



UNIVERSITY OF THE FREE STATE

FACULTY OF ECONOMIC AND
MANAGEMENT SCIENCES

BLOEMFONTEIN CAMPUS

UNDERGRADUATE
RULE BOOK 2018



Dean:

Prof H J Kroukamp
171 Flippie Groenewoud Building
Tel: 051 4013454
Email: kroukhj@ufs.ac.za

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General Orientation

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

Faculty and General Rules

For all the various programmes and major fields of study, a number of rules apply. Two sets of rules are relevant:

General Rules of the University, which are applicable to all faculties, and consequently also apply to programmes in this faculty. Unless specifically stated otherwise, the **General Rules for undergraduate programmes** apply to all the programmes listed here.

The General Rules contain basic information such as the following:

- Student registration; module modifications; simultaneous registration; curriculum compilation; duration of study; preconditions; acknowledgement of modules passed at other institutions; etc.
- Semester and year marks; requirements for passing; programme with distinction; re-admission and exclusion of a student; re-assessments; special examinations; arrangements for examination venues; incorrect reading of examination timetable; marks and final results; etc.
- The National Benchmark Test (NBT), Rules A2 (1-13) from 2011, (Rules A3.9 (b) and (c) 2016) are compulsory for all prospective first-year students at the UFS who have applied for UFS studies. Students applying for admission to the Faculty of Economic and Management Sciences must also write the Mathematics test. **All students will be registered (during formal registration) for the applicable language (EALE1508) and Mathematics Development module(s) (MTDE1508) for the BAdmin extended curriculum programme and MATD1554 and MATD1584 for the BCom extended curriculum programme, unless they provide proof of a proficient score in the NBTs, which is based on the minimum performance level determined by the institution and articulated in the admission requirements.**

Faculty Rules, which specifically apply to the programmes in this faculty, and which are described in this publication. ***It is the responsibility of students to be conversant with the General Rules as well as the Faculty Rules.***

Higher Certificate Programmes

Information

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

Authorised Qualification name	Abbreviation	Programme code	Degree code	Academic Plan code
Higher Certificate in Economic and Management Sciences: BCom study option	HCert	L6100	61000	LC610000
Higher Certificate in Economic and Management Sciences: BAdmin study option	HCert	L6100	61000	LC614000

General admission requirements

- A National Senior Certificate (NSC), or a National Certificate: Vocational (NCV) Level 4, and an AP of either 18 for Higher Certificates, or 20 for UPP study options.
- Four subjects on level 3 (40% to 49%).
- Language of instruction on level 3 (40%) for all options.
- Commerce (BCom) study options: Mathematics on level 3 (40%) or higher.
- Administration (BAdmin) study option: Mathematics is not a requirement to study this option. The duration of the course is four years. NB: You will not be allowed to change from Administration to a Commerce programme.

PRIVATE SECTOR MANAGEMENT

Rule F1	Higher Certificate in Economic and Management Sciences: BCom study option HCert (Economic and Management Sciences: BCom) (Minimum total credits: 160) Academic Plan code: LC610000
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Compulsory modules	Semester 1	Semester 2
Skills and Competencies for Lifelong Learning	SCLL1414	SCLL1524
General Language Course	GENL1414	GENL1524
Development Mathematics	MATD1554	MATD1584
Introduction to Human Resource Management	EHR1514	
Introduction to Individual Differences		EHR1524
Business Functions	EHR1514	
General Management Skills		EHR1524
Structured module credits	32	32
Additional credits for developmental modules	48	48

PUBLIC SECTOR MANAGEMENT

Rule F2	Higher Certificate in Economic and Management Sciences: BAdmin study option HCert (Economic and Management Sciences: BAdmin) (Minimum total credits: 160) Academic Plan code: LC614000
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Compulsory modules	Semester 1	Semester 2
Skills and Competencies for Lifelong Learning	SCLL1414	SCLL1524
General Language course	GENL1414	GENL1524
Mathematical Literacy	MTDE1508	
Introduction to Human Resource Management	EHR1514	
Introduction to Individual Differences		EHR1524
Public Administration and Management Theories	EPA1514	
General Management Skills		EHR1524
Structured module credits	32	32
Additional credits for developmental modules	48	48

Bachelor's Degree Programmes

Information

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

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

- Private Sector Management.
- Public Sector Management.
- Accountancy.

The UFS101 module is an institutional module offered under the aegis of the Centre for Teaching and Learning. **For students registering from 2012 and onwards the module UFS101 is a compulsory module for an undergraduate degree or diploma qualification** (Rule A3.9 (f)). Students register for the module in their first year of registration except for students in the extended curriculum programmes who register for the module in their first year of registration at the Bloemfontein Campus i.e. the second year of the extended curriculum programme.

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

Private Sector Management

Bachelor of Commerce Programmes

Authorised Qualification name	Abbreviation	Programme code	Degree code	Academic Plan code
Bachelor of Commerce	BCom	B6300	63001	BC630000
Bachelor of Commerce <i>with specialisation in Economics</i>	<i>BCom with specialisation in Economics</i>	B6300	63001	BC630020
Bachelor of Commerce <i>with specialisation in Entrepreneurial Management</i>	<i>BCom with specialisation in Entrepreneurship</i>	B6300	63001	BC630011
Bachelor of Commerce <i>with specialisation in Human Resource Management</i>	<i>BCom with specialisation in Human Resource Management</i>	B6300	63001	BC630030
Bachelor of Commerce <i>with specialisation in Investment Management and Banking</i>	<i>BCom with specialisation in Investment Management and Banking</i>	B6300	63001	BC630021
Bachelor of Commerce in Law	BCom (Law)	B6370	63701	BC637070
Bachelor of Commerce <i>with specialisation in Marketing</i>	<i>BCom with specialisation in Marketing</i>	B6300	63001	BC630010
Bachelor of Commerce extended curriculum programme	BCom extended curriculum programme	B63E3	63001	BC6300E3

Public Sector Management

Authorised Qualification name	Abbreviation	Programme code	Degree code	Academic Plan code
Bachelor of Administration	BAdmin	B6340	63401	BC634040
Bachelor of Administration extended curriculum programme	BAdmin extended curriculum programme	B63E1	63401	BC6340E1

Accountancy

Authorised Qualification name	Abbreviation	Programme code	Degree code	Academic Plan code
Bachelor of Accounting	BAcc	B6360	63601	BC636060
Bachelor of Commerce in Accounting	BCom (Accounting)	B6350	63501	BC635050

Rules

Faculty requirements

General admission requirements

Over and above the General Rules regarding admission to this University (General Rule A2) and admission to degree study (General Rule A3), the following specific prerequisites for admission to study in this faculty must be met.

Academic Programme	Minimum Admission Point (AP) and National Senior Certificate performance levels
BCom	AP = 29 Mathematics = Achievement level 4 (50%)
BCom <i>with specialisation in Economics</i>	
BCom <i>with specialisation in Entrepreneurial Management</i>	
BCom <i>with specialisation in Human Resource Management</i>	
BCom <i>with specialisation in Investment Management and Banking</i>	
BCom <i>with specialisation in Marketing</i>	
BCom (Law) ¹	AP = 33 Mathematics = Achievement level 4 (50%)
BCom extended curriculum programme ²	AP = 25 – 28 Mathematics = Achievement level 3 (40%)
BAdmin ³	AP = 29
BAdmin extended curriculum programme ⁴	AP = 25 – 28
BAcc ⁵	AP = 34 Mathematics = Achievement level 5 (60%)
BCom (Accounting)	AP = 29 Mathematics = Achievement level 4 (50%)

¹The system of promotion in terms of the General Rule A9.4(e) is applicable to BCom (Law) students who have obtained a module mark of 70% or more in the law modules presented in the third year of the curriculum of study code 3302 (mainstream LLB). Law modules presented in the first, second and fourth years of the mainstream LLB cannot be promoted.

²(a) Students who qualify for the BCom extended curriculum programme will only be allowed to attend lectures at the UFS South Campus for the first two study years.

(b) Upon completion of the first two study years on the UFS South Campus, students in the BCom extended curriculum programme will not be allowed to change to either the BCom (Law) or the BAcc degree programmes.

³Students who register for the BAdmin extended curriculum programme without the required performance level in Mathematics or its equivalent at National Senior Certificate level will not be allowed to subsequently change to a BCom degree programme.

⁴Students who qualify for the BAdmin extended curriculum programme will only be allowed to attend lectures at the UFS South Campus for the first two study years.

⁵Students who met the admission requirements for the BAcc degree but did not take or pass Accounting or its equivalent at the required National Senior Certificate performance level will register for the EACC1614 in the first semester of their first year and need to pass it with 60% in order to continue with the BAcc degree programme in the second semester. Should they not meet the abovementioned requirement they will be converted to the BCom (Accounting) degree programme in the second semester.

Credit values and names of modules

Department of Economics

Equivalent old module codes	New module code	Credits	Name of module
EKN114 EECF61306 EECF61406	EECF1614	16	Economic Systems and Basic Microeconomics
EKN124 EECF62306 EECF62406	EECF1624	16	Introduction to Macroeconomics
None	EECF1625 ¹	20	Introduction to Macroeconomics
EKN214 EECS71407	EMIC2714	16	Microeconomics
EKN224 EECS72407	EMAC2724	16	Macroeconomics
EKN314 EECF71407 EECT71507	EINT3715	20	International Economics
EKN324 EECT72407 EECT72507	EECT3725	20	South African Macroeconomic Policy Issues
EECM71407	EECM3714	16	Introduction to Mathematical Economics
EKT324 EECM72407	EECM3724	16	Statistics for Economics
EFEF62306 EFEF62406	EFEF1624	16	Personal Finance
FEC214 EFES71407	EFES2714	16	Money and Interest Rates
FEC224 EFES72407	EFES2724	16	Financial Instruments, Markets and Institutions
FEC314 EFET71407	EFET3714	16	Investment Management
FEC324 EFET72407	EFET3724	16	Risk Management in Banking

¹ Only available for BAcc students

Department of Business Management

Equivalent old module codes	New module code	Credits	Name of module
EBUS51305 EBUS51405	EBUS1514	16	Business Functions
OBS134 EBUS62406	EBUS1624	16	General Management
EBUS61406	EBUS1614	16	Fundamental Business Functions
EBUS66406	EBMA2624	16	Personal Selling
EBUS64406	ENOV2624	16	Innovation Management
IBM314 EBUS71407 EBUS72507	EBMA3725	20	Digital Marketing
OBS324 EBUS79507	EBMA3715	20	Strategic Marketing
EBUS78407 EBUS73407	EBMA3724	16	Relationship Marketing
EBUS77407	ESBM2724	16	Small Business Management
OBS244 EBUS74407	EBUS2714	16	Entrepreneurship
OBS314 EBUS75407 EBUS75507	EBUS2715	20	Strategic Management

Department of Industrial Psychology

Equivalent old module codes	New module code	Credits	Name of module
HUM114 EHRM51305 EHRM51405	EHRM1514	16	Introduction to Human Resources Management
ORG124 EIOP52305 EIOP52405	EIOP1524	16	Introduction to Individual Differences
OCP224 ECAP61406	ECAP2614	16	Career Psychology
ELR214 ELRM62406	ELRM2624	16	Labour Relations Management
TRG314 ETRG71407	ETRM3714	16	Training Management
EPFM72407	EPFM3724	16	Performance Management
EORG71507	EORG3715	20	Organisational Psychology
RSM324 EARH72407	EARH3724	16	Applied Research for HRM and IOP

Centre for Accounting

Equivalent old module	New module code	Credits	Name of module
REK114 EACC61406	EACC1614	16	Accounting
REK124 EACC62406	EACC1624	16	Accounting
REK208 EACC60806	EACC2608	32	Accounting
REK308 EACC70807	EACC3708	32	Accounting
BRF214 BRF224 MAC224 EMAC62406	EMAC2624	16	Managerial Accounting
FIN114 ¹ EFAC61406 EFAC1614	EFIN1614	16	Financial Accounting
FIN124 EFAC62406 EFAC1624	EFIN1624	16	Financial Accounting
FIN208 EFAC70807 EFAC2708	EFIN2708	32	Financial Accounting
FIN308 EFIN70907	EFIN3708	32	Financial Accounting
BRF314 MAC314 EMAC71407	EMAC2714	16	Managerial Accounting
MNF324 EMNF72407	EMNF2724	16	Managerial Finance
BRF308 EBRF70907	EBRF3708	32	Management Accounting and Finance
EAUD2624 & EAUD3724 OR EODT1524 & EODT2624	EODT2708	32	External Auditing
ODT308 EODT70907	EODT3708	32	External Auditing
BEL208 EBEL61406	EBEL2614	16	Basic Taxation
BLS208 BEL308 ETXA60806 EBEL70807	EBEL2708	32	Taxation

BLS308 EBLS70907	EBLS3708	32	Taxation
EBS224 EESB62406 EESB61406	EEBS2614	16	Business Ethics
RKT224 RKT214 ERKT61406	ERKT1624	16	Computer Applications and Control
RRK208 ERRK60806	ERRK1624	16	Accounting for the Legal Profession
No old code	EACE1508	32	Accountancy Environment
No old code	EACE2614	16	Accountancy Environment

¹ Financial Accounting modules only available for BAcc students

Department of Public Administration and Management

Equivalent old module codes	New module code	Credits	Name of module
EPAM51405	EPAM1514	16	Public Administration and Management Theories
OBB124 EPAM62406	EPAM1624	16	Public Administration and Management in Action
ECPM51405	ECPM1514	16	Calculations for Public Managers
OBB314 EPAM61406	EPAM2614	16	Micro- and Macro-organisational Analysis
MPB224 EMMA62406	EMMA2624	16	The Study of Municipal Management and Administration
MPB214 EMMA61406	EMMA2614	16	Municipal Management and Administration
MPB314 EMMA71407	EMMA3714	16	Contemporary Issues in Local Government
OBB214 EPAM71407	EPAM3714	16	Public Financial Management
MPB324 EMMA72407 EMMA72507	EMMA3725	20	Municipal Finances
OBB224 EPAM72407 EPAM72507	EPAM3725	20	Public Policy Administration and Management
EPAL71407	EPAL3714	16	Public Administration and Management Law
OBB324 EPAH62406	EPAH1624	16	HRM in the Public Sector
ESCM72406	ESCM2724	16	Supply Chain Management
EMEP62406	EMEP2624	16	Monitoring and Evaluation in the Public Sector

Additional core modules

Equivalent old module codes	New module code	Credits	Name of module
EBCS51405	EBCS1514	16	Business Calculations
EBCS52405	EBCS1524	16	Business Calculations
ECPM51405	ECPM1514	16	Calculations for Public Managers
UFS101	UFS101	16	Undergraduate Core Curriculum

Modules for the extended curriculum programmes

Equivalent old module codes	New module code	Equivalent mainstream code	Credits	Name of module
EFPA51505	EFPA2515	EPAM1514	20	Public Administration and Management Theories
EFPA62506	EFPA2625	EPAM1624	20	Public Administration and Management in Action
EFPA61506 EFPH62506	EFPH2625	EPAH1624	20	Human Resource Management in the Public Sector
EFHR51505	EFHR1515	EHRM1514	20	Introduction to Human Resource Management
EFIP52505	EFIO1525	EIOP1524	20	Introduction to Individual Differences
EFBM51505	EFBM2515	EBUS1514	20	Business Functions
EFBM62506	EFBM2625	EBUS1624	20	General Management
EFEC61406	EFEC2614	EECF1614	16	Economic Systems and Basic Microeconomics
EFEC62406	EFEC2624	EECF1624	16	Introduction to Macroeconomics
EFBC51405	EFBC2514	EBCS1514	16	Business Calculations
EFBC52405	EFBC2524	EBCS1524	16	Business Calculations
EFCP51405	EFCP2514	ECPM1514	16	Calculations for Public Managers

Rules regarding progression

In order to proceed to the next study year in a programme, students must comply with the following requirements according to the General Rule, A3.10.

The progression requirements are the following:

- (a) In the first study year of all undergraduate degree programmes, students are required to pass 35% of the first-year modules to be allowed to start with the second year's study.
- (b) In the second study year of all undergraduate degree programmes, students are required to pass at least 45% of the second-year modules to be able to start with the next year's study.
- (c) In all other study years of undergraduate degree programmes, students are required to pass at least 60% of the modules to be able to progress to the next year's study.
- (d) Where a student does not qualify to start with the next year's study, the student must register for the outstanding modules and repeat the relevant academic

year, and she/he may, with the dean's permission, add a maximum number of modules to the next year's study, which, together, may not amount to more than a total of 32 credits above the normal curriculum requirements for the programme in a specific study year.

- (e) A student who repeats a study year must either match or exceed the requirement in respect of the percentage of modules stipulated in paragraphs A3.10(a), A3.10(b) and A3.10(c) before she/he shall be allowed to continue with the next study year of the programme in the following calendar year.
- (f) A part-time undergraduate student is expected to attain half of the achievements that are required in paragraphs A3.10 (a) to A3.10 (e).

Module code changes, equivalent modules and transition rules

- Current students who registered for the first time in 2011 or before, without a break in registration, should follow the curricula in the Rule Book of the year that they registered for the first time for that specific programme and use the new eight-digit module codes.
- Current students who registered for the first time between 2012 and 2014, without a break in registration, should follow the curricula in the Rule Book of 2014 and use the new eight-digit module codes.
- Current students who registered for the first time in 2015 and onwards, without a break in registration, should follow the curricula in the Rule Book of the first year of registration and use the new eight-digit module codes.
- If students change from one programme to another they must follow the curricula of the programme to which they have changed, as appears in the Rule Book of the year that they registered for that specific programme for the first time.

Duration of Study

General Rule A5 (a) stipulates that, except in cases where the Council, via the Senate, implements new rules with immediate effect, a student may, for a undergraduate qualification, only register at the University for the minimum period allowed for that qualification plus an additional two years, with the second period following directly after the first, and she/he must complete her/his studies for that particular qualification in accordance with the rules applicable at the time of registration. Should there be an interruption to the student's study, the rules applicable to the time of the registration after interruption will apply.

Module prerequisites

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

Department of Economics

Module	Module prerequisite
EECF1614	National Senior Certificate with Mathematics performance level 4
EECF1624/ EECF1625 ¹	National Senior Certificate with Mathematics performance level 4
EMIC2714	EECF1614 or EFEC2614
EMAC2724	EECF1624 or EFEC2624
EINT3715	EECF1624 or EFEC2624
EECT3725	EECF1624 and EMAC2724
EECM3714	EBCS1514, EBCS1524, EECF1614 and EECF1624
EECM3724	EBCS1514, EBCS1524, EECF1614 and EECF1624
EFES2714	EECF1624 or EFEC2624
EFES2724	EECF1624 or EFEC2624
EFET3714	EECF1624 or EFEC2624
EFET3724	EECF1624 or EFEC2624

¹ Only available for BAcc and BCom (Accounting) students

Department of Business Management

Module	Module prerequisite
EBMA3715	EBUS1614
EBUS2715	EBUS1624
EBMA3724	EBMA2624

Centre for Accounting

Module	Module prerequisite
EACC2608	EACC1614 or EACC1624
EACC3708	EACC2608 or EFIN1624 and EBEL2614
EFIN1614	Accounting at National Senior Certificate performance level 5 (60%)
EFIN1624	EFIN1614 passed with a mark of 50% or EACC1614 passed with a mark of 60%
EFIN2708	EFIN1624
EFIN3708	EFIN2708 or EACC3708
EMAC2624	EACC1614 or EACC1624 or EFIN1614 or EFIN1624
EMAC2714	EACC1614 or EACC1624 or EFIN1614 or EFIN1624
EMNF2724	EACC1614 or EACC1624 or EFIN1614 or EFIN1624
EODT3708	EODT2708
EBLS3708	EBEL2708

Extended curriculum programme

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

UNDERGRADUATE STUDIES IN PRIVATE SECTOR MANAGEMENT**General Information****Programmes in Private Sector**

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

- While a BCom degree is directed at economic and management positions in the private sector, it is also an excellent programme for a career in the public sector (compare with the undergraduate degree programme in Public Sector Management).
- The degree programme is structured around the core subjects of Economics, Business Management, Industrial Psychology and Accounting. The BCom degree offers a broader option to students who would like a solid general management background but who prefer not to specialise too soon.
- Specialisations from which to choose within the BCom degree programme are indicated on page 6 under *General admission requirements*.

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

Rule F3 **Bachelor of Commerce**
BCom
(Minimum total credits: 428)
Academic Plan code: BC630000

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Business Functions	EBUS1514					
General Management				EBUS1624		
Fundamental Business Functions			EBUS1614			
Small Business Management						ESBM2724
Strategic Management					EBUS2715	
Entrepreneurship					EBUS2714	
Economics Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1624				
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
International Economics					EINT3715	
South African Macroeconomic Policy Issues						EECT3725
Accounting	EACC1614	EACC1624	EACC2608	EACC2608		
Introduction to Human Resource Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Career Psychology			ECAP2614			
Labour Relations Management				ELRM2624		
Managerial Accounting				EMAC2624		
Business Calculations	EBCS1514	EBCS1524				
Personal Finance						EFEF1624
Elective modules					Choose 1 field of specialisation (2 modules)	
Accounting					EACC3708*	EACC3708
OR					OR	
Performance Management						EPFM3724
Organisational Psychology					EORG3715	
OR					OR	
Introduction to Mathematical Economics					EECM3714	
Statistics for Economics						EECM3724
Minimum credits towards degree	80	64	64	80	72	68
	144		144		140	
Developmental modules						
Undergraduate Core Curriculum	UFS101	UFS101				
Academic Literacy	EALE1508	EALE1508				
Additional credits for developmental modules	32					
Undergraduate Core Curriculum (UFS101)	16					

*Please note that students must additionally register for and pass the EBEL2614 module in their 1st or 2nd academic year should they intend to choose the EACC3708 as an elective in their 3rd academic year, as EBEL2614 is one of the pre-requisite modules for the EACC3708 module.

Rule F4 Bachelor of Commerce with specialisation in Investment Management and Banking
BCom with specialisation in Investment Management and Banking
(Minimum total credits: 408)
Academic Plan code: BC630021

	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Compulsory modules						
Economic Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1624				
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
International Economics					EINT3715	
South African Macroeconomic Policy Issues						EECT3725
Introduction to Mathematical Economics					EECM3714	
Statistics for Economics						EECM3724
Money and Interest Rates			EFES2714			
Financial Instruments, Markets and Institutions				EFES2724		
Investment Management					EFET3714	
Risk Management in Banking						EFET3724
Business Functions	EBUS1514					
General Management		EBUS1624				
Managerial Finance						EMNF2724
Accounting			EACC1614	EACC1624		
Introduction to Human Resource Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Financial Planning Environment			LFPL2614			
Business Ethics			EEBS2614			
Basic Taxation					EBEL2614	
Business Calculations	EBCS1514	EBCS1524				
Personal Finance				EFEF1624		
Minimum credits towards degree	64	64	80	64	68	68
	128		144		136	
Developmental modules						
Undergraduate Core Curriculum	UFS101	UFS101				
Academic Literacy	EALE1508	EALE1508				
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

Rule F5 Bachelor of Commerce with specialisation in Economics
BCom with specialisation in Economics
(Minimum total credits: 396)
Academic Plan code: BC630020

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Economic Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1624				
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
International Economics					EINT3715	
South African Macroeconomic Policy Issues						EECT3725
Introduction to Mathematical Economics					EECM3714	
Statistics for Economics						EECM3724
Money and Interest Rates			EFES2714			
Financial Instruments, Markets and Institutions				EFES2724		
Investment Management					EFET3714	
Risk Management in Banking						EFET3724
Business Functions	EBUS1514					
General Management		EBUS1624				
Fundamental Business Functions			EBUS1614			
Entrepreneurship			EBUS2714			
Strategic Management					EBUS2715	
Accounting			EACC1614	EACC1624		
Introduction to Human Resource Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Business Calculations	EBCS1514	EBCS1524				
Personal Finance				EFEF1624		
Minimum credits towards degree	64	64	80	64	72	52
	128		144		124	
Developmental modules						
Undergraduate Core Curriculum	UFS101	UFS101				
Academic Literacy	EALE1508	EALE1508				
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

Rule F6 Bachelor of Commerce with specialisation in Marketing
BCom with specialisation in Marketing
(Minimum total credits: 392)
Academic Plan code: BC630010

	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Compulsory modules						
Business Functions	EBUS1514					
Entrepreneurship					EBUS2714	
General Management		EBUS1624				
Fundamental Business Functions	EBUS1614					
Personal Selling				EBMA2624		
Innovation Management				ENOV2624		
Brand Communication				ICOM2624*		
Digital Marketing						EBMA3725
Strategic Marketing					EBMA3715	
Relationship Marketing						EBMA3724
Integrated Marketing Communication					ICOM3714*	
Economic Systems and Basic Microeconomics			EECF1614			
Introduction to Macroeconomics				EECF1624		
Accounting			EACC1614	EACC1624		
Introduction to Human Resource Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Labour Relations Management				ELRM2624		
Marketing Communication	BKO134*					
Microeconomics					EMIC2714	
Macroeconomics						EMAC2724
Business Calculations	EBCS1514	EBCS1524				
Personal Finance		EFEF1624				
Minimum credits towards degree	80	64	32	96	68	52
	144		128		120	
Developmental modules						
Undergraduate Core Curriculum	UFS101	UFS101				
Academic Literacy	EALE1508	EALE1508				
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

* Please note that the BKO134 module will change to ICOM2614 as from 2019

* BKOS254 will change to ICOM2624 as from 2019

* BKO344 will change to ICOM3714 as from 2020

* Both the ICOM2624 and ICOM3714 modules will have pre-requisites

Rule F7 Bachelor of Commerce with specialisation in Entrepreneurial Management
BCom with specialisation in Entrepreneurial Management
(Minimum total credits: 400)
Academic Plan code: BC630011

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Business Functions	EBUS1514					
Digital Marketing						EBMA3725
General Management		EBUS1624				
Fundamental Business Functions	EBUS1614					
Innovation Management				ENOV2624		
Small business Management				ESBM2724		
Strategic Marketing					EBMA3715	
Strategic Management					EBUS2715	
Entrepreneurship			EBUS2714			
Economic Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1624				
Accounting			EACC1614	EACC1624		
Introduction to Human Resource Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Career Psychology			ECAP2614			
Labour Relations Management				ELRM2624		
Microeconomics					EMIC2714	
Macroeconomics						EMAC2724
Performance Management						EPFM3724
Organisational Psychology					EORG3715	
Business Calculations	EBCS1514	EBCS1524				
Personal Finance						EFEF1624
Minimum credits towards degree	80	64	48	64	76	68
	144		112		144	
Developmental modules						
Undergraduate Core Curriculum	UFS101	UFS101				
Academic Literacy	EALE1508	EALE1508				
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

Rule F8 Bachelor of Commerce with specialisation in Human Resource Management
BCom with specialisation in Human Resource Management
(Minimum total credits: 360)
Academic Plan code: BC630030

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Introduction to Human Resources Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Career Psychology			ECAP2614			
Training Management					ETRM3714	
Labour Relations Management				ELRM2624		
Performance Management						EPFM3724
Organisational Psychology					EORG3715	
Applied research for Human Resource Management and IOP						EARH3724
General Management				EBUS1624		
Strategic Management					EBUS2715	
Psychology	PSIN1514*	PSDE1624*	PSSO2614*	PSIH2724*	PSPA3714*	PSPE3724*
Fundamental Business Functions			EBUS1614			
Business Calculations	EBCS1514	EBCS1524				
Personal Finance				EFEF1624		
Elective modules						
Economics (both semesters)	EECF1614	EECF1624				
OR	OR					
Accounting (both semesters)	EACC1614	EACC1624				
Minimum credits towards degree	64	64	48	64	72	48
	128		112		120	
Developmental modules						
Undergraduate Core Curriculum	UFS101	UFS101				
Academic Literacy	EALE1508	EALE1508				
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

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

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

Rule F9 Bachelor of Commerce Law
BCom (Law)
(Minimum total credits: 512 credits)
Academic Plan code: BC637070

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Business Functions	EBUS1514					
General Management				EBUS1624		
Economic Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1624				
Accounting for the Legal Profession	EACC1614	ERRK1624				
Fundamental Business Functions			EBUS1614			
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
Accounting			EACC2608	EACC2608		
Entrepreneurship					EBUS2714	
Introduction to Legal Science	LILS1514	LILS1524				
Legal History	LHIS1514					
Roman Law		LROM1524				
Law of Persons			LPSN1514			
Family Law				LFAM1524		
Labour Law			LLAB2614			
Law of Contract					LCON2614	
Law of Succession and Administration						LSAE2624
Legal Practice	LPRC1512	LPRC1522	LPRC2514			
Law of Things						LPRO3724
Law of Delicts					LDEL3714	
Law of Business Enterprise					LBEN3714	LBEN3724
Personal Finance						EFEF1624
Elective modules					Choose 1 field of specialisation (2 modules)	
Small Business Management						ESBM2724
Strategic Management					EBUS2715	
OR					OR	
International Economics					EINT3715	
South African Macroeconomic Policy Issues						EECT3725
OR					OR	
Accounting					EACC3708*	EACC3708
Additional elective modules			Choose 1 language (all modules for the chosen language)			
Afrikaans for the Profession			AFPA1512 AFPB1512	AFPC1522 AFPD1522		
OR			OR			
English for Law			ENGS1608	ENGS1608		
OR			OR			
Latin			CLLT1608	CLLT1608		
OR			OR			
The Language of Culture of Law			CLLC1514	CLLC1624		
Minimum credits towards degree	88	72	112	80	80	80
	160		192		160	
Developmental modules						
Undergraduate Core Curriculum	UFS101	UFS101				
Academic Literacy	EALE1508	EALE1508				
Additional credits for developmental modules	32					

Please see next page for notes on BCom (Law)

Undergraduate Core Curriculum	16				
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Please note: For modules from other Faculties it is the responsibility of the student to ensure that the prerequisites for those modules are met.

*Please note that students must additionally register for and pass the EBEL2614 module in their 1st or 2nd academic year should they intend to choose the EACC3708 as an elective in their 3rd academic year, as EBEL2614 is one of the pre-requisite modules for the EACC3708 module.

(a) The system of promotion in terms of the General Rule A9.4 (e) does not apply to any modules within the Faculty of Law.

Rule F10 Bachelor of Commerce extended curriculum programme
BCom extended curriculum programme
(Minimum total credits: 444 plus 96 developmental credits)
Academic Plan code: BC6300E3

	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Business Functions			EFBM2515					
General Management				EFBM2625				
Fundamental Business Functions					EBUS1614			
Small Business Management								ESBM2724
Strategic Management							EBUS2715	
Entrepreneurship							EBUS2714	
Economic Systems and Basic Microeconomics			EFEC2614					
Introduction to Macroeconomics				EFEC2624				
Microeconomics					EMIC2714			
Macroeconomics						EMAC2724		
International Economics							EINT3715	
South African Macroeconomic Policy Issues								EECT3725
Accounting			EACC1614	EACC1624	EACC2608	EACC2608		
Intro to HRM	EFHR1515							
Intro to Individual Differences		EFIO1525						
Career Psychology					ECAP2614			
Labour Relations Management						ELRM2624		
Managerial Accounting						EMAC2624		
Personal Finance								EFEF1624
Business Calculations			EFBC2514	EFBC2524				
Elective modules							Choose 1 field of specialisation (2 modules)	
Accounting							EACC3708*	EACC3708
OR							OR	
Performance Management								EPFM3724
Organisational Psychology							EORG3715	
OR							OR	
Introduction to Mathematical Economics							EECM3714	
Statistics for Economics								EECM3724
Minimum credits towards degree	20	20	68	68	64	64	72	68
	40		136		128		140	
Developmental modules								
Undergraduate Core Curriculum					UFS101	UFS101		
Skills for Lifelong Learning	SCLL1508	SCLL1508						
Mathematical Literacy	MATD1554	MATD1584						
Academic Literacy	EALE1508	EALE1508						
Additional credits for developmental modules	96							
Undergraduate Core Curriculum					16			

*Please note that students must additionally register for and pass the EBEL2614 module in their 1st or 2nd academic year should they intend to choose the EACC3708 as an elective in their 3rd academic year, as EBEL2614 is one of the pre-requisite modules for the EACC3708 module.

UNDERGRADUATE STUDIES IN PUBLIC SECTOR ADMINISTRATION AND MANAGEMENT

General Information

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

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

The curricula for the the BAdmin degree programmes are explained in the following section.

Rule F11 Bachelor of Administration
BAdmin
(Minimum total credits: 376 credits)
Academic Plan code: BC634040

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Public Administration and Management Theories	EPAM1514					
Public Administration and Management in Action		EPAM1624				
Micro- and Macro-organisational Analysis			EPAM2614			
Municipal Management and Administration			EMMA2614			
Human Resource Management in the Public Sector		EPAH1624				
The Study of Municipal Management and Administration				EMMA2624		
Supply Chain Management				ESCM2724		
Contemporary Issues in Local Government					EMMA3714	
Public Financial Management					EPAM3714	
Municipal Finances						EMMA3725
Public Policy Administration and Management						EPAM3725
Public Administration and Management Law					EPAL3714	
Introduction to Human Resource Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Monitoring and Evaluation in the Public Sector				EMEP2624		
Introduction to Politics	POLS1514*					
Introduction to World Politics & Global Governance		POLS1524*				
Calculations for Public Managers	ECPM1514					
Personal Finance				EFEF1624		
Elective modules			Choose 1 field of specialisation (2 modules)		Choose 1 field of specialisation (2 modules)	
Career Psychology			ECAP2614			
Labour Relations Management				ELRM2624		
Organisational Psychology					EOR3715	
Performance Management						EPFM3724
OR			OR		OR	
Globalisation and World Politics			POLS2614*			
Governance & Political Transformation in Africa				POLS2624*		
Security & Conflict Studies					POLS3714*	
Ideology & Political Theory						POLS3724*
Minimum credits towards degree	64	64	48	80	64	56
	128		128		120	

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Developmental modules						
Undergraduate Core Curriculum	UFS101	UFS101				
Academic Literacy	EALE1508	EALE1508				
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

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

Rule F12 Bachelor of Administration extended curriculum programme
BAdmin extended curriculum programme
(Minimum total credits: 416 plus 96 developmental credits)
Academic Plan code: BC6340E1

	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Compulsory modules								
Public Administration and Management Theories			EFPA2515					
Public Administration and Management in Action				EFPA2625				
Micro- & Macro-organisational Analysis					EPAM2614			
The study of Municipal Administration and Management					EMMA2614			
Human Resource Management in the Public Sector				EFPH2625				
Municipal Management and Administration						EMMA2624		
Supply Chain Management						ESCM2724		
Contemporary Issues in Local Government							EMMA3714	
Public Financial Management							EPAM3714	
Municipal Finances								EMMA3725
Public Policy Management								EPAM3725
Public Administration and Management Law							EPAL3714	
Introduction to Human Resource Management	EFHR1515							
Introduction to Individual Differences		EFIO1525						
General Management				EFBM2625				
Monitoring and Evaluation in the Public Sector						EMEP2624		
Introduction to Politics			POLS1514*					
Introduction to World Politics & Global Governance				POLS1524*				
Calculations for Public Managers			EFCP2514					
Personal Finance						EFEF1624		
Elective modules					Choose 1 field of specialisation (2 modules)		Choose 1field of specialisation (2 modules)	
Career Psychology					ECAP2614			
Labour Relations Management						ELRM2624		
Organisational Psychology							EORG3715	
Performance Management								EPFM3724
OR					OR		OR	
Globalisation and World Politics					POLS2614*			
Governance & Political Transformation in Africa						POLS2624*		
Security & Conflict Studies							POLS3714*	
Ideology & Political Theory								POLS3724*
Minimum credits towards degree	20	20	52	76	48	80	64	56

	40		128		128		120	
Developmental modules								
Undergraduate Core Curriculum					UFS101	UFS101		
Mathematical Literacy	MTDE1508	MTDE1508						
Skills for Lifelong Learning	SCLL1508	SCLL1508						
Academic Literacy EMS	EALE1508	EALE1508						
Additional credits for developmental modules	96							
Undergraduate Core Module					16			

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

Undergraduate studies: Accountancy

General Information

The University of the Free State offers two undergraduate Accountancy programmes, namely Bachelor of Accounting (BAcc) and Bachelor of Commerce in Accounting (BCom (Accounting)).

These are highly sought-after professional programmes and are directed at the requirements of the professional bodies within the accountants' profession, namely the South African Institute for Chartered Accountants (SAICA), South African Institute for Professional Accountants (SAIPA), Chartered Institute of Management Accountants (CIMA) and the Association of Chartered Certified Accountants (ACCA). Due to the fact that these bodies enjoy international status, recognition is given to all the degree programmes in the listed Accounting degree programmes. For this specific reason a degree programme in Accountancy is very much in demand.

Accountancy can lead to membership of professional bodies, in accordance with certain provisions laid down by these bodies. Documentation is available and the various webpages can be consulted for further information in this regard.

Programme	Professional Body
Bachelor of Accounting (BAcc)	SAICA SAIPA/ACCA/CIMA
Bachelor of Commerce in Accounting (BCom (Accounting))	SAIPA/ACCA/CIMA

Description and information regarding the programme in Accountancy

The BAcc degree programme is designed for students wanting to qualify as Chartered Accountants. Chartered Accountants render services not only as accountants, but also as taxation, financial, management and auditing experts. This is a sought-after career for both the corporate and the public sectors. Financial Accounting, Auditing, Taxation and Managerial Accounting form the core of the BAcc degree programme.

Graduates who have a BAcc degree will have accreditation with SAICA. Without additional postgraduate study, a BAcc graduate can obtain full registration with the Institute of Professional Accountants (SAIPA). This programme also serves as partial accreditation to the Chartered Institute of Management Accountants (CIMA) and the Association of Chartered Certified Accountants (ACCA).

After successful completion of the abovementioned professional external examinations and the prescribed practical traineeship period, these people may register as Chartered Accountants at the SAICA.

BCom (Accounting) focuses on the Professional Accountant profession. Accounting, Taxation and Managerial Accounting form the core of this programme. The professional accountants' profession (SAIPA) focuses on the performing of accounting and taxation services, but graduandi can also be financial managers in the private sector. The BCom (Accounting) degree programme offers partial accreditation for a programme with the Chartered Institute of Management Accountants (CIMA) and with the Association of Chartered Certified Accountants (ACCA).

In view of the fact that the degree programmes are designed in accordance with the requirements of the various professional bodies, there are no electives. The prescribed modules as set out below, detail the curricula for the degree programmes taken over a three-year period. Economics, Business Management and Industrial Psychology are the other management components which form part of the curricula. Accountancy Environment and Commercial Law also play an important part in rounding off these degree programmes.

**Rule F13 Bachelor of Accounting
BAcc
(Minimum total credits: 488)
Academic Plan code: BC636060**

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Financial Accounting or Accounting ¹	EFIN1614 or EACC1614	EFIN1624	EFIN2708	EFIN2708	EFIN3708	EFIN3708
Accountancy Environment	EACE1508	EACE1508	EACE2614			
Economic Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1625				
Fundamental Business Functions	EBUS1614					
General Management		EBUS1624				
Strategic Management			EBUS2715			
Managerial Accounting			EMAC2714			
Managerial Finance				EMNF2724		
Managerial Accounting and Finance					EBRF3708	EBRF3708
External Auditing			EODT2708	EODT2708	EODT3708	EODT3708
Business Ethics			EEBS2614			
Taxation			EBEL2708	EBEL2708	EELS3708	EELS3708
Commercial Law	LMER1514*	LMER1624*				
Computer Applications and Controls		ERKT1624				
Minimum credits towards degree	80	100	116	64	64	64
	180		180		128	
Developmental modules						
Undergraduate Core Curriculum	UFS101	UFS101				
Academic Literacy	EALE1508	EALE1508				
Additional credits for developmental modules	32					
UFS101	16					

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

¹ Students who did not take or pass Accounting or its equivalent at the required National Senior Certificate performance level will register for the EACC1614 in the first semester of their first year and need to pass it with 60% in order to continue with the BAcc programme in the second semester. Should they not meet the abovementioned requirement they will be converted to the BCom (Accounting) programme in the second semester.

Rule F14 Bachelor of Commerce in Accounting
BCom (Accounting)
(Minimum total credits: 420)
Academic Plan code: BC635050

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Accounting	EACC1614	EACC1624	EACC2608	EACC2608	EACC3708	EACC3708
Accounting Environment	EACE1508	EACE1508	EACE2614			
Economic Systems and Basic	EECF1614					
Introduction to Macroeconomics		EECF1624				
General Management		EBUS1624				
Managerial Accounting				EMAC2624	EMAC2714	
Managerial Finance						EMNF2724
Internal Controls					EODT2708	EODT2708
Business Ethics			EEBS2614			
Strategic Management					EBUS2715	
Taxation			EBEL2614		EBEL2708	EBEL2708
Fundamental Business Functions	EBUS1614					
Commercial Law	LMER1514*			LMER1624*		
Computer Applications and Controls				ERKT1624		
Minimum credits towards degree	80	64	64	64	84	64
	144		128		148	
Developmental modules						
Undergraduate Core Curriculum	UFS101	UFS101				
Academic Literacy	EAL1508	EAL1508				
Additional credits for developmental	32					
UFS101	16					

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