



UNIVERSITY OF THE FREE STATE  
FACULTY OF ECONOMIC AND MANAGEMENT  
SCIENCES

POSTGRADUATE  
RULE BOOK 2016  
Bloemfontein Campus



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**\*2016 intake is subject to the external approval of this programme**

## **General Information**

This section of the Rule Book of the University of the Free State (UFS) 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. This can also be found on the University's website at [www.ufs.ac.za](http://www.ufs.ac.za)

## **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 Degree Programmes**

An Honours degree programme offers a student who is already in possession of a relevant Bachelor's Degree or Advanced Diploma the opportunity of studying further in his/her chosen field. Only the Bachelor 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 Bachelor Honours programme.

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

A Bachelor Honours Degree 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 more thoroughly. This degree also prepares students for research-based postgraduate study. A Bachelor Honours Degree could also carry recognition by an appropriate

professional or statutory body. The following Bachelor Honours Degrees can be obtained in this faculty.

## Private Sector Management

<b>Programme</b>	<b>Abbreviation</b>	<b>Degree</b>	<b>Academic plan</b>
Bachelor of Commerce Honours with specialisation in Entrepreneurship	BComHons with specialisation in Entrepreneurship	6503	6503
Bachelor of Commerce Honours with specialisation in Marketing	BComHons with specialisation in Marketing	6504	6504
Bachelor of Commerce Honours with specialisation in Industrial Psychology	BComHons with specialisation in Industrial Psychology	6500	6500
Bachelor of Commerce Honours with specialisation in Applied Econometrics	BComHons with specialisation in Applied Econometrics	6516	6516
Bachelor of Commerce Honours with specialisation in Financial Economics and Investment Management	BComHons with specialisation in Financial Economics and Investment Management	6517	6517
Bachelor of Commerce Honours with specialisation in Economics	BComHons with specialisation in Economics	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 a Bachelor Honours Degree, the particular subject field should have been completed up to third-year level, i.e. NQF Level 7.

Permission to follow a Bachelor Honours Degree 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

<b>Rule F 28</b>	<b>Curricula</b>
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Information, curricula and directives will be given at a later stage for the different subject and theme fields in which a Bachelor Honours Degree programme can be obtained.

<b>Rule F29</b>	<b>Bachelor of Commerce Honours <i>with specialisation in Entrepreneurship</i></b> <b>BComHons <i>with specialisation in Entrepreneurship</i></b> <b>(Minimum total credits: 128)</b>
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### Information

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

### Prerequisites and 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 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

<b>Module name</b>	<b>Semester 1</b>	<b>Semester 2</b>
Venture Creation	EVEN6814	

Business Statistics	EBUS6814	
Strategic Entrepreneurial Management	ESEM6814	
Innovation Management		ENOV6824
Sales Force Management		ESFM6824
Entrepreneurial Management		EEMN6824
Research Report	ESCR6808	ESCR6808
<b>Structured module credits</b>	<b>48</b>	<b>48</b>
<b>Research credits</b>	<b>32</b>	

<b>Rule F30</b>	<b>Bachelor of Commerce Honours <i>with specialisation in Marketing</i></b> <b>BComHons <i>with specialisation in Marketing</i></b> <b>(Minimum total credits: 128)</b>
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## Information

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

## Prerequisites and 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 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
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Contemporary Digital Marketing	ECOM6814	
Consumer Brand Relationships	ECBR6814	
Marketing Research	EMAR6814	
Integrated Marketing Communication		EIMC6824
Sales Force Management		ESFM6824
Services Marketing		ESMT6824
Research Report	ESCR6808	ESCR6808
<b>Structured module credits</b>	<b>48</b>	<b>48</b>
<b>Research credits</b>	<b>32</b>	

<b>Rule F31</b>	<b>Bachelor of Commerce Honours <i>with specialisation in Industrial Psychology</i></b> <b>BComHons <i>with specialisation in Industrial Psychology</i></b> <b>(Minimum total credits: 160)</b>
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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 Bachelor Honours Degree 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 Bachelor Honours Degree 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 Bachelor Honours Degree programme.

It is recommended that students from other faculties and universities interested in applying for the Bachelor Honours Degree programme 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 the Bachelor Honours degree programme 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	ERSM6814	ERSS6824
Psychological Evaluation and Measurement	EPSM6808	EPSM6808
Research Report	ERIP6808	ERIP6808
<b>Structured module credits</b>	<b>80</b>	<b>48</b>
<b>Research credits</b>	<b>32</b>	

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 ERSM6814, ERSS6824 and ERIP6808 during their

first year of study.

<b>Rule F32</b>	<b>Bachelor of Commerce Honours <i>with specialisation in Applied Econometrics</i></b> <b>BComHons <i>with specialisation in Applied Econometrics</i></b> <b>(Minimum total credits: 192)</b>
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### **Information**

Admission to a Bachelor Honours Degree programme study is subject to approval by the chair of the department. To be considered for admission to Bachelor Honours degree 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](http://www.ufs.ac.za)

### **Preconditions**

Students who did not pass two of the following three modules cannot proceed to register for any of the second semester modules: EMIC6816, EMAC6816, EECO6816.

Students who did not pass EECO6816 cannot register for EECT6826 or ECPE6826.

### **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.

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

<b>Rule F33</b>	<b>Bachelor of Commerce Honours <i>with specialisation in Financial Economics and Investment Management</i></b> <b>BComHons <i>with specialisation in Financial Economics and Investment Management</i></b> <b>(Minimum total credits: 192)</b>
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## Information

Admission to Bachelor Honours degree programme study is subject to approval by the departmental chair. To be considered for admission to Bachelor Honours degree 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, EMNF2724 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, EMNF2724 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, 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](http://www.ufs.ac.za)

### **Preconditions**

Students who did not pass both EMAC6816 and EFRM6816 cannot proceed to register for any of the second semester modules.

### **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.

<b>Module name</b>	<b>Semester 1</b>	<b>Semester 2</b>
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
<b>Structured module credits</b>	<b>96</b>	<b>64</b>
<b>Research credits</b>	<b>32</b>	

<b>Rule F34</b>	<b>Bachelor of Commerce Honours <i>with specialisation in Economics</i></b> <b>BComHons <i>with specialisation in Economics</i></b> <b>(Minimum total credits: 192)</b>
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## Information

Admission to the Bachelor Honours degree programme study is subject to approval by the departmental chair. To be considered for admission to Bachelor Honours degree 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 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](http://www.ufs.ac.za)

### **Preconditions**

Students who did not pass two of the following three modules cannot proceed to register for any of the second semester modules: EMIC6816, EMAC6816, EECO6816.

### **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.

<b>Subject</b>	<b>Semester 1</b>	<b>Semester 2</b>
Microeconomics	EMIC6816	
Macroeconomics	EMAC6816	
Introduction to Econometrics	EECO6816	
Experimental and behavioural Economics	EEBE6813	
Mathematical Economics	EECO6813	

Research Report in Economics		EEDE6820
		<b>Two of the</b>
Public Economics (Fiscal Policy)		EPEC6826
International Economics		EINT6826
Labour Economics		ELAB6826
Financial Systems and Monetary Policy		EFMP6826
<b>Structured module credits</b>	<b>96</b>	<b>48</b>
<b>Research credits</b>	<b>48</b>	

## PUBLIC SECTOR MANAGEMENT

<b>Rule F35</b>	<b>Bachelor of Administration Honours BAdminHons (Minimum total credits: 128)</b>
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### Prerequisites

For admission to a Bachelor Honours degree programme, the particular subject should have been taken up to third-year level, i.e. NQF Level 7. To be admitted to the Bachelor Honours degree 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 semester/year. Application forms are available from the departmental chair of the Department of Public Administration and Management.

### Curriculum

A student doing the Bachelor Honours degree programme must be registered for a

minimum of one year. The programme will consist of the following core modules:

<b>Module name</b>	<b>Semester 1</b>	<b>Semester 2</b>
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
<b>Structured module credits</b>	<b>48</b>	<b>48</b>
<b>Research credits</b>	<b>32</b>	

## ACCOUNTANCY

<b>Rule F36</b>	<b>Bachelor of Commerce Honours in Accounting BComHons (Accounting) (Minimum total credits: 128 )</b>
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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/EACC5808
EBRF6808	EBRF3708/EMAF6808/EMAF5808
EBLS6808	EBLS3708/EBEL6808/EBEL5808

EODT6808	EODT3708/EAUD6808/EAUD5808
EACC6808	EACC3708 or EFAC2708/EFIN2608
EAUD6808	EAUD2624 and EAUD3724 or EODT1524 and EODT2624 or EODT2708 or EODT3708
EBEL6808	EBLS3708 or EBEL2708
EMAF6808	EBRF3708 or EMAC2714 and EMNF2724

Students should have obtained at least 60% average in the third year modules of BCom (Accounting) degree (or an equivalent at another institution). Students from other institutions must seek specific permission from the programme director: training of accountants.

## Curriculum

Choose any three-year modules below plus the research project (ERRA6808) in Accounting. Students following this route will not qualify for entrance into BAcc Honours or PGDip Chartered Accountancy. **However**, selected students who opt to follow a route including all four year modules below plus research may articulate to the BAcc Honours or the PGDip Chartered Accountancy. These student will be selected on the basis of their full study record.

Module name	Semester 1	Semester 2
<b>Choose any three of the following:</b>		
Financial Accounting	EACC6808	EACC6808
External Auditing	EAUD6808	EAUD6808
Management Accounting and Finance	EMAF6808	EMAF6808
Taxation	EBEL6808	EBEL6808
<b>Plus:</b>		
Research and Research Methodology for BComHons (Accounting)	ERRA6808	ERRA6808
<b>Structured module credits</b>	<b>96</b>	

<b>Research credits</b>	<b>32</b>
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<b>Rule F37</b>	<b>Bachelor of Accounting Honours BAccHons (Minimum total credits: 160)</b>
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### **Information**

This programme serves as a prerequisite and entrance requirement for the *Initial Test of Competence (ITC)* examination of the South African Institute of Chartered Accountants (SAICA) and is only available to top students of the Centre for Accounting.

In addition to the prerequisites set out below, students who want to enrol for BAccHons will be selected on the basis of their full study records. Only a certain number of students will be selected each year.

Students who fail to meet the selection criteria mentioned above may enroll for the PGDip (Chartered Accountancy)\* if they meet the prerequisites for the latter qualification.

### **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, EBL3708 and EBRF3708

### **OR**

PGDip (General Accountancy)\* with a combined average of 58% must have been obtained in EACC5808/EACC6808, EAUD5808/EAUD6808, EBEL5808/EBEL6808 and EMAF5808/EMAF6808

**\*2016 intake is subject to the external approval of this programme**

### **Curriculum**

The programme is comprised of the following four year-modules plus a research report.

<b>Module</b>	<b>Semester 1</b>	<b>Semester 2</b>
Advanced Financial Accounting	EFIN6808	EFIN6808
Advanced Managerial Accounting and Finance	EBRF6808	EBRF6808
Advanced Taxation	EBLS6808	EBLS6808
Advanced Auditing	EODT6808	EODT6808
<b>Plus:</b>		
Research and Research Methodology for BAcc Hons	ERRB6808	ERRB6808
<b>Structured module credits</b>	<b>128</b>	
<b>Research credits</b>	<b>32</b>	

**Please note:** Students who repeat the BAccHons in order to qualify for admittance to the qualifying examination have to enrol for module codes 6838 instead of the 6808 codes.

*Admission to the Initial Test of Competence (ITC) 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 PGDip (Chartered Accountancy)\*, PGDip (General Accountancy\*); or BComHons (Accounting) if and when they are of opinion that they will not qualify to write the BAccHons (examinations in November).

**\*2016 intake is subject to the external approval of this programme**



<b>Rule F38</b>	<b>Bachelor of Commerce Honours in Management Accounting BComHons (Management Accounting) (Minimum total credits: 128)</b>
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### Prerequisites

A relevant Bachelor's Degree programme with at least 55% for Accounting at NQF Level 7 and with permission from the programme director: training of accountants. Students from other institutions must have obtained credits for papers E1, F1 and P1 of the Chartered Institute of Management Accountants (CIMA) before they can be admitted to do the BComHons (Management Accounting) degree.

### Curriculum

The Bachelor Honours programme is aligned with the syllabus of CIMA. The programme is comprised of the following three year-modules plus a research project (ERRC6808)

<b>Module name</b>	<b>Semester 1</b>	<b>Semester 2</b>
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
<b>Structured module credits</b>	<b>96</b>	
<b>Research credits</b>	<b>32</b>	

Study material prescribed by CIMA is used according to strict CIMA guidelines. Classes are presented in the evenings and 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 gain relevant practical experience in order to become a full member of CIMA.

<b>Rule F39</b>	<b>Bachelor of Commerce Honours in Taxation BComHons (Taxation) (Minimum total credits: 124)</b>
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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.

EBEL6808	EBLS3708 or EBEL2708
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Students should have obtained credit for EBELS3708 or passed EBEL2708 with at least 65%. 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 programme is comprised of the following six structured modules plus a research project:

<b>Module</b>	<b>Semester 1</b>	<b>Semester 2</b>
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
<b>Plus:</b>		
Research and Research Methodology for BComHons (Taxation)	ERRD6808	ERRD6808
<b>Structured module credits</b>	<b>92</b>	
<b>Research credits</b>	<b>32</b>	

## **Master's Degree Programmes**

A Master's Degree programme offers students who are already in possession of a NQF Level 8 qualification 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 degree is not a prerequisite.

A Bachelor's degree provides a student with a solid general foundation, and an Bachelor Honours degree 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 qualification, namely a Doctoral degree.

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

### **Private Sector Management**

<b>Programme</b>	<b>Abbreviation</b>	<b>Academic programme (&amp; degree code)</b>	<b>Qualification code (academic plan)</b>
Master of Commerce with specialisation in <i>Advanced Business</i>	MCom with specialisation in <i>Advanced Business</i>	M6011	(by course work and mini-dissertation)
Master of Commerce with specialisation in <i>Business Management</i>	MCom with specialisation in <i>Business Management</i>	M6011	(by dissertation)
Master of Industrial Psychology*	MIIndPsych*	B6731 (67310)	BC673101
Master of Commerce with specialisation in <i>Industrial Psychology</i>	MCom with specialisation in <i>Industrial Psychology</i>	M6011	6700

Master of Commerce <i>with specialisation in Applied Econometrics</i>	MCom <i>with specialisation in Applied Econometrics</i>	M6011	67961
Master of Commerce <i>with specialisation in Financial Economics and Investment Management</i>	MCom <i>with specialisation in Financial Economics and Investment Management</i>	M6011	67971
Master of Commerce <i>with specialisation in Economics</i>	MCom <i>with specialisation in Economics</i>	M6011	67941 (by course work and mini-dissertation)
Master of Commerce <i>with specialisation in Economics</i>	MCom <i>with specialisation in Economics</i>	M6011	(by dissertation)

**\*2016 intake is subject to the external approval of this programme**

## **Public Sector Management**

<b>Programme</b>	<b>Abbreviation</b>	<b>Academic programme</b>	<b>Qualification code (academic plan)</b>
Master of Administration	MAdmin	M6021	67111 (by dissertation)
Master of Public Administration	MPA	M6021	67201 (by course work and mini-dissertation)

## **Accountancy**

<b>Programme</b>	<b>Abbreviation</b>	<b>Academic programme</b>	<b>Qualification code (academic plan)</b>
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Master of Commerce in Accounting	MCom (Accounting)	M6031	67021
Master of Accounting	MAcc	M6031	67891

## Development Studies

Programme	Abbreviation	Academic programme	Qualification code (academic plan)
Master of Development Studies	MDS	M6011	67821 (by course work and mini-dissertation)
Master of Development Studies	MDS	M6011	67821 (by dissertation)

Except in the case of MPA or MBA programmes, only the Master's Degree that corresponds with 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 Degree programme.

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

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

- (a) a module option, comprising of four, six or more modules plus a mini-dissertation or extended mini-dissertation.

**OR**

- (b) a full dissertation.

## Admission

Permission to register for a Master's degree programme must be obtained from

the departmental chair prior to registration, in a module which was taken at third-year level for the Bachelor's degree and in which the Bachelor Honours degree was obtained. For admission to the MAcc and MPA programmes refer to Faculty 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 dissertation**

Students wishing to complete a Master's dissertation 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 language proficiency 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 three months of the registration, submit a research proposal to the relevant departmental Master's committee evaluating Master's research proposals and do a presentation on the proposal to the committee. The three months can be extended by another three 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 time allowed.
- 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 degree. (Of course, heads of departments can use their 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 three months to resubmit the proposal. Thus, the research proposal should be finalised and approved within the first six 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 two interrelated publishable manuscripts/published articles. The requirement in respect of a Master's Degree by research is a minimum of two, two interrelated publishable manuscripts/published 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) Students should re-register annually until completion of the Master's Degree.
- 11) The degree must be completed within the period prescribed by University regulations.

## PRIVATE SECTOR MANAGEMENT

### Curricula: Master's Degree programmes

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

<b>Rule F40</b>	<b>Master of Commerce <i>with specialisation in Advanced Business</i></b> <b>MCom <i>with specialisation in Advanced Business</i></b> <b>(Minimum total credits: 180)</b>
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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 programme will be offered subject to the enrolment of 10 or more students.

### **Curriculum**

<b>Module name</b>	<b>Semester 1</b>	<b>Semester 2</b>
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
<b>Structured module credits</b>	<b>60</b>	<b>60</b>
<b>Research credits</b>	<b>60</b>	

<b>Rule F41</b>	<b>Master of Commerce with specialisation in Business Management</b> <b>MCom with specialisation in Business Management</b> <b>(by dissertation)</b>
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(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.

### 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.

### Curriculum

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

<b>Rule F42</b>	<b>Master of Commerce with specialisation in Industrial Psychology</b> <b>MCom with specialisation in Industrial Psychology (by dissertation)</b> <b>(Minimum total credits: 180)</b>
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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.

### Curriculum

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

<b>Rule F43</b>	<b>Master of Industrial Psychology</b> <b>MIndPsyc</b> <b>(Minimum total credits: 218)</b>
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### **Information**

The purpose of the Master of Industrial Psychology programme is to provide students with a well-rounded education within the field of Industrial Psychology, equipping them with the necessary professional skills as required by the Health Professions Council of South Africa (HPCSA) to apply for registration as an Industrial Psychologist as well as providing them with an advanced practical knowledge of the field. Graduating with the Master of Industrial Psychology provides graduates with a further opportunity to enter into an internship programme and thereafter a board examination, in order to be able to register as Industrial Psychologists with the HPCSA.

Prospective students must apply in writing for admission to the programme. Application forms are available from the Department of Industrial Psychology. The application forms 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. Students who completed their undergraduate and postgraduate 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](http://www.ufs.ac.za).

Admission to this Master's Degree programme is subject to approval by the departmental chair based on a satisfactory study record. A student must have obtained a relevant Honours Degree in Industrial Psychology (or an equivalent qualification on NQF Level 8) with an average of at least 65%. The department may also use the following as additional essential entrance criteria: competency-based interviews, in-basket exercises and/or the submission of an essay in which the applicant describes the focus of the envisaged study within the department's specific research focus areas.

### **Curriculum**

The curriculum must be compiled according to the table set out below. Students will have a minimum of one year to complete the degree, if they study on a full-time basis. However, those students studying part-time will have two years to complete

the degree. It is important to note that students are required to start with the prog during their first year of study.

<b>First year of study</b>	
<b>Semester 1</b>	<b>Semester 2</b>
Advanced career psychology (20) (ECAP7915)	Advanced organisation psychology (20) (EORG7925)
Advanced assessment (20) (EASS7915)	Advanced personnel psychology (20) (EPPS7925)
Employee well-being (20) (EEWB7915)	Professional ethics in the workplace (12) (EPEW7923)
Advanced research methodology (16) (ERSM7914)	
Extended mini-dissertation (EMID7900)	Extended mini-dissertation (EMID7900)
<b>Second year of study</b>	
Extended mini-dissertation (EMID7900)	Extended mini-dissertation (EMID7900)
<b>Structured module credits</b>	<b>128</b>
<b>Extended mini-dissertation</b>	<b>90</b>
<b>Total credits</b>	<b>218</b>

<b>Rule F44</b>	<b>Master of Commerce with specialisation in Applied Econometrics</b> <b>MCom with specialisation in Applied Econometrics</b> <b>(Minimum total credits: 192)</b>
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## Information

Admission to a Master's Degree 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 Bachelor Honours Degree 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 and Bachelor Honours degree 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](http://www.ufs.ac.za).

If a student completed a Bachelor Honours degree in one field of specialisation presented in the department but he/she wishes to complete a Master's degree 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 Bachelor Honours degree corresponding to the Master's degree 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	
		<b>One of the following:</b>
Applied Microeconomics and Competition Policy		EMIC7926
Financial Systems and Monetary Policy		EFMP6826
	<b>One of the following:</b>	
Development Economics	EDEV7916	
Advanced Econometrics	EECA7916	

Capita Selecta	EECS7916	
		<b>One of the following:</b>
Advanced Time-series Econometrics		EECT6826
Cross-section and Panel Data Econometrics		ECPE6826
<b>PLUS</b>		
Mini-dissertation in applied econometrics	EEDF7900	EEDF7900
<b>Structured module credits</b>	<b>48</b>	<b>48</b>
<b>Research credits</b>	<b>96</b>	

<b>Rule F45</b>	<b>Master of Commerce with specialisation in Financial Economics and Investment Management</b> <b>MCom with specialisation in Financial Economics and Investment Management</b> <b>(Minimum total credits: 192)</b>
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## Information

Admission to a Master's Degree 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 Bachelor Honours Degree programme. Prospective students must apply for admission to the programme in writing prior to registration. Students who completed their undergraduate and Bachelor Honours degrees at the UFS can obtain application forms from the chair of the Department of Economics. Students who completed their undergraduate studies and Bachelor Honours at another university need to apply through student administration, with an application form available on the University's website at [www.ufs.ac.za](http://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
	<b>One of the following</b>	
Financial Systems and Monetary Policy		EFMP6826
International Economics		EINT6826
Capita Selecta	EECS7916	
Applied Microeconomics and Competition Policy		EMIC7926
<b>PLUS</b>		
Mini-dissertation in Financial Economics and Investment Management	EEDI7900	EEDI7900
<b>Structured module credits</b>	<b>96</b>	
<b>Research credits</b>	<b>96</b>	



<b>Rule F46</b>	<b>Master of Commerce with specialisation in Economics MCom with specialisation in Economics (Minimum total credits: 192)</b>
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## INFORMATION

Admission to a Master's Degree 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 Bachelor 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](http://www.ufs.ac.za).

If a student completed a Bachelor 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 programme corresponding to the Master's degree 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	
		<b>One of the following:</b>
Applied Microeconomics and Competition Policy		EMIC7926
Financial Systems and Monetary Policy		EFMP6826

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

<b>Rule F47</b>	<b>Master of Commerce <i>with specialisation in Economics</i> MCom <i>with specialisation in Economics</i> (by dissertation) (Minimum total credits: 180)</b>
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## Information

Admission to a Master's degree 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 Bachelor 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 Bachelor 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](http://www.ufs.ac.za).

## Curriculum

EEDE8900	A Master's dissertation furnishing proof that the candidate is capable of conducting scientific research.
<b>Research credits</b>	<b>180</b>

## PUBLIC SECTOR MANAGEMENT

<b>Rule F48</b>	<b>Master of Administration MAdmin (by dissertation) (Minimum total credits: 180)</b>
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### Information

To be admitted to the Master's degree programme a student must have obtained at least an average of 65% for his/her Bachelor 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 semester/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 degree programme consists of a single advanced research project, culminating in the production and acceptance 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
<b>Research credits</b>	<b>180</b>

<b>Rule F49</b>	<b>Master of Public Administration MPA (Minimum total credits: 186)</b>
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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 degree 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 degree programme must be obtained from the head of the department prior to registration. A student in the MPA degree programme must be registered for a minimum of two years.

To be able to continue with the extended 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

<b>Module name</b>	<b>Semester 1</b>	<b>Semester 2</b>
<b>FIRST YEAR OF STUDY</b>		

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
<b>SECOND YEAR OF STUDY</b>		
Extended mini-dissertation in Public Administration	EPAR7900	EPAR7900
<b>Structured module credits</b>	<b>48</b>	<b>48</b>
<b>Research credits</b>	<b>90</b>	

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

## ACCOUNTANCY

<b>Rule F50</b>	<b>Master of Commerce <i>with specialisation in Accounting</i> MCom <i>with specialisation in Accounting</i> (by dissertation) (Minimum total credits: 180)</b>
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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 Bachelor Honours degree.

## Curriculum

EREK8900	Dissertation or interrelated, publishable manuscripts/published articles in Accounting
<b>Research credits</b>	<b>180</b>

<b>Rule F51</b>	<b>Master of Accounting MAcc (by dissertation) (Minimum total credits: 180)</b>
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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 interrelated, publishable manuscripts/published Articles in Accounting
<b>Research credits</b>	<b>180</b>

## DEVELOPMENT STUDIES

<b>F52</b>	<b>Master of Development Studies MDS (by course work and mini-dissertation) (Minimum total credits: 200)</b>
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## Information

The Centre for Development Support is presenting an interdisciplinary Master of Development Studies degree 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 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 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 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 Master of Development Studies degree 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 NQF Level 8. A policy of limited enrolment will be practiced.



## Curriculum OPTION A

Module name	Old code	New code
<b>FIRST YEAR OF STUDY</b>		
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
<b>SECOND YEAR OF STUDY</b>		
		<b>Any two of the following:</b>
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
<b>PLUS</b>		
Mini-dissertation	MDS791	EMDS7900
<b>Structured module credits</b>	<b>140</b>	
<b>Research credits</b>	<b>60</b>	

**OPTION B**

<b>Module name</b>	<b>Old code</b>	<b>New code</b>
<b>FIRST YEAR OF STUDY</b>		
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
<b>SECOND YEAR OF STUDY</b>		
Mini-dissertation	MDS794	EDSA7900
<b>Structured module credits</b>	<b>100</b>	
<b>Research credits</b>	<b>100</b>	

<b>F53</b>	<b>Master of Development Studies</b> <b>MDS</b> <b>(by dissertation)</b> <b>(Minimum total credits: 180)</b>
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Students selecting this option have to submit a research Master's dissertation or the equivalent of two related articles, on one approved topic, and presented in a format suitable for publication as accredited articles.

EMDS8900	Dissertation or interrelated, publishable manuscripts/published articles in Development Studies
<b>Research credits</b>	<b>180</b>

## Doctoral Degree Programmes

<b>Rule F54</b>	<b>Doctor of Philosophy PhD (Minimum total credits: 360)</b>
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A Doctoral degree is 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 Doctoral degree can be granted in this faculty on the grounds of a thesis or a number of interrelated, publishable manuscripts/published articles in one of the following disciplines.

<b>Programme</b>	<b>Abbreviation</b>	<b>Academic Programme</b>	<b>Qualification Code (academic plan)</b>	<b>Module code</b>
Doctor of Philosophy with specialisation in Business Management	PhD with specialisation in Business Management	M6001	69911	EPBM9100
Doctor of Philosophy with specialisation in Industrial Psychology	PhD with specialisation in Industrial Psychology	M6001	6960	ETIP9100
Doctor of Philosophy with specialisation in Economics	PhD with specialisation in Economics	M6001	6960	EEDE9100
Doctor of Philosophy with specialisation in Public Administration	PhD with specialisation in Public Administration	M6001	69701	EPAM9100
Doctor of	PhD with	M6001	69801	EACC9100

Philosophy with specialisation in Accounting	<i>specialisation in Accounting</i>			
Doctor of Philosophy with specialisation in Development Studies	PhD with specialisation in Development Studies	M6001	6960	EMDS9100

## Admission

Admission to a PhD degree programme is subject to approval by the particular chair of the department and/or programme director in which the degree 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 interrelated, publishable manuscripts/published articles route should do so in compliance with UFS guidelines.

## Detail regarding the process to register and complete a Doctoral thesis

Students wishing to complete a Doctoral degree 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 a language proficiency test, the results of which will be used in the application assessment process.

- 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 Doctoral degree programme.
- 6) Once admitted the student must complete a research proposal within six months (for full-time studies, 12 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 approves 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 Doctoral degree programme and also does not get another opportunity to present the proposal.
- 10) Once the faculty's research committee approves 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 has been approved, the student cannot continue with the Doctoral degree programme. (Heads of department or the faculty research committee can use their 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 Doctoral 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 Doctoral degree can be completed either as a Doctoral thesis or interrelated, publishable manuscripts/published articles written under the guidance of a promoter or a promoter and a co-promoter(s). The requirement in respect of a Doctoral degree 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) Students must re-register annually until completion of the Doctoral degree.
- 17) The degree must be completed within the period prescribed by University regulations.

## Postgraduate Diplomas

Programme	Abbreviation	Programme code	Degree code (& study code)	Academic plan code
Postgraduate Diploma in Public Administration *	PGDip (Public Administration)*	B6540	65400	BC654040
Postgraduate Diploma in Tax Strategy and Management	PGDip (Tax Strategy and Management)		6260	
Postgraduate Diploma in General Accountancy*	PGDip (General Accountancy)*	B6550	65500	BC65 5050
Postgraduate Diploma in Chartered Accountancy*	PGDip (Chartered Accountancy)*	B6560	65600	BC656060

\*2016 intake is subject to the external approval of this programme

## Public Sector

<b>Rule F56</b>	<b>Postgraduate Diploma in Public Administration* PGDip (Public Administration)* (Minimum total credits: 120)</b>
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### Prerequisites

For admission to the PGDip (Public Administration)\* programme, the applicant

should have a formal qualification on NQF Level 7. To be admitted to this postgraduate diploma programme a student must have obtained at least an average of 60% for his/her degree 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 semester/year. Application forms are available from the departmental chair of the Department of Public Administration and Management.

## Curriculum

A student doing the PGDip (Public Administration)\* 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	EMMA5815	
Public Policy and Service Delivery	EPAP5815	
Public Financial Administration and Management	EPAF5815	
Organisational Analysis and Intergovernmental Relations		EPAO5825
Public Human Resource Management		EPAH5825
Executive Public Management		EPAM5825
<b>Structured module credits</b>	<b>60</b>	<b>60</b>
<b>Total credits</b>	<b>120</b>	

**\*2016 intake is subject to the external approval of this programme**



## Accountancy

### Prerequisites for the Postgraduate Diploma programmes

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.

EFIN5808	EFIN3708/EACC6808/EACC5608
EBRF5808	EBRF3708/EMAF6808/EMAF5608
EBSL5808	EBSL3708/EBEL6808/EBEL5608
EODT5808	EODT3708/EAUD6808/EAUD5608
EACC5808	EACC3708 or EFAC2708/EFIN2608
EAUD5808	EAUD2624 and EAUD3724 or EODT1524 and EODT2624 or EODT2708 or EODT3708
EBEL5808	EBSL3708 or EBEL2708
EMAF5808	EBRF3708 or EMAC2714 and EMNF2724

<b>Rule F57</b>	<b>Postgraduate Diploma in Tax Strategy and Management PGDip (Tax Strategy and Management)</b>  <b>(Minimum total credits: 132)</b>
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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 a taxation 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 Postgraduate Diploma programme is one year, and the maximum period to obtain the diploma is three years.

<b>Module name</b>	<b>Semester 1</b>	<b>Semester 2</b>
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
<b>Structured module credits</b>	<b>132</b>	

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 education 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.

<b>Rule F58</b>	<b>Postgraduate Diploma in General Accountancy* PGDip (General Accountancy)* (Minimum total credits: 128)</b>
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## Information

This programme also serves as a prerequisite and entrance requirement for the BAccHons or the PGDip (Chartered Accountancy)\*.

Students should have obtained at least 60% average in the third year of BCom (Accounting) degree (or an equivalent at another institution). Students from other institutions must seek specific permission from the programme director: training of accountants.

Students planning to enrol for BAccHons or PGDip (Chartered Accountancy)\* in the future with the objective to pursue a career in chartered accountancy should enrol for the following four compulsory year-modules:

<b>Module name</b>	<b>Semester 1</b>	<b>Semester 2</b>
Financial Accounting	EACC5808	EACC5808
External Auditing	EAUD5808	EAUD5808
Management Accounting and Finance	EMAF5808	EMAF5808
Taxation	EBEL5808	EBEL5808
<b>Structured module credits</b>	<b>128</b>	

**\*2016 intake is subject to the external approval of this programme**

<b>Rule F59</b>	<b>Postgraduate Diploma in Chartered Accountancy* PGDip (Chartered Accountancy)* (Minimum total credits: 128)</b>
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## Information

This programme serves as a prerequisite and entrance requirement for the *Initial Test of Competence (ITC)* examination of SAICA.

## Prerequisites for the programme

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.

## OR

PGDip (General Accountancy)\*/ BComHons (Accounting) with 160 credits: A combined average of 58% must have been obtained in EACC5808/EACC6808, EAUD5808/EAUD6808, EBEL5808/EBEL6808 and EMAF5808/EMAF6808.

This programme is accredited by SAICA. The programme comprises four year modules:

<b>Module</b>	<b>Semester 1</b>	<b>Semester2</b>
Advanced Financial Accounting	EFIN5808	EFIN5808
Advanced Managerial Accounting and Finance	EBRF5808	EBRF5808

Advanced Taxation	EBLS5808	EBLS5808
Advanced Auditing	EODT5808	EODT5808
<b>Structured module credits</b>	<b>128</b>	

**Please note:** Students who repeat the PGDip (Chartered Accountancy)\* in order to qualify for admittance to the qualifying examination have to enrol for module codes 5838 in place of the 5808 codes.

*Admission to the Initial Test of Competence (ITC) of SAICA.* 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 PGDip (Chartered Accountancy)\* to PGDip (General Accountancy)\*\_ or BComHons (Accounting) if and when they are of opinion that they will not qualify to write the PGDip (Chartered Accountancy)\* examinations in November.

**\*2016 intake is subject to the external approval of this programme**