



2018

UNIVERSITY OF THE FREE STATE
FACULTY OF
ECONOMIC AND
MANAGEMENT
SCIENCES



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UNIVERSITY OF THE
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UNIVERSITEIT VAN DIE
VRYSTAAT
YUNIVESITHI YA
FREISTATA





Against the background of our mission to be a dynamic, innovative, and quality-driven faculty, we cover a diverse academic spectrum, from public and private sector management, to specialised training for accountants at both undergraduate and postgraduate level, and aim to provide relevant, market-driven capacity and competence through, inter alia, research.

The development of research is crucial to the mission of the faculty and the university, namely excellence in teaching, applied research, and our contribution to social and economic development in society. All of this is founded on the creation, development, and application of knowledge – the very essence of research, of discovery, and creativity. Taking cognisance of this, the Faculty of Economic and Management Sciences accepts the challenge to be relevant, yet different in a highly competitive local and global society.

So, join us in this endeavour and become part of a winning team. Please contact the faculty and we will assist you in making the right choice!

DEAN: PROF HJ KROUKAMP



FACULTY OF ECONOMIC AND MANAGEMENT SCIENCES

First Bachelor degrees in this faculty are aimed at developing students' intellectual skills through scientific teaching and learning so that they will be thoroughly prepared for various careers in the broad field of Economics and Management. These careers are found in the private sector, certain professions, the public sector, as well as secondary and higher education.

Students may obtain first-degree qualifications in one of three teaching programmes: Private Sector Management, Public Sector Management, and Training of Accountants.

The faculty offers a number of first Bachelor degrees in the three teaching programmes. In each of these programmes, students may specialise in specific fields as indicated in brackets after the reference to the degree. The faculty is continuously supporting students to succeed in their studies through exposure to international exchange programmes, appointing excellent lecturers, and close collaboration between the Private and Public Sector Enterprises. Fulbright Scholarships were awarded to two staff members, Professors Philippe Burger and Frikkie Booysen. The faculty walked away with six Institutional Teaching and Learning Awards in 2015. In addition to these successes, the faculty boasts with seven NRF-rated staff members. All of the above contributes to the quality learning and teaching experience you can expect from us. It will be a privilege to be part of your academic career at Kovsies!

Only the brightest young minds can face the economics of change. In the Faculty of Economic and Management Sciences we bring theory and practice together.

Contact the Faculty Manager for more information:

Lizette Pretorius

Tel: +27 51 401 2173

Email: LPretorius@ufs.ac.za



APPLICATION AND ADMISSION TO STUDY AT THE UFS

APPLICATION TO STUDY AT THE UFS IS FREE FOR SA, SADC, AND NON-SADC STUDENTS

ONLINE application: Go to www.ufs.ac.za. Follow the link 'how to apply' – online application. For assistance, contact +27 51 401 9538.

Remember to upload copies of:

- Your ID or passport
- Your parent's ID or passport if you are younger than 18 years
- Your Grade 11 final results and Grade 12 June results, both with the school's stamp
- Your academic records if you are a current student at another institution of higher learning

WRITTEN application: Go to www.ufs.ac.za. Follow the link 'how to apply' and download the application. Complete and sign it, and post it with all the relevant documentation to: The Application Office, PO Box 339, Bloemfontein 9300.

Remember to include copies of:

- Your ID or passport
- Your parent's ID or passport if you are younger than 18 years
- Your Grade 11 final results and Grade 12 June results, both with the school's stamp
- Your academic records if you are a current student at another institution of higher learning

ADMISSION

Pay attention to the following important information:

- Higher Education South Africa (HESA) sets specific admission requirements that you should meet if you want to study at any South African university. If you finished school in or after 2008, and have a National Senior Certificate (NSC), you need the following to apply for admission to a Bachelor's Degree at any South African university:
 - Four (4) of the seven (7) subjects included in your NSC subject package should be from the designated subject list.
 - A performance level of at least 4 (50%) in each of these four (4) subjects
- All admission requirements apply to first-year students in 2018.
- Admission to study at the UFS is dependent on the following:
 - Your application should meet all the minimum requirements for the programme
 - The programme must have available space and capacity to admit students
 - You have to submit valid school results with your application
- The UFS reserves the right to change the minimum requirements of each programme without notifying you.
- Applications for all non-selection programmes close on 29 September 2017.

An admission point (AP) consisting of seven levels is used. Points will be awarded for six academic modules.

Note: No points will be awarded for achievement levels lower than 30%:

Percentage	7 (90–100%)	7 (80–89%)	6 (70–79%)
AP	8	7	6

5 (60–69%)	4 (50–59%)	3 (40–49%)	2 (30–39%)
5	4	3	2

One point is awarded for Life Orientation (LO) from achievement level 5 (60%) or higher.



GENERAL ADMISSION REQUIREMENTS

For the mainstream programmes offered in the faculty, you require:

- National Senior Certificate
- Minimum AP of at least 29
- Language of instruction on minimum level 4 (50%)

ABBREVIATIONS

From this point forward, we will use these abbreviations instead of the full terms:

- NSC: National Senior Certificate
- AP: Admission Point
- BC: Bloemfontein Campus
- QC: Qwaqwa Campus
- SC: South Campus
- AL: Academic Literacy Test (NBT)
- QL: Quantitative Literacy Test (NBT)
- MT: Mathematics Test (NBT)

The faculty offers programmes on all three UFS campuses, i.e. Bloemfontein, South, and Qwaqwa Campuses. The following programmes are presented on the Bloemfontein Campus:



PROGRAMMES IN PRIVATE SECTOR MANAGEMENT

Qualifications in Private Sector Management are awarded in various fields of specialisation. All of these are accommodated within the degree Bachelor of Commerce (BCom). This is a highly acclaimed and comprehensive basic degree in management, and is aimed at careers in the fields of Economics and Management, particularly in the private sector, academic careers at universities and universities of technology, as well as teaching.

Private Sector Management: Bachelor of Commerce (BCom)

Programme Description		Minimum Admission Requirements				
Programme	Academic Plan Code	AP	Language of instruction	Mathematics	Compulsory National Benchmark Test	Campus
BCom	BC630000	29	4 (50%)	4 (50%)	AL, QL, MT	BC
BCom with specialisation in Economics	BC630020	29	4 (50%)	4 (50%)	AL, QL, MT	BC
BCom with specialisation in Investment Management and Banking	BC630021	29	4 (50%)	4 (50%)	AL, QL, MT	BC
BCom with specialisation in Marketing	BC630010	29	4 (50%)	4 (50%)	AL, QL, MT	BC
BCom with specialisation in Entrepreneurship	BC630011	29	4 (50%)	4 (50%)	AL, QL, MT	BC
BCom with specialisation in Human Resource Management	BC630030	29	4 (50%)	4 (50%)	AL, QL, MT	BC
BCom (Law)	BC637070	33	4 (50%)	4 (50%)	AL, QL, MT	BC
BCom Extended Curriculum Programme*	BC6300E3	25	4 (50%)	3 (40%)	AL, QL, MT	BC

Note: *If you qualify for the Extended Curriculum Programme, you will attend all classes on the UFS South Campus for the first two study years. If you complete the first two years of the BCom Extended Curriculum Programme, you may change to any mainstream BCom degree, except to the BCom (Law) and BAcc degrees.

BCom

- This is the general BCom option and is ideally suited to anyone who requires a basic degree in general management, but who does not wish to specialise in a specific field.
- The student is therefore prepared for various careers in this broad field.
- Specialisation may then follow at postgraduate level, if required.

First academic year (compulsory modules)	
Business functions	Introduction to macroeconomics
Economic systems and basic microeconomics	Introduction to human resource management
Accounting	Introduction to individual differences
Business calculations	UFS101
Academic literacy	
Second academic year (compulsory modules)	
General management	Fundamental business activities
Microeconomics	Macroeconomics
Accounting	Career psychology
Managerial accounting	Labour relations management
Third academic year (compulsory modules)	
Strategic management	Entrepreneurship
International economics	Small business management
Personal finance	South African macroeconomic policy issues
Choose one subject field from:	
Accounting	Statistics for economics and Introduction to mathematical economics
Performance management and organisational psychology	

BCom with specialisation in Economics

- This degree is aimed at people who wish to specialise in the field of Economics and who envisage working as an economist, economic policy analyst or forecaster, or who are interested in a career as a researcher in Economics, or as an academic economist.
- With a postgraduate qualification in Economics in particular, a student is well placed for career opportunities in these fields, especially in large business enterprises, financial institutions or the public sector.

First academic year (compulsory modules)	
Economic systems and basic microeconomics	Introduction to macroeconomics
Business functions	General management
Introduction to human resource management	Introduction to individual differences
Business calculations	UFS101
Academic literacy	
Second academic year (compulsory modules)	
Microeconomics	Macroeconomics
Money and interest rates	Financial markets, instruments, and institutions
Accounting	Entrepreneurship
Fundamental business activities	Personal finances

Third academic year (compulsory modules)	
International economics	South African macroeconomic policy issues
Statistics for economics	Introduction to mathematical economics
Investment management	Strategic management
Risk management in banking	

BCom with specialisation in Investment Management and Banking

- This degree is aimed at people who are interested in a career in the banking sector, other financial institutions, or other fields in the financial sector.
- The degree is also ideally suited to those students who wish to follow a career in the Reserve Bank (including monetary policy).
- With a postgraduate qualification in Economics, a student is well equipped for any of these career opportunities.

First academic year (compulsory modules)	
Economic systems and basic microeconomics	Business calculations
Business functions	Introduction to individual differences
Introduction to macroeconomics	UFS101
Introduction to human resource management	General management
Academic literacy	

Second academic year (compulsory modules)	
Microeconomics	Macroeconomics
Accounting	Financial planning law
Business ethics	Financial markets, instruments, and institutions
Personal finance	Money and interest rates

Third academic year (compulsory modules)	
International economics	Financial instruments, markets, and institutions
South African macroeconomic policy issues	Managerial finance
Introduction to mathematical economics	Basic taxation
Risk management in banking	Statistics for economics

BCom with specialisation in Marketing

- This degree is the ideal choice for students who wish to embark upon careers in the world of marketing management and international marketing.
- A subsequent postgraduate qualification in Marketing Management offers good preparation for a career in the private sector.

First academic year (compulsory modules)	
General management	Fundamental business functions
Business functions	Introduction to individual differences

Introduction to human resource management	Marketing communication
Business calculations	UFS101
Academic literacy	
Second academic year (compulsory modules)	
Personal selling	Brand communication
Innovation management	Economic systems and basic microeconomics
Introduction to macroeconomics	Accounting
Labour relations management	Personal finance
Third academic year (compulsory modules)	
Digital marketing	Strategic marketing
Integrated marketing communication	Relationship marketing
Microeconomics	Macroeconomics
Entrepreneurship	

BCom with specialisation in Entrepreneurship

- This degree is ideally suited to students who wish to embark upon careers in the world of entrepreneurship and starting a new business.
- A postgraduate qualification in Business Management offers good preparation for a career in the private sector.

First academic year (compulsory modules)	
Business functions	General management
Fundamental business functions	Economic systems and basic microeconomics
Introduction to macroeconomics	Introduction to human resource management
Introduction to individual differences	Business calculations
UFS101	Academic literacy
Second academic year (compulsory modules)	
Innovation management	Entrepreneurship
Accounting	Career psychology
Labour relations management	Small business management
Third academic year (compulsory modules)	
Strategic marketing	Strategic management
Digital marketing	Microeconomics
Macroeconomics	Performance management
Organisational psychology	Personal finance



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BCom with specialisation in Human Resource Management

- This option is ideally suited to anyone who wishes to enter a career in human resource management, marketing, labour relations or organisational development.
- Postgraduate qualifications in Industrial Psychology allow students to specialise further in Career Psychology, Labour Relations or Human Resource Management.

First academic year (compulsory modules)	
Introduction to human resource management	Introduction to individual differences
Psychology	Economics or Accounting
Business calculations	UFS101
Academic literacy	
Second academic year (compulsory modules)	
Career psychology	Psychology
Labour relations management	Personal finance
General management	Fundamental business functions
Third academic year (compulsory modules)	
Organisational psychology	Applied research for human resource management and Introduction to individual differences
Strategic management	Training management
Psychology	Performance management

BCom (Law)

- This degree is aimed at students who intend to follow a career in law, and who wish to equip themselves as attorneys, advocates or legal advisors at financial institutions and other business enterprises.
- This qualification is also for students who wish to follow careers in the business world and who wish to equip themselves with a basic knowledge of the law.
- An excellent option is to proceed from this degree to LLB studies.

First academic year (compulsory modules)	
Economic systems and basic microeconomics	Introduction to macroeconomics
Introduction to legal science	Legal history
Accounting and Accounting for the legal profession	Roman law
UFS101	Legal practice
Business functions	Academic literacy
Second academic year (compulsory modules)	
Microeconomics	General management
Legal practice	Fundamental business functions
Macroeconomics	Accounting
Law of persons	Family law
Labour law	Afrikaans for the profession OR English for the profession OR Latin OR The language of culture of law

Third academic year (compulsory modules)	
Strategic management OR International economics OR Accounting	Entrepreneurship
Law of delict	Strategic management and Small business management OR International economics and South African macroeconomic policy issues OR Accounting
Law of succession and administration	Personal finance
Law of business enterprises	Law of contract
Law of things	

BCom Extended Curriculum Programme

- This degree is compulsory for students with a minimum AP of 25, and Grade 12 Mathematics at least at level 3 (40%).
- The first two years are similar to the BCom and include a number of development modules to upgrade the AP.
- Students who have passed all the development modules and the mainstream modules of the first two years may obtain approval from the Dean to continue at second-year level with a BCom degree, except for the BCom (Law) and BAcc degrees.
- Students will attend classes on the South Campus of the university for the first two study years.

First academic year (compulsory modules)	
Introduction to human resource management	Introduction to individual differences
Skills competencies for lifelong learning	Mathematical literacy
Academic literacy	
Second academic year (compulsory modules)	
Business functions	General management
Economic systems and basic microeconomics	Introduction to macroeconomics
Accounting	Business calculations
Third academic year (compulsory modules)	
Fundamental business functions	Labour relations management
Microeconomics	Macroeconomics
Accounting	Managerial accounting
Career psychology	UFS101
Fourth academic year (compulsory modules)	
Entrepreneurship	Small business management
International economics	South African macroeconomic policy issues
Strategic management	Personal finance
Choose one subject field from:	
Performance management and organisational psychology	Statistics for economics and Introduction to mathematical economics
Accounting	



PROGRAMMES IN PUBLIC SECTOR MANAGEMENT

Public Sector Management: Bachelor of Administration (BAdmin)

Programme Description		Minimum Admission Requirements			
Programme	Academic Plan Code	AP	Language of instruction	Compulsory National Benchmark Test	Campus
BAdmin	BC634040	29	4 (50%)	AL, QL, MT	BC
BAdmin Extended Curriculum Programme*	BC6340E1	25	4 (50%)	AL, QL, MT	BC

Note: *If you register for BAdmin, you will not be allowed to change to a BCom degree. If you qualify for the Extended Curriculum Programme, you will attend all classes on the UFS South Campus for the first two study years. If you complete the first two years of the BAdmin Extended Curriculum Programme successfully, you may change to the mainstream BAdmin degree.

BAdmin

The BAdmin degree is a specialised degree, aimed at a career in the public sector, parastatal institutions, and non-governmental organisations. It is structured around Public Management and Municipal Management, with a choice of relevant ancillary modules.

First academic year (compulsory modules)	
Public administration and management theories	Public administration and management in action
Human resource management for the public sector	UFS101
Introduction to human resource management	Introduction to individual differences
Calculations for public managers	Political science
Academic literacy	
Second academic year (compulsory modules)	
Micro- and macro-organisational analysis	Municipal management and administration
Monitoring and evaluation in the public sector	Supply chain management
Personal finance	Study of municipal administration and management
Choose one subject field from:	
Career psychology and Labour relations management	Political science
Third academic year (compulsory modules)	
Public financial management	Municipal finances
Contemporary issues in local government	Public policy administration and management
Public administration and management law	

Choose one subject field from:

Political science

Organisational psychology and Performance management

BAdmin Extended Curriculum Programme

- This degree is compulsory for students with an AP between 25 and 29.
- The first two years are similar to the BAdmin and include a number of development modules to upgrade the AP.
- Students who have passed all the development modules of the first two years may obtain approval from the Dean to continue at second-year level of the BAdmin degree.
- Students will attend classes on the South Campus of the university for the first two study years.

First academic year (compulsory modules)

Introduction to human resource management

Introduction to individual differences

Skills for lifelong learning

Mathematical literacy

Academic literacy

Second academic year (compulsory modules)

Public administration and management theories

Public management and management in action

Political science

Human resource management in the public sector

Calculations for public managers

General management

Third academic year (compulsory modules)

Micro- and macro-organisational analysis

Municipal management and administration

Supply chain management

Monitoring and evaluation in the public sector

Personal finance

UFS101

The study of municipal administration and management

Choose one subject field from:

Career psychology and Labour relations management

Political science

Fourth academic year (compulsory modules)

Public financial management

Municipal finances

Public policy management

Public administration and management law

Contemporary issues in local government

Choose one subject field from:

Political science

Organisational psychology and Performance management



PROGRAMMES IN TRAINING OF ACCOUNTANTS

Qualifications in Accounting can be obtained in various fields. These fields are accommodated in degrees such as Bachelor of Accounting (BAcc) or BCom (Accounting). The following degrees are offered in this programme:

Training of Accountants: Bachelor of Accounting (BAcc)

Programme Description		Minimum Admission Requirements				
Programme	Academic Plan Code	AP	Language of instruction	Mathematics	Compulsory National Benchmark Test	Campus
BAcc*	BC636060	34	4 (50%)	5 (60%)	AL, QL, MT	BC
BCom (Accounting)	BC635050	29	4 (50%)	4 (50%)	AL, QL, MT	BC

Note: * If you did not take or pass Accounting on the National Senior Certificate performance level with at least 50% (level 4), you must register for the EACC1614 module in the first semester of the first year. You must pass this module with 60% in order to continue with the EFAC1624 module in the BAcc programme in the second semester. If you fail to do so, you will be converted to the BCom (Accounting) programme in the second semester.

BAcc

- The BAcc degree is designed for students wishing to qualify as Chartered Accountants (CA).
- This degree is followed by a BAcc Honours degree, after which students can proceed with the external professional examinations of SAICA, which lead to registration as a CA.
- Subsequent postgraduate qualifications are also available in Taxation or Management Accounting.

First academic year (compulsory modules)	
Financial accounting or Accounting	Commercial law
Economic systems and basic microeconomics	Introduction to macroeconomics
General management	Computer applications and controls
Accounting environment	Fundamental business functions
Academic literacy	UFS101
Second academic year (compulsory modules)	
Financial accounting	Taxation
Managerial accounting	Accounting environment
Strategic management	Managerial finance
Auditing	Business ethics
Third academic year (compulsory modules)	
Financial accounting	External auditing
Managerial accounting and finance	Taxation

BCom (Accounting)

- BCom (Accounting) focuses on the Commercial and Financial Accountants' (CFA) profession.
- Students who wish to become Chartered Accountants must register for the BAcc degree.
- Alternatively, they can register for the BCom (Accounting) degree and with the approval of the Programme Director: Accountancy and based on favourable results, transfer to the BAcc degree.
- Subsequent postgraduate qualifications are also available in Taxation or Management Accounting.

First academic year (compulsory modules)	
Accounting	Introduction to macroeconomics
Economic systems and basic microeconomics	General management
Accounting environment	Fundamental business functions
Commercial law	UFS101
Academic literacy	
Second academic year (compulsory modules)	
Accounting	Business ethics
Commercial law	Taxation
Accounting environment	Computer applications and controls
Managerial accounting	
Third academic year (compulsory modules)	
Accounting	Taxation
Managerial accounting	Internal controls
Strategic management	Managerial finance

The following programmes are presented on the Qwaqwa Campus:

Programme Description		Minimum Admission Requirements				
Programme	Academic Plan Code	AP	Language of instruction	Mathematics	Compulsory National Benchmark Test	Campus
BCom	QC630001	29	4 (50%)	4 (50%)	AL, QL, MT	QC
BCom Extended Curriculum Programme	QC6300E2	25	4 (50%)	3 (40%)	AL, QL, MT	QC
BAdmin	QC634040	29	4 (50%)		AL, QL, MT	QC
BAdmin Extended Curriculum Programme	QC6340E1	25	4 (50%)		AL, QL, MT	QC



EXCITING OPPORTUNITY!!

If you passed Mathematics on a lower level as required or you have passed Mathematical Literacy on NSC level, but want to study a programme in the Faculty of Economic and Management Sciences, do not despair! The faculty offers a Mathematical Intervention course to help you obtain access to a BCom degree. Contact Marnie Venter at +27 51 401 3819 or venterms@ufs.ac.za for more detail on the Mathematical Intervention course, admission requirements, and fees.

FOR FURTHER ENQUIRIES ABOUT ANY OF THESE PROGRAMMES, PLEASE CONTACT:

THE FACULTY MANAGER: Lizette Pretorius: +27 51 401 2173 | LPretorius@ufs.ac.za

All information in this publication is subject to change. Information in this publication has been compiled with the utmost care. However, the Council and Senate accept no responsibility for errors. Studying the Faculty Rule Book, available at www.ufs.ac.za, as the final and correct source, is important.

This publication was compiled and produced by the Department of Marketing and Recruitment at the University of the Free State.

Wekkie Saayman Building
Corner of Rector and Graduandi Avenues
University of the Free State
Bloemfontein
9301







**Bloemfontein
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**Qwaqwa
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