

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



UFS·UV
ECONOMIC AND
MANAGEMENT SCIENCES
EKONOMIESE EN
BESTUURSWETENSKAPPE

UNIVERSITY OF THE FREE STATE

FACULTY OF ECONOMIC AND MANAGEMENT SCIENCES

POSTGRADUATE RULE BOOK 2015



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General Information

This section of the Rule Book of the University of the Free State sets out the rules in respect of the postgraduate programmes in the Faculty of Economic and Management Sciences.

Please contact the University's information office at 051 401 3000 to obtain a university application form.

Faculty and General Rules

For all the various programmes a number of rules apply. Two sets of rules are relevant. **It is the responsibility of students to be conversant with the General as well as the Faculty Rules.**

Honours Programmes

An Honours programme offers a student who is already in possession of a relevant Bachelor's degree the opportunity of studying further in his/her chosen field. 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 programme (General Rule A47).

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

An Honours programme offers opportunities for significantly enhancing knowledge in a preferred field of study, allowing students to acquire a deeper understanding and background that prepares the student far better. The following Honours degrees can be obtained in this faculty.

Private Sector Management

Programme	Abbreviation	Degree	Academic Plan
Bachelor of Commerce Honours with specialisation in <i>Entrepreneurship</i>	BComHons with specialisation in <i>Entrepreneurship</i>		
Bachelor of Commerce Honours with specialisation in <i>Marketing</i>	BComHons with specialisation in <i>Marketing</i>	6504	6504
Bachelor of Commerce Honours with specialisation in <i>Industrial Psychology</i>	BComHons with specialisation in <i>Industrial Psychology</i>	6500	6500
Bachelor of Commerce Honours with specialisation in <i>Applied Econometrics</i>	BComHons with specialisation in <i>Applied Econometrics</i>	6516	6516
Bachelor of Commerce Honours with specialisation in <i>Financial Economics and Investment Management</i>	BComHons with specialisation in <i>Financial Economics and Investment Management</i>	6517	6517
Bachelor of Commerce Honours with specialisation in <i>Economics</i>	BComHons with specialisation in <i>Economics</i>	6515	6515

Public Sector Management

Programme	Abbreviation	Degree	Academic Plan
Bachelor of Administration Honours	BAdminHons	6510	6510

Accountancy

Programme	Abbreviation	Degree	Academic Plan
Bachelor of Commerce Honours in Accounting	BComHons (Accounting)	6506	6506
Bachelor of Accounting Honours	BAccHons	6580	6580
Bachelor of Commerce Honours in Management Accounting	BComHons (Management Accounting)	6518	6518
Bachelor of Commerce Honours in Taxation	BComHons (Taxation)	6521	6521

Admission

For admission to an Honours degree, the particular subject field should have been completed up to third-year level.

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

PRIVATE SECTOR MANAGEMENT

Rule F 28	Curricula
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Information, curricula and directives will subsequently be given for the different subject and theme fields in which an Honours programme can be obtained.

Rule F29	BComHons <i>with specialisation in Entrepreneurship</i> (Minimum total credits: 128) Study code
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Information

Prospective students must apply in writing to the departmental chair, Department of Business Management. Honours modules can only be taken with the appropriate undergraduate subjects as foundation.

Preconditions for admission

A student must have obtained at least an average of 60% for at least six Business Management related modules in his/her Bachelor's programme. The student needs to have taken modules in Business Management up to NQF Level 7. Admission to the programme is subject to departmental selection.

Curriculum

Module name	Semester 1	Semester 2
Venture Creation	EVEN6814	
Business Statistics	EBUS6814	
Strategic Entrepreneurial Management	ESEM6814	
Innovation Management		ENOV6824
Sales Force Management		ESFM6824

Entrepreneurial Management		EEMN6824
Mini-dissertation	ESCR6808	ESCR6808
Structured module credits	48	48
Research credits	32	

Rule F30	BComHons with specialisation in Marketing (Minimum total credits: 128) Study code 6504
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Information

Prospective students must apply in writing to the departmental chair, Department of Business Management. Honours modules can only be taken with the appropriate undergraduate subjects as foundation.

Preconditions for admission

A student must have obtained at least an average of 60% for at least six Business Management-related modules in his/her Bachelor's degree. The student needs to have taken modules in Business Management up to NQF Level 7. Admission to the programme is subject to departmental selection.

Curriculum

Module name	Semester 1	Semester 2
Contemporary Digital Marketing	ECOM6814	
Consumer Brand Relationships	ECBR6814	
Marketing Research	EMAR6814	
Integrated Marketing Communication		EIMC6824
Sales Force Management		ESFM6824

Services Marketing		ESMT6824
Mini-dissertation	ESCR6808	ESCR6808
Structured module credits	48	48
Research credits	32	

Rule F31	BComHons with specialisation in Industrial Psychology (Minimum total credits: 160) Study code 6500
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Information

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

Prerequisites

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

- The student has either already obtained a bachelor's degree or qualifies to obtain a bachelor's degree before enrolling for the Honours programme.

It is recommended that students from other faculties and universities interested in applying for Honours in Industrial Psychology:

- Have passed at least six of the undergraduate Industrial Psychology modules (or equivalent modules from other institutions) with an average mark of at least 60%, but not less than 55% in each module, **of which 32 credits need to be at NQF Level 5, 32 credits at NQF Level 6 and 32 credits at NQF Level 7.**
- Research Methodology and Organisational Psychology at undergraduate level is a strong recommendation.

It is recommended that students who are not registered for a BCom *with specialisation in Human Resource Management* degree, and who intend to do Honours in Industrial Psychology, contact the departmental chair (Industrial Psychology) or course coordinator for directives regarding the compilation of their undergraduate industrial psychology modules.

Curriculum

Module name	Semester 1	Semester 2
Career Psychology	ECAP6814	
Organisation Psychology	EORG6814	
Labour Relations	ELAB6814	
Human Resource Management		EHRM6824
Research Methodology		ERSM6824 and ERSS6824
Psychological Evaluation and Measurement	EPSM6808	EPSM6808
Research project	ERIP6808	ERIP6808
Structured module credits	64	64
Research credits	32	

The programme must be compiled in consultation with the departmental chair. Students who intend to complete their programme over two years should note that it is compulsory to register for ERSM6824, ERSS6824 and ERIP6808 during their first year of study.

Rule F32	BComHons with specialisation in Applied Econometrics (Minimum total credits: 192) Study Code 6516
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Information

Admission to an Honours programme 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 EECT3715, EECT3725 and EECM3724 (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 EECF1614, EECF1624, EMIC2714 and EMAC2724 (or equivalent modules).

Prospective students must apply in writing before 30 September in the year prior to registering for the programme. 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. Not all modules are 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 programme 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 programme package is available on request from the chair of the Department of Economics.

Module name	Semester 1	Semester 2
Microeconomics	EMIC6816	
Macroeconomics	EMAC6816	
Introduction to Econometrics	EECO6816	
Experimental and Behavioural Economics	EEBE6813	
Mathematical Economics	EECO6813	
Mini-dissertation in Applied Econometrics		EEDF6820
		One of the following
Advanced Time-series Econometrics		EECT6826
Cross-section and Panel Data Econometrics		ECPE6826
		One of the following
Public Economics (Fiscal Policy)		EPEC6826
International Economics		EINT6826
Labour Economics		ELAB6826
Financial Systems and Monetary Policy		EFMP6826
Structured module codes	96	48
Research credits		48

Rule F33	<i>BComHons with specialisation in Financial Economics and Investment Management</i> (Minimum total credits: 192) Study Code 6517
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Information

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

- EINT3715, EECT3725 and EECM3724 (or equivalent modules if the student completed his/her undergraduate studies at another

university) with an overall average of at least 60%. In addition, the student must have completed EECF1614, EECF1624, EMIC2714, EMAC2724, EACC1614 and EACC1624 (or equivalent modules).

OR

- EFET3714, EFET3724 and EECM3724 (or equivalent modules if the student completed his/her undergraduate studies at another university) with an overall average of at least 60%. In addition, the student must have completed EECF1614, EECF1624, EMAC2724, EACC1614 and EACC1624 (or equivalent modules).

OR

- EBUS2715, and EECM3724 (or equivalent modules if the student completed his/her undergraduate studies at another university) with an overall average of at least 60%. In addition the student should have completed EECF1614, EECF1624, EBUS1624, EBUS2724, EMAC2724, EACC1614 and EACC1624 (or equivalent modules).

OR

- EMAC2714, EECM3724 (or equivalent modules if the student completed his/her undergraduate studies at another university) with an overall average of at least 60%. In addition the student should have completed EECF1614, EECF1624, EMAC2724, EACC1614, EACC1624 and EMAC2624 (or equivalent modules).

OR

- EBRF3708 and EECM3724 (or equivalent modules if the student completed his/her undergraduate studies at another university) with a weighted average of at least 60%. In addition the student should have completed, EECF1614, EECF1624; EMAC2724, EACC1614, EACC1624 and EMAC2624 (or equivalent modules).

Prospective students must apply in writing before 30 September in the year prior to registering for the programme. Students who completed their undergraduate programme 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. Not all modules are 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 programme 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 programme package is available on request from the chair of the Department of Economics.

Module name	Semester 1	Semester 2
Macroeconomics	EMAC6816	
Introduction to Econometrics	EECO6816	
Financial Risk Management in Banking	EFRM6816	
Mathematical Economics	EECO6813	
Regulation of Financial Institutions	EREG6813	
Portfolio Management		EPOM6828
Security Analysis		ESEC6828
Derivative Instruments		EDER6828
Structured module credits	96	64
Research credits	32	

Rule F34	BComHons <i>with specialisation in Economics</i> (Minimum total credits: 192) Study code 6515
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Information

Admission to the Honours Programme study is subject to approval by the departmental chair. To be considered for admission to Honours studies in Economics a student must have passed EINT3715, EECT3725 and EECM3724 (or equivalent modules if the student completed his/her undergraduate studies at another university) with an overall average of at least 60%. In addition the student should have completed EECF1614, EECF1624, EMIC2714 and EMAC2724 (or equivalent modules).

Prospective students must apply in writing before 30 September prior to registering for the programme in the following year. Students who completed their undergraduate programme 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. Not all modules are 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 programme 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 programme package is available on request from the chair of the Department of Economics.

Subject	Semester 1	Semester 2
Microeconomics	EMIC6816	
Macroeconomics	EMAC6816	
Introduction to Econometrics	EECO6816	
Experimental and behavioural Economics	EEBE6813	
Mathematical Economics	EECO6813	
Mini-dissertation in Economics		EEDE6820
		Two of the following:
Public Economics (Fiscal Policy)		EPEC6826
International Economics		EINT6826
Labour Economics		ELAB6826
Financial Systems and Monetary Policy		EFMP6826
Structured module credits	96	48
Research credits	48	

PUBLIC SECTOR MANAGEMENT

Rule F35	BAdminHons (Minimum total credits: 128) Study code 6510
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Prerequisites

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

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

Curriculum

A student doing the Honours programme must be registered for a minimum of one year. The programme will consist of the following core modules:

Module name	Semester 1	Semester 2
Municipal Management	EMMA6814	
Public Policy and Service Delivery	EPAP6814	
Public Financial Administration and Management	EPAF6814	
Organisational Analysis and Intergovernmental Relations		EPAO6824
Public Human Resource Management		EPAH6824
Executive Public Management		EPAM6824

Research and Research Methodology in Public Administration	EPAR6808	EPAR6808
Structured module credits	48	48
Research credits	32	

ACCOUNTANCY

Rule F36	BComHons (Accounting) (Minimum total credits: 128) Study code 6506
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Prerequisites

Please note that in order to register for the module included in the first column of the tables below, the admission requirements that need to be met or the modules that must have been passed are set out in the second column.

EFIN6808	EFIN3708/EACC6808
EBRF6808	EBRF3708/EMAF6808
EBLS6808	EBLS3708/EBEL6808
EODT6808	EODT3708/EAUD6808
EACC6808	EACC3708 or EFAC2708
EAUD6808	EAUD2624 and EAUD3724 or EODT1524 and EODT2624
EBEL6808	EBLS3708 or EBEL2708
EMAF6808	EBRF3708 or EMAC2714 and EMNF2724

Students should have obtained at least 55% in EACC3708 (or an equivalent at another institution). Students from other institutions must seek specific permission from the programme director: Training of Accountants.

Curriculum

The programme comprises a choice between two options. Students planning to enrol for BAcc (Hons) in the future (see rule F37) 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 name	Semester 1	Semester 2
Financial Accounting	EACC6808	EACC6808
External Auditing	EAUD6808	EAUD6808
Management Accounting and Finance	EMAF6808	EMAF6808
Taxation	EBEL6808	EBEL6808
Structured module credits	128	
Research credits	0	

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

Module name	Semester 1	Semester 2
Financial Accounting	EACC6808	EACC6808
External Auditing	EAUD6808	EAUD6808
Management Accounting and Finance	EMAF6808	EMAF6808
Taxation	EBEL6808	EBEL6808
Research and Research Methodology for BComHons (Accounting)	ERRA6808	ERRA6808
Structured module credits	96	
Research credits	32	

Rule F37	BAccHons (Minimum total credits: 128) 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 have been obtained in EFIN3708, EODT3708, EBLS3708 and EBRF3708, with at least 55% for EFIN3708.

OR

BComHons (Accounting)

If option A has been selected and with the understanding that a combined average of 58% must have been obtained in EACC6808, EAUD6808, EBEL6808 and EMAF6808, with at least 55% for EACC6808.

Curriculum

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

Module	Semester 1	Semester2
Advanced Financial Accounting	EFIN6808	EFIN6808
Advanced Managerial Accounting and Finance	EBRF6808	EBRF6808
Advanced Taxation	EBLS6808	EBLS6808
Advanced Auditing	EODT6808	EODT6808
Structured module credits	128	
Research credits	0	

Please note: Students who repeat the BAccHons to qualify for

admittance to the qualifying examination have to enrol for module codes 6838 in place of the 6808 codes.

Information: *Admission to the qualifying examination of the SA Institute of Chartered Accountants.* Please refer to the study guide for full details.

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 F38	BComHons (Management Accounting) (Minimum total credits: 128) Study code 6518
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Prerequisites

A relevant Bachelor's Programme with at least 55% for Accounting at NQF Level 7 and with permission from the Programme Director: Training of Accountants.

Curriculum

The Honours Programme is aligned with the syllabus of the Chartered Institute of Management Accountants (CIMA) and aimed at the Advanced Diploma in Management Accounting of CIMA.

Module name	Semester 1	Semester 2
Financial Management – Paper F2	EFMA6808	EFMA6808
Performance Management – Paper P2	EPMA6808	EPMA6808
Enterprise Management – Paper E2	EEMA6808	EEMA6808

Research and Research Methodology for BComHons (Management Accounting)	ERRC6808	ERRC6808
Structured module credits	96	
Research credits	32	

Study material prescribed by CIMA is used according to strict CIMA guidelines. Classes are presented in English only. 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 F39	BComHons (Taxation) (Minimum total credits: 124) Study code 6521
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Prerequisites

Please note that in order to register for the module included in the first column of the tables below, the admission requirements that must have been met or the modules that must have been passed are set out in the second column.

EFIN6808	EFIN3708/EACC6808
EBRF6808	EBRF3708/EMAF6808
EBLS6808	EBLS3708/EBEL6808
EODT6808	EODT3708/EAUD6808
EACC6808	EACC3708 or EFAC2708
EAUD6808	EAUD2624 and EAUD3724 or EODT1524 and EODT2624
EBEL6808	EBLS3708 or EBEL2708
EMAF6808	EBRF3708 or EMAC2714 and EMNF2724

Students should have passed EBEL2708 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).

Module	Semester 1	Semester 2
Taxation	EBEL6808	EBEL6808
Advanced Corporate Taxation	ETXC6803	ETXC6803
Estate Planning	ETXE6803	ETXE6803
Salary Structuring	ETXS6803	ETXS6803
Tax Administration	ETXA6803	ETXA6803
Comprehensive integrated case study in Taxation	ETXI6803	ETXI6803
Research and Research Methodology for BComHons (Taxation)	ERRD6808	ERRD6808
Structured module credits	92	
Research credits	32	

Master's Programmes

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

A Bachelor's degree provides a student with a solid general foundation, and an Honours programme 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 programme for the highest academic programme, namely a PhD.

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

Private Sector Management

Programme	Abbreviation	Degree	Academic Plan
Master of Commerce with specialisation in Advanced Business	MCom with specialisation in Advanced Business	(by course work and mini-dissertation)	
Master of Commerce with specialisation in Business Management	MCom with specialisation in Business Management	(by dissertation)	6700
Master of Commerce with specialisation in Industrial Psychology	MCom with specialisation in Industrial Psychology		6700
Master of Commerce with specialisation in Applied Econometrics	MCom with specialisation in Applied Econometrics		6796
Master of Commerce with specialisation in Financial Economics and Investment Management	MCom with specialisation in Financial Economics and Investment Management		6797

<i>Investment Management</i>			
Master of Commerce with specialisation in Economics	MCom with specialisation in Economics	(by course work and mini-dissertation)	6794
Master of Commerce with specialisation in Economics	MCom with specialisation in Economics	(by dissertation)	

Public Sector Management

Programme	Abbreviation	Degree	Academic Plan
Master of Administration	MAdmin	(by dissertation)	6711
Master of Public Administration	MPA	(by course work and mini-dissertation)	6722

Accountancy

Programme	Abbreviation	Degree	Academic Plan
Master of Commerce in Accounting	MCom (Accounting)		6770
Master of Accounting	MAcc		6780

Development Studies

Programme	Abbreviation	Degree	Academic Plan
Master of Development Studies	MDS	(by course work and mini-dissertation)	6788
Master of Development Studies	MDS	(by course work and mini-dissertation)	
Master of Development Studies	MDS	(by dissertation)	

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

Except for programmes such as MPA or MBA, a Master's programme is obtained in a specific discipline or subject.

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

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

OR

- (b) a full dissertation.

Admission

Permission to register for a Master's programme must be obtained from the departmental chair 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. For admission to the MAcc and MPA programmes refer to Rules F48 and F50.

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 IELPS 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) Within 3 months of doing the registration, submit a research proposal to the relevant Departmental Master's Committee dealing with Master's research proposals and do a presentation on the proposal to the committee. The 3 months can be extended by another 3 months if the student has to resubmit his/her proposal – see below for more detail on resubmission. Note that 3 (+3) months is the maximum.
- 4) Submission, resubmission and approval of research proposals by the Departmental Master's Committee should occur within the first 3 (+3) months of the registration. If after the 3 (+3) 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.)
- 5) The Departmental Master's 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 3 months to resubmit the proposal. Thus, the research proposal should be finalised and approved within the first 6 months of registration.

- 6) Following approval by the Departmental Master's 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.
- 7) In addition to approval of the research proposal at the Departmental Master's Committee, the student may, following approval at the Departmental Master's Committee, be required to also obtain ethical clearing at the relevant university ethical committee.
- 8) A research Master's Degree can be completed either as a research dissertation or publishable, interrelated articles. The requirement in respect of a Master's Degree by research is a minimum of at least one, but preferably two publishable articles in the form of a manuscript that should be submitted to the supervisor.
- 9) The university distinguishes between full-time and part-time students. The time allocated for part-time studies is double that of full-time studies.
- 10) The degree must be completed within the period prescribed by university regulations.

PRIVATE SECTOR MANAGEMENT

Curricula: Master's programmes

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

Rule F40	MCom with specialisation in Advanced Business (Minimum total credits: 180)
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Information

Prospective students must apply in writing to the departmental chair, Department of Business Management. Master's modules can only be taken with the appropriate undergraduate and honours modules as foundation. Admission to the programme is subject to departmental selection.

Preconditions for admission

A student must have obtained an honours degree with an average of at least 65% and a mark of 65% for the honours research report or mini-dissertation. The offering of this programme is subject to the enrolment of 10 or more students.

Curriculum

Module name	Semester 1	Semester 2
Advanced Strategic Management	EASM7915	
Change and Contemporary Management	ECCM7915	
Advanced Market Research	EAMR7915	
Logistics and Operations		ELOM7925
Project Management		EPRM7925
Retail Management		EREM7925
Mini-dissertation	EASR7900	EASR7900
Structured module credits	60	60
Research credits	60	

Rule F41	<i>MCom with specialisation in Business Management (by dissertation)</i> (Minimum total credits: 180)
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General Information

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

Students wishing to be admitted to the dissertation option 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.

Curriculum

EMBM8900	A dissertation on an approved topic based on original research in a study field of Business Management.
Research credits	180

Rule F42	<i>MCom with specialisation in Industrial Psychology (by dissertation)</i> (Minimum total credits: 180)
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Information

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

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

Students wishing to be admitted to the dissertation option 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.

Curriculum

EDIP8900	A Master's dissertation furnishing proof that the candidate is capable of producing scientific research.
Research credits	180

Rule F43	MCom with specialisation in Applied Econometrics (Minimum total credits: 192)
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Information

Admission to a Master's programme 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 programme. Prospective students must apply for admission to the programme in writing prior to registration. Students who completed their undergraduate programme 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.

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 programme 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 programme for which he/she wishes to enrol. Detailed information concerning the methods of presentation and the optimal compilation of a programme package is available from the chair of the Department of Economics.

Curriculum

Module name	Semester 1	Semester 2
Macroeconomics	EMAC7916	
		One of the following:
Applied Microeconomics and Competition Policy		EMIC7926
Financial Systems and Monetary Policy		EFMP6826

	One of the following:	
Development Economics	EDEV7916	
Advanced Econometrics	EECA7916	
Capita Selecta	EECS7916	
		One of the following:
Advanced Time-series Econometrics		EECT6826
Cross-section- and Panel Data Econometrics		ECPE6826
PLUS		
Dissertation in applied econometrics	EEDF7900	EEDF7900
Structured module credits	48	48
Research credits	96	

Rule F44	<i>MCom with specialisation in Financial Economics and Investment Management</i> (Minimum total credits: 192)
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Information

Admission to a Master's programme 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. Prospective students must apply for admission to the programme 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.

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 programme package is available from the chair of the Department of Economics.

Curriculum

Module description	Module codes	
	Semester 1	Semester 2
Macroeconomics	EMAC7916	
Readings in Investment Management	ERIM7916	
Advanced Time-series Econometrics		EECT6826
	One of the following	
Financial Systems and Monetary Policy		EFMP6826
International Economics		EINT6826
Capita Selecta	EECS7916	
Applied Microeconomics and Competition Policy		EMIC7926
PLUS		
Mini-dissertation in Financial Economics and Investment Management	EEDI7900	EEDI7900
Structured module credits	96	
Research credits	96	

Rule F45	MCom with specialisation in Economics (Minimum total credits: 192)
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INFORMATION

Admission to a Master's programme 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. Prospective students must apply for admission to the programme 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.

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 programme corresponding to the Master's programme for which he/she wishes to enrol. Detailed information concerning the methods of presentation and the optimal compilation of a programme package is available from the chair of the Department of Economics.

Curriculum

Module name	Semester 1	Semester 2
Macroeconomics	EMAC7916	
		One of the following:
Applied Microeconomics and Competition Policy		EMIC7926
Financial Systems and Monetary Policy		EFMP6826

	One of the following:	
Development Economics	EDEV7916	
Advanced Econometrics	EECA7916	
Capita Selecta	EECS7916	
		One of the following:
Advanced Time-series Econometrics		EECT6826
Cross-section- and Panel Data Econometrics		ECPE6826
PLUS		
Mini-dissertation in Economics	EEDE7900	EEDE7900
Structured module credits	48	48
Research credits	96	

Rule F46	MCom with specialisation in Economics (by dissertation) (Minimum total credits: 180)
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Information

Admission to a Master's programme 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 his/her Master's degree by dissertation should also have obtained at least 65% in his/her Honours mini-dissertation (or equivalent). Prospective students must apply for admission to the programme 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 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 EEDE8900. 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 degrees

Curriculum

EEDE8900	A Master's dissertation furnishing proof that the candidate is capable of producing scientific research.
Research credits	180

PUBLIC SECTOR MANAGEMENT

Rule F47	MAdmin (Minimum total credits: 180)
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Information

To be admitted to the Master's programme a student must have obtained at least an average of 65% for his/her Honours degree or a relevant postgraduate diploma with a research component and must have passed the TALPS on at least a level 4. In addition a student must have obtained an average of 60% for the EPAR6808 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 programme (before 30 April / 30 September) prior to registration in the following year. Application forms are available at the Department of Public Administration and Management. Permission to register for a Master's degree must be obtained prior to registration

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

The MAdmin programme 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 submitting for examination.

EPAM8900	Dissertation in Public Administration
Research credits	180

Rule F48	MPA (Minimum total credits:(186)
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Information

The MPA is an established career-focused postgraduate programme 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 Programme a student must have obtained at least an average of 65% for his/her Bachelor's degree and must have passed the TALPS test on at least a level 4. The student needs to have at least five years career experience in the public sector at a managerial level.

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

To be able to continue with the mini-dissertation in the second year of study, the student must have achieved an average of 60% for the EPAR7914 (research methodology), or equivalent module if that student completed his/her studies at another university.

Curriculum

Module name	Semester 1	Semester 2
FIRST YEAR OF STUDY		
Research Methodology in Public Administration	EPAR7914	
Public Policy Management & Service Delivery	EPAP7914	
Public Financial Administration and Management	EPAF7914	

Public Human Resource Management		EPAH7924
Organisational Analysis & Inter-Governmental Relations		EPAO7924
Project Management for Public Managers		EPAP7924
SECOND YEAR OF STUDY		
Mini-dissertation in Public Administration	EPAR7900	EPAR7900
Structured module credits	64	64
Research credits	90	

The subject for the mini-dissertation must be chosen in conjunction with the study leader. The mini-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 mini-dissertation.

ACCOUNTANCY

Rule F49	MCom (Accounting) (Minimum total credits: 180)
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Information

Admission to this Master's programme is subject to approval by the programme director after successful completion of a relevant Honours degree.

Curriculum

EREK8900	Dissertation or publishable articles in Accounting
Research credits	180

Rule F50	MAcc (Minimum total credits: 180)
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Information

Admission to the Master's programme is subject to approval by the programme director after successful completion of a relevant Honours degree.

Curriculum

EACC8900	Dissertation or publishable articles in Accounting
Research credits	180

DEVELOPMENT STUDIES

F51	MDS Master in development studies (Minimum total credits: 200)
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Information

The Centre for Development Support is presenting an interdisciplinary 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 Centre for Development Support has completed several rapid scan-assessments identifying a large demand for qualified development managers and development workers in the public, NGO and private sectors in Southern Africa. This training field is relatively untapped and a definite niche market exists to

deepen the understanding of development issues among participants. The programme definitely meets the expectations and needs of society.

Admission

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

- A recognised qualification with 120 credits at NQF Level 8 or equivalent by means of Recognition of Prior Learning (RPL).
- A satisfactory academic record.
- Five (5) years of work-related learning experience in development.

Prospective applicants need to complete an application form and hand in the following:

- Recommendation forms.
- An essay on what you consider as the major development challenges facing your region.
- Motivation on why you wish to be included in the Masters in Development Studies programme.
- Proof of successful completion of the TALPS test on at least level 4.
- Academic record.

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 8. A policy of limited enrolment will be practiced.

Curriculum OPTION A

Module name	Old code	New code
FIRST YEAR OF STUDY		
Development, Underdevelopment and Poverty	MDS 701	EDSA7905
Governance and Development	MDS 702	EDSB7905
Development and Natural Environment	MDS 703	EDSC7905
Applied Development Research	MDS 704	EDSD7905
Project Management for Development	MDS 705	EDSE7905
SECOND YEAR OF STUDY		
		Any two of the following:
Rural and Agrarian Development	MDS 706	EDSF7905
Gender and Development	MDS 707	EDSG7905
Tourism and Development	MDS 708	EDSH7905
Entrepreneurship and Development	MDS 709	EDSI7905
Urban Development Management	MDS 710	EDSJ7905
Local Economic Development and Housing Policy	MDS 711	EDSK7905
Health and Development	MDS 712	EDSL7900
Conflict and Development	MDS 715	EDSM7905
PLUS		
Mini-dissertation	MDS791	EMDS7900
Structured module credits	140	
Research credits	60	

OPTION B

Module name	Old code	New code
FIRST YEAR OF STUDY		
Development, Underdevelopment and Poverty	MDS 701	EDSA7905
Governance and Development	MDS 702	EDSB7905
Development and Natural Environment	MDS 703	EDSC7905
Applied Development Research	MDS 704	EDSD7905
Project Management for Development	MDS 705	EDSE7905
SECOND YEAR OF STUDY		
Mini-dissertation	MDS794	EDSA7900
Structured module credits	100	
Research credits	100	

F51	MDS (by dissertation) Master in development studies (Minimum total credits: 180)
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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.

EMDS8900	Dissertation or publishable articles in Development Studies
Research credits	180

PhD Programmes

Rule F53	PhD (Minimum total credits: 360) STUDY CODE 6960
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A PhD is the degree intended for people who would like to pursue further studies after completing a Master's degree, irrespective of the name of the undergraduate or graduate programme. 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.

Programme	Abbreviation	Academic Plan
Doctor of Philosophy <i>with specialisation in Business Management</i>	PhD <i>with specialisation in Business Management</i>	EPBM9100
Doctor of Philosophy <i>with specialisation in Industrial Psychology</i>	PhD <i>with specialisation in Industrial Psychology</i>	ETIP9100
Doctor of Philosophy <i>with specialisation in Economics</i>	PhD <i>with specialisation in Economics</i>	EEDE9100
Doctor of Philosophy <i>with specialisation in Public Administration</i>	PhD <i>with specialisation in Public Administration</i>	EPAM9100
Doctor of Philosophy <i>with</i>	PhD <i>with specialisation in Accounting</i>	EACC9100

<i>specialisation in Accounting</i>		
Doctor of Philosophy with specialisation in Development Studies	PhD with specialisation in Development Studies	EMDS9100

Admission

Admission to a PhD programme is subject to approval by the particular chair of the department and/or programme director 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 the particular department.

All candidates registered 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 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.
- 2) Submit a copy of his/her Master's dissertation/mini-dissertation to be used by the relevant department to assess the applicant's writing skills.
- 3) The relevant department may also require the applicant to write an IELTS test, the results of which will be used.
- 4) Prior to admission write and submit an essay (of not more than 5 000 words) under controlled supervision, in which the applicant describes the scope, focus and envisaged field of the study.

- 5) The relevant department will use the documents listed in (1) to (4) to decide on admission of the student to the PhD program.
- 6) Once admitted the student must complete a research proposal within six months (for full-time studies, twelve months for part-time studies). Therefore, full-time students who register in January (July) need to present their research proposal to the relevant department in the following July/August (January/February). Part-time students who register in January (July) need to present their research proposal to the relevant department in the following January/February (July/August).
- 7) Once the relevant department approved the research proposal, the student needs to present the research proposal to the Faculty Research Committee at its September (March) meeting. If approved, the student is allowed to register for the next academic year.
- 8) The Faculty Research Committee may request the student to resubmit the research proposal at its November (May) meeting. If approved at the November (May) meeting, the student is allowed to register for the next academic year.
 - a. If changes required are small, the resubmission is done only in writing at the November (May) meeting of the Faculty Research Committee. 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 Faculty Research Committee may require that along with the resubmission the candidate present the proposal again to the committee. This will be done at the November (May) meeting.
- 9) If the proposal is academically seriously lacking, the Faculty Research Committee has the authority to reject the proposal outright, either at the September (March) or November (May) meeting. Outright rejection implies that the candidate cannot register for the next academic year of the PhD and also does not get another opportunity to present the proposal.
- 10) Once the Faculty's Research Committee approved the proposal, the title of the thesis as well as the supervisors will be registered. Assessors can be registered later.
- 11) If after the first year of registration no research proposal was approved, the student cannot continue with the PhD. (Of course, heads of

departments or the Faculty Research Committee can use discretion to allow continuation if sufficient grounds exist for doing so.)

- 12) If, after the Faculty Research Committee 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.
- 13) In addition to approval of the research proposal at the Faculty Research Committee, the student may, following approval at the Faculty Research Committee, be required to also obtain ethical clearing at the relevant university ethical committee.
- 14) A PhD can be completed either as a doctoral thesis or publishable, interrelated articles written under the guidance of a promoter or a promoter and a co-promoter(s). The requirement in respect of a PhD in the form of publishable, interrelated articles is that at least three publishable articles are submitted.
- 15) The university distinguishes between full-time and part-time students. The time allocated for part-time studies is double that of full-time studies.
- 16) 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.

With regards to data, the candidate must take cognisance of the following:

- 1) A research proposal precedes research. Thus, primary data that has already been collected by the time that the candidate prepares his/her PhD or Master's proposal, cannot be presented as primary data in the research proposal and thesis. If the candidate nevertheless wants to use the data, the data can be used as secondary data. This also means that the questionnaire used to collect the data, cannot be used as part of the PhD or Master's work.
- 2) Articles that have already been published or appeared as working papers, cannot form part of the master's or PhD proposal and thesis.

Postgraduate Diplomas

Rule F54	(PGDip Taxation) Postgraduate diploma in tax strategy and management Study code 6260 (Minimum total credits: 132)
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Information

South African tax legislation has undergone fundamental changes over the past decade. This programme 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.

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

Admission

Any BCom /BAcc programme that includes taxation as a module;

or

An equivalent programme that includes taxation as a major module.

All submissions are subject to a selection process.

Curriculum

The minimum duration of the programme is 12 months, and the maximum period to obtain the diploma is three years.

Module name	Semester 1	Semester 2
Advanced corporate tax made easy	ETXB5803	ETXB5803
Advanced corporate taxation	ETXC6803	ETXC6803
Estate planning	ETXE6803	ETXE6803
Farming for tax pleasure	ETXF5803	ETXF5803
Calculating individual tax	ETXN5803	ETXN5803
Investments and their tax implications	ETXI5803	ETXI5803
Salary structuring	ETXS6803	ETXS6803
Tackling capital gains tax	ETXG5803	ETXG5803
Tax administration	ETXA6803	ETXA6803
Value added tax (VAT) – the essentials	ETXV5803	ETXV5803
Comprehensive integrated case study in taxation	ETXI6803	ETXI6803

Structured module credits	132
Research credits	0

All modules can also be attended as short learning programmes. Recognition of prior learning (RPL) would then be used for students who wish to register for the full programme 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 chair 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 (a) (iv), 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 examination on the specific module.