the qualifying examination have to enrol for module codes 80908 in place of the 80808 codes.

Information: *Admission to the qualifying examination of the SA Institute of Chartered Accountants.*

Please refer to the study guide for full detail.

Students should obtain a combined average year mark of at least 40% in all four modules above to qualify for the November examinations. Students may change at any time during the year from BAccHons to BComHons (Accounting) if and when they do not qualify to write the BAccHons (examinations in November).

Rule F37	BComHons Management Accounting Study code 6518
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Prerequisites

A relevant Bachelor's degree with Accounting at NQF Level 6 (old) passed with at least 55% at third-year level, with permission from the Programme Director: Training of Accountants. Students who obtained a BCom(Acc) or BAcc degree from this university in 2013, and thereafter, will have credits for the prerequisite papers, namely F1, P1 and E1 of the Chartered Institute of Management Accountants (CIMA). Students from other institutions should seek credit for papers F1, P1 and E1 from CIMA or passed it through CIMA's own examinations processes.

Curriculum

The Honours degree is aligned with the syllabus of the Chartered Institute of Management Accountants (CIMA) and aimed at the Advanced Diploma in Management Accounting of CIMA. The degree consists of the under mentioned six one year modules plus a dissertation in Management Accounting or Financial Management.

Module	Semester 1	Semester 2
Financial Management – Paper F2	EFNA80808	EFNA80808
Performance Management – Paper P2	EMAD80808	EMAD80808
Enterprise Management – Paper E2	EIMA80808	EIMA80808
Plus		
Dissertation in Management Accounting	EMSK80808	EMSK80808

Note: Students will not be awarded this degree if the necessary credits for Papers F1, P1 and E1 were not obtained from CIMA.

Study material prescribed by CIMA, is used according to strict guidelines of CIMA.

Classes are presented only in English. Students are assessed within the assessment framework of the university while CIMA staff will act as external assessors. After completion of the BComHons (Management Accounting) a student only has to successfully pass the “Professional Strategic Level” of CIMA and relevant practical experience in order to become a full member of CIMA.

Rule F38	BComHons (Taxation)	Study code 6521
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Prerequisites

Refer to subject prerequisites for special modules mentioned on page 7. Students should have passed BEL308/EBEL70807 with at least 55%. Students from other institutions should obtain special permission from the Programme Director: Accountancy

Curriculum

This programme is accredited by the South African Institute of Tax Practitioners (SAIT). The degree comprises the following three year modules plus a dissertation in Taxation:

Module	Semester 1	Semester 2
Taxation	EBEL80808	EBEL80808
Advanced Corporate Taxation	ETXC80308	ETXC80308
Estate Planning	ETXE80308	ETXE80308
Salary Structuring	ETXS80308	ETXS80308
Tax Administration	ETXA80308	ETXA80308
Comprehensive integrated case study in Tax	ETXI80308	ETXI80308
Plus		
Dissertation in Taxation Honours	ETSK80808	ETSK80808

Note that students must have passed BLS308 or passed EBEL70807 with 55%.

Rule F39	BComHons Marketing Study code 6504
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Information

Prospective students must apply in writing to the departmental head, Department of Business Management. Honours modules can only be taken with the appropriate undergraduate subjects as foundation. (See prerequisites above).

Curriculum

The degree comprises six modules plus a short dissertation. All modules are not necessarily presented every year and choices can be influenced by several reasons, such as the availability of staff.

Module	Semester 1	Semester 2
Strategic Marketing Management		EBUS82408
Consumer Behaviour	EBUS85408	
Integrated Marketing Communication*	BKB621	BKO621
Dissertation	EBUS80808	EBUS80808
Service Management	EBUS87408	
Internet Commerce		EBUS86408

*Students who register for BKB621 without undergraduate foundation in Marketing Communication should contact the Department of Communication Science to make the necessary arrangements.

Master's Degrees

A Master's degree offers students who are already in possession of their Bachelor's and Honours degrees, the opportunity to further their studies in a specialised field of their preference. In the case of career-oriented Master's degrees such as the MPA or MBA degrees, an Honours degree is not a precondition.

A Bachelor's degree provides a student with a solid general foundation, and an Honours degree offers advanced knowledge in a specific subject or area. Additional postgraduate study for a Master's degree is an invaluable way of focusing more scientifically on one's field of specialisation. It is also the prerequisite degree for the highest academic degree, namely a PhD.

The following Master's degrees are offered in this faculty:

Degree	Min. years	Abbreviation	Degree code
Master of Commerce	1	MCom	6700
Master of Commerce Industrial Psychology		MCom (Industrial Psychology)	6700
Master of Administration	1	MAdmin	6711
Master of Public Administration*	2	MPA	6722
Master of Accounting	1	MAcc	6780
Master of Business Administration*	2	MBA	6781
Master of Development Studies	2	MDS	6788
Master of Commerce specialisation in Economics	2	MCom	6794
Master of Commerce specialisation in Applied Econometrics	2	MCom	6796
Master of Commerce specialisation in Financial Economics and Investment Management	2	MCom	6797

Except in the case of MPA or MBA degrees, only the Master's degree that corresponds to the previously obtained Bachelor's and Honours degree will be conferred. In exceptional cases only and for very well substantiated reasons, special permission may be granted for candidate to be accommodated in a non-corresponding Master's degree. (General RuleA80).

**Except for degrees such as MPA or MBA, a Master's degree is obtained in a specific

discipline or subject.

A Master's degree can be obtained in two ways:

- (a) a module option, comprising four, six or more cases also year modules) plus a dissertation or extended dissertation

OR

- (b) a full dissertation.

The module Master's option is only available in certain disciplines, for example Economics, as well as with the Master in Public Administration (MPA).

Rules

Unless otherwise stated the General Rules of the University regarding Master's degrees apply in this faculty.

Admission

Permission to register for a Master's degree must be obtained from the departmental head prior to registration, in a subject which was taken at third-year level for the Bachelor's degree and in which the Honours degree was obtained. In the case of a theme-based Honours degree the decision concerning admission rests with the departmental head in which the Master's degree will be obtained. For admission to the MAcc and MPA degrees refer to Rules F15.12 and F15.18.

All candidates registered according to the dissertation option should, in collaboration with the study leader(s), prepare at least one article for publication in an approved research journal before the dissertation is submitted for examining.

Detail regarding the process to register and complete a Master's thesis

Students wishing to complete a Master's thesis (i.e. a full thesis, not the dissertation that accompanies a structured Master's), must comply with the following procedures:

- 1) Submit his/her academic record as part of an application to the relevant department and on the basis of the academic record obtain permission from the head of the relevant department to proceed with the process.
- 2) The relevant department may also require the applicant to write a TALPS test, the results of which will be used, together with the student's academic record, to gain permission from the head of the department to proceed with the process.

- 3) Do the preregistration of the Master's (PRE796).
- 4) Within 6 months of doing the preregistration, submit a research proposal to the relevant departmental committee dealing with Master's research proposals and do a presentation on the proposal to the committee. The 6 months can be extended by another 6 months if the student has to resubmit his/her proposal – see below for more detail on resubmission. Note that 6 (+6) months is the maximum – the student can at any time during the preregistration submit the research proposal.
- 5) Submission, resubmission and approval of research proposals by the departmental Master's committee should occur within the 6 (+6) months of the preregistration. If after the 6 (+6) month period no research proposal was approved, the student cannot continue with a Master's. (Of course, heads of departments can use discretion to allow continuation if sufficient grounds exist for doing so.)
- 6) The committee should then consider approval of the proposal. Once approval is granted, the student is allowed to continue with his/her study. If approval is not granted, the student can be given a date within six months to resubmit the proposal. Thus, the research proposal should be finalised and approved within one year of registration.
- 7) Following approval by the departmental committee, the title, the supervisor(s) and assessors must be submitted for approval at the first upcoming meeting of the faculty's Research Committee. The internal supervisor should do the title registration and the registration of the supervisor(s) and assessors simultaneously.
- 8) The degree must be completed within the period prescribed by university regulations.

Detail required from a research proposal that accompanies a title registration

Please take note that when you register the title of your PhD or Master's thesis, that your submission is accompanied by a research proposal of maximum 15 000 words (excluding the bibliography) in which you cover the following aspects:

- 1) A problem statement and rationale for the study.
- 2) The primary objective of the study, possibly expanded upon with secondary objectives.
- 3) The method to be employed.
- 4) A consideration of the viability of the study in terms of the literature available, the data needed and the financial and other resources required to reach the stated objectives of the study.

5) A description of the contribution (value added) that the study will make.

Please note that the above points listed are not necessarily headings that must appear in the proposal – thus, there is no prescribed format for the proposal. However, the committee will consider whether or not the above aspects have been covered in the proposal.

Curricula: Master's Degrees

The following is a list of specialised fields in which Master's degrees can be obtained.

Rule F40	MCom Industrial Psychology Study code 6700
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Information

Admission to this Master's degree study is subjected to approval by the departmental chair based on a satisfactory study record. Prospective students must apply for admission to the degree in writing prior to registration. A letter of application as well as an academic record and certified copies of degree certificates should be send or faxed to the departmental chair of the Department of Industrial Psychology.

Admission and registration is also subjected to the submission of an approved research proposal.

EBSK90009	A Master's dissertation furnishing proof that the candidate is capable of producing scientific research
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Rule F41	MCom Economics Study code 6794
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Information about the following degrees:

- Master's degree in Economics
- Master's degree in Applied Econometrics
- Master's degree in Financial Economics and Investment Management.

Admission to Master's degree study is subject to approval by the chair of the department. To be admitted, a student should have obtained an average of at least 65% in his/her Honours degree. In addition, a student wishing to be admitted to complete the dissertation option (ECO90009), should also have obtained at least 65% in his/her Honours minor dissertation (or equivalent) (see above for more detail on the process). Prospective students must apply for admission to the degree in writing prior to registration. Students who completed their undergraduate degree at the UFS, can obtain application forms from the chair of the Department of Economics. Students who completed their undergraduate studies at another university need to apply through student administration, with an application form available on the university's website at www.ufs.ac.za.

Students wishing to be admitted to the dissertation option (i) below must first do a six-month pre-registration module during which the student needs to prepare and submit a research proposal. The code for the pre-registration module is PRE796. Only upon approval of the research proposal by both the Department of Economics and the Faculty's research committee, will the student be allowed to register for ECO90009 (see above for more detail on the process involved with the completion of a full Master's dissertation). Furthermore, students wishing to enrol for any of the Master's degrees should have completed all the compulsory modules (or their equivalent) of the corresponding Honours degree.

If a student completed an Honours degree in one field of specialisation presented in the department, but he/she wishes to complete a Master's degree in another field that is also presented in the department, he/she may only do so with permission of the chair of the department. In addition, prior to enrolment the student must first complete all the compulsory modules (or equivalents) of the Honours degree corresponding to the Master's degree for which he/she wishes to enrol.

Detailed information concerning the methods of presentation and the optimal compilation of a degree package is available from the chair of the Department of Economics.

Curriculum

A Master's degree in Economics, Applied Econometrics, Financial Economics and Investment Management, can, subject to the approval of the chair of the department, be obtained by following either option (i) or (ii) below.

Options:

- i) ECO90009 A dissertation on an approved topic based which must be the result of original research.
- ii) Four modules (24 credits each) plus a comprehensive dissertation (96 credits) on an approved subject falling within the field of specialisation of the degree.

The choice of modules must be approved by the chair of the department and must be compiled in accordance with the tables of the relevant degrees set out below. All modules are not necessarily offered every year, and choices can be influenced by the availability of personnel and other internal conditions. Subject to the approval of the chair of the Department of Economics, the degree can be completed over a period of twelve, eighteen or twenty four months, depending on the student's academic background.

Rule F42	MCom Specialised field: Economics Study code 6794
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Module description	Module codes	
	Semester 1	Semester 2
Macroeconomics II	EECO91109	
		One of the following
Applied Microeconomics and Competition Policy		EECO92109
Financial Systems and Monetary Policy		EECO92509
	One of the following	
International Monetary Relations	EECO91209	
Health Economics	EECO91309	
Development Economics	EECO91409	
Public economics II (Public finance)	EECO91509	
Advanced Econometrics	EECO91609	
Capita Selecta	EECO91709	
		One of the following
Advanced Time-series Analysis		EECO92209
Cross-section- and Panel Data Analysis		EECO92309
Capita Selecta		EECO91709
PLUS		
Comprehensive dissertation in Economics	EECO90109 (runs over both semesters)	

Dissertation counts 96 credits. All other subjects count 24 credits.

Rule F43	MCom Specialised field: Econometrics Study code 6796
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	Module codes	
	Semester 1	Semester 2
Macroeconomics II	EECO91109	
		One of the following
Applied Microeconomics and Competition Policy		EECO92109
Financial Systems and Monetary Policy		EECO92509
	One of the	
International Monetary Relations	EECO91209	
Health Economics	EECO91309	
Development Economics	EECO91409	
Public economics II (Public finance)	EECO91509	
Advanced Econometrics	EECO91609	
Capita Selecta	EECO91709	
		One of the following
Advanced Time-series Econometrics		EECO92209
Cross-section and panel data		EECO92309
Capita Selecta		EECO91709
PLUS		
Comprehensive dissertation in applied econometrics	EECO90209 (runs over both semesters)	

Dissertation counts 96 credits; all other subjects count 24 credits.

Rule F44	MCom Specialised field: Financial Economics and Investment Management Study code 6797
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Module description	Module codes	
	Semester 1	Semester 2
Macroeconomics II	EECO91109	
Readings in Investment Management	EECO91809	
Advanced Time-series Econometrics		EECO92209
		One of the following
Financial Systems and Monetary Policy		EECO91409
International Finance		EECO92509
Capita Selecta		EECO91709
Applied Microeconomics and Competition Policy		EECO92109
PLUS		
Comprehensive dissertation in Financial Economics and Investment Management	EECO90309 (runs over both semesters)	

Rule F45	MCom Business Management Study code 6700
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General Information

Prospective students must apply in writing for admission to the degree to the departmental head prior to registration. Application forms are available from the departmental head, Department of Business Management. The degree can be taken full-time or part-time.

Curriculum

To obtain a Master's degree in Business Management a candidate he following condition must be met:

EBUS90009	A dissertation on an approved topic based on original research in a study field of Business management.
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Rule F46	MCom Accounting Study code 6770
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REK791	A dissertation or at least three publishable articles based on original research.
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Rule F47	MAcc Study code 6740
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REK700	A dissertation or at least three publishable articles based on original research.
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Rule F48:	MPA Master of Public Administration Study code 6722
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Information

The MPA degree is an established career-oriented postgraduate degree aimed at high-level management in the public sector. It is intended for graduates who have not necessarily had an undergraduate background in public administration or management, but who have gained relevant career experience in the public sector or related areas and who want to strengthen their management abilities.

To be admitted to the MPA degree a student had to obtain at least an average of 65% for his/her Bachelor's degree and have to pass a proficiency test. The student needs to have at least five years career experience in the public sector on a managerial level of Assistant Director and higher.

Prospective students must apply in writing for admission to the degree before 30 April / 30 September prior to registration in the following year. Application forms are available at the Department Public Administration and Management. Permission to register for a MPA degree must be obtained from the Head of the Department prior to registration. A student for the MPA degree must be registered for a minimum of two years.

The MPA degree consists of six modules plus a comprehensive dissertation on an approved subject (186 credits). To be able to continue with the dissertation in the second year of study, the student must have achieved an average of 60% for the EPAR91409 (research methodology), or equivalent module if that student completed his/her studies at another university. The programme consists of the following core modules in the first year:

Module	Semester 1	Semester 2
Research Methodology in Public Administration and Management (Advanced)	EPAR91409	
Public Policy Management & Service Delivery	EPAP91409	
Public Financial Administration and Management	EPAF91409	
Public Human Resource Management		EPAH92409

Organisational Analysis & Inter-Governmental Relations		EPAO92409
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In the second year of study the student should do a comprehensive dissertation.

Module	Semester 1	Semester 2
Comprehensive Dissertation	EPAM92009	EPAM92009

The subject for the comprehensive dissertation must be chosen in conjunction with the study leader. The comprehensive dissertation must be completed within two years after successful completion of the written examinations, failing which students will only be granted re-admission for a following year if proof can be provided that satisfactory progress is being made with the comprehensive dissertation.

Rule F49:	MAdmin Administration Study code 6711
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Information: Master of Administration (MAdmin) study code 6711

To be admitted to the Master's degree a student had to obtain at least an average of 65% for his/her Honours degree and have to pass a proficiency test. In addition a student must have obtained an average of 60% for the EPAR91409 (research methodology), or equivalent module if that student completed his/her studies at another university.

Applications will only be accepted twice a year. Prospective students must apply in writing for admission to the degree (before 30 April / September) prior to registration in the following year. Application forms are available at the Department Public Administration and Management. Permission to register for a Master's degree must be obtained prior to registration. Please contact the University's information office at 051-401 3000 to obtain a university application form.

A student for the Master's degree must be registered for a minimum of one year.

The MAdmin degree consists of a dissertation. All candidates registered according to the dissertation option should, in collaboration with the study promoter(s), prepare at least one article for publication in an approved research journal before submitted for examining.

Module	Semester 1	Semester 2
Dissertation	EPAM94509	EPAM94509

Rule F50	MDS Master's in development studies Study code: 6788
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Information

The Centre for Development Support is presenting an inter-disciplinary Master's in Development Studies Programme with lecturers from 16 different departments and centres at the University and several other collaborating Universities facilitating module material. The programme eliminates the large demand for qualified development managers and development workers in the public, NGO and private sector in Southern Africa. In completing the programme candidates will be competent in designing, implementing and evaluating development policies and development initiatives and research in a human-centred manner.

Admission

Over and above the general regulations regarding admission to this university and the admission to Master's degree, the following admission requirements must be met:

- A recognised three year tertiary degree, equal to 360 credits on NQF Level 7 or Post graduate Diploma or Recognition of Prior Learning (RPL) equivalent.
- A satisfactory academic record.
- Five (5) years of work-related learning experience in development.
- Appropriate English language proficiency.

A selection takes place at the end of the year and the admission requirements apply. An admission committee will assess all applicants' prior learning against a set of outcomes written according to level descriptors at the NQF Level 7. A policy of limited enrolment will be practised.

Curriculum

In order to obtain a Master's degree in Development Studies, the programme consists of five core modules in the first year and two elective modules, as well as a mini-dissertation in the second year.

The curriculum comprises the option to do seven modules and a mini-dissertation/ 1 (one) publishable article, or 5 (five) modules and a dissertation/2 (two) related publishable

articles.

The programme will consist of the following **core modules in the first year**:

CODE	NAME OF MODULE	CREDITS
MDS 701	Development, Underdevelopment and Poverty	24
MDS 702	Governance and Development	24
MDS 703	Development and Natural Environment	24
MDS 704	Applied Development Research	24
MDS 705	Project Management for Development	24

In the second year of study, students can, in consultation with the Programme Director and Study leader(s), choose between:

- a) doing a mini-dissertation/publishable article (72 credits) and 2 (two) elective modules (24 credits each) from below
OR
- b) dissertation or 2 (two) related publishable articles (120 credits)
OR

Second year elective modules:

CODE	NAME OF MODULE	CREDITS
MDS 706	Rural and Agrarian Development	24
MDS 707	Gender and Development	24
MDS 708	Tourism Development	24
MDS 709	Entrepreneurship and Development	24
MDS 710	Urban Development Management	24
MDS 711	Local Economic Development and Housing Policy	24
MDS 712	Health, HIV and AIDS and Development	48
MDS 714	Migration and Development	24
MDS 715	Conflict and Development	24
MDS 791	Mini-dissertation / Publishable article	72

Dissertation or 2 (two) related publishable articles: MDS 794 (120 credits).

Research Master's in Development Studies: MDS 700 (Research without module work modules) (240 credits)

Students selecting this option have to submit a Research Master's dissertation or the equivalent of three related articles, on one approved topic, and presented in a format suitable for publication as accredited articles.

PhD Degrees

Degree	Abbreviation	Degree code
Doctor of Philosophy	PhD	6960

Rules

Unless otherwise specified, the general Rules regarding PhD degrees are applicable to this faculty.

Admission

Admission to a PhD degree is subject to approval by that particular Chair of the department, in which the PhD is envisaged, based on a satisfactory academic background and the submission of an approved research proposal in conjunction with the prescribed procedures of that particular department.

All candidates registered according to the dissertation option should, in collaboration with the promoter(s), prepare at least one article for publication in an approved research journal before the thesis is submitted for examining.

Students with an MPA degree can, with the permission of the departmental head be granted admission to the PhD degree.

Rule F51	PhD Doctor of Philosophy Study code 6960
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A PhD is the degree intended for persons who would like to pursue further studies after completing a Master's degree, irrespective of the name of the undergraduate or graduate degree. A PhD degree can be granted in this faculty on the grounds of a thesis or a number of publishable articles in one of the following disciplines in the following departments:

Anthropology, Industrial Psychology, Industrial Communication, Economics, Agricultural Economics, Business Management, Political Science, Public Administration and Management, Computer Science and Informatics, Accounting, Psychology, Sociology, Statistics, Mathematics.

Students who wish to pursue the publishable article route, should do so in compliance with UFS guidelines.

Detail regarding the process to register and complete a PhD thesis

Students wishing to complete a PhD must comply with the following procedures:

- 1) Submit his/her academic record as part of an application to the relevant department and on the basis of the academic record obtain permission from the head of the relevant department to proceed with the process.
- 2) The relevant department may also require the applicant to write a TALPS test, the results of which will be used, together with the student's academic record, to gain permission from the head of the department to proceed with the process.
- 3) Do the preregistration of the PhD (PRE996).
- 4) Within 12 months of doing the preregistration, submit a research proposal to the relevant departmental committee dealing with PhD research proposals and do a presentation on the proposal to the committee. The 12 months can be extended by another 6 months if the student has to resubmit his/her proposal and do another presentation – see below for more detail on resubmission. Note that 12 (+6) months is the maximum – the student can at any time during the preregistration submit the research proposal.
- 5) Once the departmental committee has granted approval of the proposal, the proposal is forwarded to the Faculty's Research Committee. This Research Committee sits twice a year to deal with new PhD research proposals (June and November). At one of these two meetings the student should again present his/her research proposal. The supervisor also attends this presentation. Once

this committee grants approval, the student is allowed to register for his/her PhD.

- 6) If approval is not granted, the student may be requested to resubmit the proposal.
 - a. If changes required are small, the resubmission is done only in writing at the next meeting of the Research Committee (which is usually in March (following the November meeting) or September (following the June meeting)). The changed written proposal as well as a cover letter from the student setting out how the student addressed the issues raised by the committee must be submitted to the committee at least two weeks before the meeting.
 - b. If the changes required are more substantial the committee may require that along with the resubmission the candidate present the proposal again to the committee. The candidate has a choice: S/he can make the presentation at the immediate next meeting of the Research Committee (which is usually in March (following the November meeting) or September (following the June meeting)) or at the following meeting dealing with new PhD research proposals. Thus, for instance, should the candidate present for the first time in June and should the committee require that the candidate present the proposal again, the candidate can choose to present again either at the September or the November meeting.
 - c. Note however, that should the candidate's proposal be turned down for a second time at the March (or September) meeting, the candidate will not get an opportunity to present again in June (or November).
 - d. When the proposal is presented for the first time, the committee has the authority to reject the proposal outright if the proposal is academically seriously lacking. Outright rejection implies that the candidate cannot register for a PhD and also does not get a second opportunity to present the proposal again.
 - e. Rejection of the proposal at the second presentation of the proposal implies that the candidate cannot register for the PhD.
- 7) Once the Faculty's Research Committee has approved the proposal, the title of the thesis as well as the supervisors will be registered. Assessors can be registered later.
- 8) Submission, resubmission and approval of research proposals by the departmental PhD committee and the Faculty's Research Committee should occur within the 12 (+6) months of the preregistration. If after the 12 (+6) month period no research proposal was approved, the student cannot continue with a

- PhD. (Of course, heads of departments or the Faculty's Research Committee can use discretion to allow continuation if sufficient grounds exist for doing so.)
- 9) If, after the Faculty's Research Committee has accepted the proposal, the candidate makes small changes to the title of the thesis, the relevant departmental PhD committee and the Faculty's Research Committee must approve these changes. The student need not submit a new research proposal. Such small changes should not involve substantial changes to the topic. Should significant and substantial changes be made to the title and content of the thesis (i.e. a change of topic), the student may be required to submit a new proposal and undergo the full approval process anew.
 - 10) The degree must be completed within the period prescribed by university regulations.

Detail required from a research proposal that accompanies a title registration

Please take note that when you register the title of your PhD or Master's thesis, that your submission is accompanied by a research proposal of maximum 15 000 words (excluding the bibliography) in which you cover the following aspects:

- 1) A problem statement and rationale for the study.
- 2) The primary objective of the study, possibly expanded upon with secondary objectives.
- 3) The method to be employed.
- 4) A consideration of the viability of the study in terms of the literature available, the data needed and the financial and other resources required to reach the stated objectives of the study.
- 5) A description of the contribution (value added) that the study will make.

Please note that the above points listed are not necessarily headings that must appear in the proposal – thus, there is no prescribed format for the proposal. However, the committee will consider whether or not the above aspects have been covered in the proposal.

Postgraduate Diplomas

Diploma	Min. period of study	Abbreviation	Study Code
Postgraduate Diploma in Tax Strategy and Management	1 year	PGDip Tax	6260

Rules

Unless otherwise specified, the general University Rules regarding the advanced diploma are applicable in this faculty.

Rule F52	PGDip Tax Postgraduate diploma in tax strategy and management Study code 6260
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Information

South African tax legislation has undergone fundamental changes over the past decade. This degree will bring all parties involved in the field of taxation up to date with the latest developments. Tax consultants will be empowered to optimally position themselves and their clients from a strategic tax perspective-now, and in the future.

Rules

Unless otherwise specified, the General Rules of the University regarding advanced and higher diplomas are applicable in this faculty.

Admission

Any BCom /BAcc Degree that includes taxation as module;

Or

Equivalent degree that includes taxation as a major module;

Or

Relevant work experience in the taxation field (supported by a portfolio) that can be recognised in terms of prior learning as equivalent to the first criteria.

All submissions are subject to a selection process

Curriculum

The minimum duration of the degree is 12 months, and it consists of 132 credits on NQF Level 8.

The maximum consecutive period to obtain the Diploma by completing each module, is 3 (three) years.

This programme is accredited by the South African Institute of Tax Practitioners (SAIT)

The following modules are compulsory:

Module code	Module Name
ETXB80308	Advanced corporate tax made easy
ETXC80308	Basic corporate tax
ETXE 80308	Estate planning in perspective
ETXF80308	Farming for tax pleasure
ETXN80308	Calculating individual tax
ETXT80308	Investments and their tax implications
ETXS80308	Salary structuring in tax perspective
ETXG80308	Tackling capital gains tax
ETXA80308	Tax admin! What are my rights?
ETXV80308	Value added tax(VAT) – the essentials
ETXI80308	Comprehensive integrated case study in tax

All modules can also be attended as short learning programmes. Recognition of prior learning (RPL) would then be used for students that wish to register for the full degree at a later stage.

An approved module or modules from another department may be included in the study with the permission of the programme Director and the departmental head concerned. The appropriate module code must be used.

Registrations

The final registration date of the Business School does not necessarily correspond with the final registration date of the University, but will not be later than the final registration date of the University.

Students from other higher educational institutions who wish to register at this University and students of this University who interrupted their studies for a year or longer, are subject to the stipulations of Rule A82(c), bound to comply with the regulations that apply at the time of the mentioned registration unless, on recommendation of the Director, the Dean should decide otherwise.

A student may only register twice for a specific module. In other words, you only have two chances to register and pass the exam on the specific module.