



University of the Free State
Faculty of Economic and
Management Sciences

QwaQwa Campus
Rule Book 2023



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Table of contents

Undergraduate Programmes.....	1
General Orientation	1
Bachelor Degree Programmes.....	3
Private Sector Management	4
Public Sector Management.....	4
Faculty Requirements.....	5
Credit Values and Names of Modules	6
Progression Rules Regarding Admission to Modules in the Next Study Year	8
Duration of Study.....	9
Module Prerequisites.....	9
Undergraduate Studies	11
Private Sector Management	11
Bachelor of Commerce with specialisation in Management.....	12
Bachelor of Commerce with specialisation in Management (extended curriculum programme)	14
Public Sector Management.....	18
Bachelor of Administration	19
Bachelor of Administration (<i>extended curriculum programme</i>).....	20

Undergraduate Programmes

General Orientation

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

The Protection of Personal Information (PoPI) Act, No. 4 of 2013, promotes the protection of personal information by public and private bodies. Therefore, the PoPI Act influences how the faculty collects, stores, or disseminates the personal information of its students. As such, any personal student information, including information about academic performance, may not be disclosed to third parties, including sponsors and parents, without the student's written consent.

All registered EMS undergraduate students must adhere to the **Faculty of Economic and Management Sciences Rules and General Academic Rules and Regulations** (hereafter referred to as Faculty Rules and General Academic Rules, respectively).

Several rules apply across the programmes and major fields of study. These rules are categorised into two sets, namely, General Academic Rules and Faculty Rules. It is the responsibility of students to be conversant with the General Academic Rules and the Faculty Rules.

General Academic Rules apply to all faculties, including the Faculty of Economic and Management Sciences. Unless specified otherwise, the General Academic Rules apply to all the programmes listed herein.

The General Academic 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.
- Semester and year marks; requirements for passing; programme with distinction; re-admission and academic exclusion of a student; re-assessments; special examinations; arrangements for examination venues; incorrect reading of examination timetable; marks and final results.
- The National Benchmark Test (NBT) is 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 extended curriculum programme students will be registered (during formal registration) for the applicable language (EAL1508) and Mathematics Development module(s) (MTDE1508) for the BAdmin extended curriculum programme and MATD1554 and MATD1584 for the BCom extended curriculum programme, regardless of the NBT's score.

Faculty Rules are described in this publication. These rules apply specifically to the programmes in this faculty. Each rule is denoted by the letter “F” followed by a number, e.g. “Rule F1”, “Rule F2”, etc.

Resubmission of summative assessments other than examinations

For some modules, there are no exams, and the final summative assessment will be in the form of a project, portfolio, essay or research report. For such modules, if the final mark (in the final year of study) is between 45% and 49%, the student may (as the final opportunity) resubmit improved work for assessment. Final opportunity resubmissions must be submitted before the due dates as determined by the UFS.

Bachelor Degree Programmes

Information

The Bachelor Degree Programmes in this faculty are intended to maximise student 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 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, and
- Public Sector Management.

The UFSS1504 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 UFSS1504 is a compulsory module for an undergraduate degree or diploma qualification. 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 QwaQwa Campus, i.e. the second year of the extended curriculum programme.

Students that successfully completed the SCLL1508 or SCLL1414 AND SCLL1524 modules must register for the **UFSS1522 in the second semester of their first year of studies in a mainstream programme.**

A promotion system is not applied in the Faculty of Economic and Management Sciences and therefore, General Academic Rules regarding promotion do not apply to this faculty.

Private Sector Management

Bachelor of Commerce Programmes

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code
Bachelor of Commerce <i>with specialisation in Management</i>	BCom <i>with specialisation in Management</i>	Q6300	63001	QC630001
Bachelor of Commerce <i>with specialisation in Management</i>	BCom <i>with specialisation in Management*</i>	Q63E2	63001	QC6300E2

* Extended curriculum programme

Public Sector Management

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code
Bachelor of Administration	BAdmin	Q6340	63401	QC634040
Bachelor of Administration	BAdmin*	Q63E1	63401	QC6340E1

* Extended curriculum programme

Faculty Requirements

General admission requirements

It is the student's responsibility to be conversant with the most recent version of the General Academic Rules and the Faculty Rules. Over and above the rules in this document, the definitions and rules set out in the ⁴General Academic Rules apply. A copy of these rules may be obtained from the university's website ⁴. The prospective student's attention is drawn to the following:

- A1: General Academic Rules
- A2: Applying for Admission

Additionally, minimum Admission Points and National Senior Certificate performance levels must be met for the programmes in this document, as set out in the table below.

Programme	Minimum Admission Point (AP) and National Senior Certificate Performance Levels
BCom with specialisation in Management	AP = 28 Mathematics = Achievement level 4 (50%) English = Achievement level 4 (50%)
*BCom with specialisation in Management ¹	AP = 24 – 27 Mathematics = Achievement level 3 (40%) English = Achievement level 4 (50%)
BAdmin	AP = 28 English = Achievement level 4 (50%)
*BAdmin ^{2, 3}	AP = 24 – 27 English = Achievement level 4 (50%)

* Extended curriculum programme

Rules

- 1) Students who qualify for the BCom extended curriculum programme are not allowed in the first year of a mainstream BCom Degree Programme.
- 2) Students who register for the BAdmin or BAdmin extended curriculum programme without the required performance level in Mathematics or its equivalent at National Senior Certificate Level will not be allowed to change to a BCom Degree Programme subsequently.
- 3) Students who qualify for the BAdmin extended curriculum programme are not allowed in the first year of a mainstream BCom Degree Programme.
- 4) The General Academic Rules are available on the university's website:
<https://www.ufs.ac.za/about-the-ufs/governance/policy-documents>
- 5) Shelf life of modules: Academic credit does not remain valid indefinitely. The shelf life, therefore, refers to the period during which academic credit remains valid. The shelf life of the modules in the formal programmes in the Faculty of Economic Sciences is five years unless the relevant head of the department determines otherwise.

Credit Values and Names of Modules

Department of Economics and Finance

Module code	Credits	Name of module
EECF1614	16	Economic Systems and Basic Microeconomics
EECF1624	16	Introduction to Macroeconomics
EECP1514	16	Economics for Public Managers
EMIC2714	16	Microeconomics
EMAC2724	16	Macroeconomics
EINT3714	16	International Economics
ELAB3712	8	Labour Economics
EECT3724	16	South African Macroeconomic Policy Issues
EDEV3722	8	Development Economics
EECM3714	16	Introduction to Mathematical Economics
EECM3724	16	Statistics for Economics
EFEF1624	16	Personal Finance

Department of Business Management

Module code	Credits	Name of module
EBUS1514	16	Business Functions
EBUS1624	16	General Management
EBUS1614	16	Business Dynamics
ESBM2724	16	Small Business Management
EBUS2714	16	Entrepreneurship
EBUS2715	20	Strategic Management

Department of Industrial Psychology

Module code	Credits	Name of module
EHRM1514	16	Introduction to Human Resources Management
EIOP1524	16	Introduction to Individual Differences
ECAP2614	16	Career Psychology
ELRM2624	16	Labour Relations Management
EPFM3724	16	Performance Management
EORG3715	20	Organisational Psychology
ELED3714	16	Leadership in HR and IOP
EARH3724	16	Applied Research for Human Resource Management

School of Accountancy

Module code	Credits	Name of module
EACC1614	16	Accounting
EACC1624	16	Accounting
EACC2608	32	Accounting
EACC3708	32	Accounting
EMAF2614	16	Managerial Accounting
EOEC2614	16	Organisational Ethics and Citizenship
EMNF2624	16	Managerial Finance
EMAF3708	32	Managerial accounting and Finance

Department of Public Administration and Management

Module code	Credits	Name of module
EPAM1514	16	Public Administration and Management Theories
EPAM1624	16	Public Administration and Management in Action
EPAM2614	16	Micro- and Macro-organisational Analysis
EMMA2624	16	The Local Government Policy and Legislative Environment
EMMA3714	16	Contemporary Issues in Local Government
EPAM3714	16	Public Financial Management
EMMA3725	20	Municipal Finances
EPAM3725	20	Public Policy Administration and Management
EPAL3714	16	Public Administration and Management Law
ESCM 2714/2724	16	Supply Chain Management
EMEP2624	16	Monitoring and Evaluation in the Public Sector
EPCS1514	16	Political Environment for Civil Servants

Additional core modules

Module code	Credits	Name of module
EBCS1514	16	Business Calculations
EBCS1524	16	Business Calculations
UFSS1504	16	Undergraduate Core Curriculum

Modules for the Extended Curriculum Programmes

Module code	Equivalent mainstream code	Credits	Name of module
EFPA2515	EPAM1514	20	Public Administration and Management Theories
EFPA2625	EPAM1624	20	Public Administration and Management in Action
EFCS2514	EPCS1514	16	Political Environment for Civil Servants
EFEP2515	EECP1514	20	Economics for Public Managers
EFHR1515	EHRM1514	20	Introduction to Human Resource Management
EFIO1525	EIOP1524	20	Introduction to Individual Differences
EFBM2515	EBUS1514	20	Business Functions
EFBM2625	EBUS1624	20	General Management
EFEC2614	EECF1614	16	Economic Systems and Basic Microeconomics
EFEC2624	EECF1624	16	Introduction to Macroeconomics
EFBC2514	EBCS1514	16	Business Calculations
EFBC2524	EBCS1524	16	Business Calculations
EFCC2614	EACC1614	16	Accounting
EFCC2624	EACC1624	16	Accounting

Progression Rules Regarding Admission to Modules in the Next Study Year

Subject to module requirements, students must attain minimum achievements in each study programme. The prescribed module combinations for each academic year have been stipulated in the curriculum. Unless a faculty determines a higher requirement for progression, which is published in the faculty's rule book, these progression rules will apply.

Application of progression rules

- The progression rules apply to undergraduate students and all programmes from 2014.

Progression rules in respect of undergraduate students

Students must please refer to the [General Academic Rules](#) and [Faculty Rules](#) for more information about the progression rules and the rules for students who change their study programme after their first year of studies at the UFS. These rules are available on the university's website.

A minimum number of credits must be earned by the end of each year of registration before the student will be allowed to register for the next year. These credits are accumulated by completing the required modules.

Progression requirements for three-year qualifications

Year of registration	Minimum credits required for admission	Equivalent to	To be achieved by the end of
2	48	3 x 16-credit modules	year 1 of registration
3	112	7 x 16-credit modules	year 2 of registration
4	224	14 x 16-credit modules	year 3 of registration
5	288	18 x 16-credit modules	year 4 of registration

The student must complete the three-year undergraduate programme by the end of the 5th year of registration.

Progression requirements for four-year qualifications

The following progression requirements apply to four-year professional as well as four-year extended qualifications.

Year of registration	Minimum credits required for admission	Equivalent to	To be achieved by the end of
2	48	3 x 16-credit modules	year 1 of registration
3	112	7 x 16-credit modules	year 2 of registration
4	192	12 x 16-credit modules	year 3 of registration
5	320	20 x 16-credit modules	year 4 of registration
6	384	24 x 16-credit modules	year 5 of registration

The student must complete the four-year undergraduate programme by the end of the 6th year of registration.

Concessions for students who do not qualify to start the next year of study

To facilitate progression, the following concession may be made if a student does not meet the requirements for progression to the next year of study.

- The student may register for the outstanding modules and repeat the academic year.
- This concession requires the recommendation of the programme director and permission from the assistant dean.

Module Code Changes, Equivalent Modules and Transition Rules

- a) 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.
- b) If students change from one programme to another, they must follow the curriculum of the programme to which they have changed, as it appears in the Rule Book of the year that they registered for that specific programme for the first time.

Duration of Study

The General Academic Rules stipulate that, except in cases where the Council, *via* the Senate, implements new rules with immediate effect,

A student may only register for an undergraduate qualification at the UFS for the minimum duration allowed for that qualification plus an additional two consecutive years. The student must complete the according to the rules that applied when the student first registered for the qualification. Should there be an interruption to the student's study, the rules applicable at the time of the registration after interruption will apply.

Module Prerequisites

Please note that students from other faculties must also comply with the prerequisites as indicated below.

Department of Economics and Finance

Module	Module prerequisite
EECF1614	National Senior Certificate with Mathematics performance level 4 OR (EQMB1514 and EQMB1524) OR (EBCS1514 and EBCS1524)
EECF1624	National Senior Certificate with Mathematics performance level 4 OR (EQMB1514 and EQMB1524) OR (EBCS1514 and EBCS1524)
EMIC2714	EECF1614 or EFEC2614
EMAC2724	EECF1624 or EFEC2624
EINT3714	EECF1624 or EFEC2624
ELAB3712	EECF1614; EECF1624/EFEC2624 and EMAC2724
EECT3724	EECF1624 and EMAC2724
EDEV3722	EECF1614; EECF1624/EFEC2624 and EMAC2724
EECM3714	EBCS1514, EBCS1524, EECF1614 and EECF1624
EECM3724	[(EECF1614 and EECF1624) OR (EFEC2614 and EFEC2624)] and [(EBCS1514 and EBCS1524) OR (EFBC2514 and EFBC2524) OR (STSM1624) or (STSA1624)]

Department of Business Management

Module	Module prerequisite
EBUS2715	EBUS1624

School of Accountancy

Module	Module prerequisite
EACC2608	EACC1624 or EFCC2624
EMAF2614	EACC1614 (EFCC2614) and EACC1624 (EFCC2624)
EACC3708	EACC2608 or EFIN1624
EMNF2624	EACC1614 (EFCC2614) and EACC1624 (EFCC2624)
EMAF3708	EACC1614 (EFCC2614) and EACC1624 (EFCC2624)

Extended Curriculum Programme

Module	Module prerequisite
EFEC2614	(MATD1554 and MATD1584) or National Senior Certificate with Mathematics performance level 4
EFEC2624	(MATD1554 and MATD1584) or National Senior Certificate with Mathematics performance level 4

Undergraduate Studies

Private Sector Management

General Information

Management skills can be obtained in several fields of study. These fields are accommodated within the degree programme Bachelor of Commerce (BCom). The BCom is a highly regarded and comprehensive management degree programme 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. As such, it is also an excellent programme for those pursuing a career in the public sector. Further, it is comparable 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 want a solid general management background but prefer not to specialise too soon.
- There are specialisations from which to choose within the BCom Degree Programme, as indicated under general admission requirements.

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

Bachelor of Commerce with specialisation in Management

Fule F17 BCom with specialisation in Management
 Minimum total credits: 420
 Academic plan code: QC630001

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		
Business Dynamics			EBUS1614			
Small Business Management						ESBM2724
Strategic Management					EBUS2715	
Entrepreneurship					EBUS2714	
Economic systems and Microeconomics	EECF1614					
Introduction to Microeconomics		EECF1624				
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
Accounting	EACC1614	EACC1624				
Accounting			EACC2608			
Management Accounting			EMAF2614			
Introduction to Human Resource Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Business Calculations	EBCS1514	EBCS1524				
Personal Finance		EFEF1624				
Elective Modules			Choose 1 field of specialisation (2 modules)		Choose a field of specialisation (one block of modules):	
Accounting Option (NEW)						
Micro- & Macro-Organisational Analysis			EPAM2614			
Managerial Finance				EMNF2624		
Managerial Accounting and Finance					EMAF3708	
Accounting					EACC3708	
			OR			
Public Administration Option						
Micro- & Macro-Organisational Analysis			EPAM2614			
Public Administration and Management in Action				EPAM1624		
Public Financial Management					EPAM3714	
Public Policy Admin & Management						EPAM3725
Accounting					EACC3708	
			OR			

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Rule F17 continued

Electives (continued)	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Economics Option						
Micro- & Macro-Organisational Analysis			EPAM2614			
Public Administration and Management in Action				EPAM1624		
			OR			
Career Psychology			ECAP2614			
Labour Relations Management				ELRM2624		
International Economics					EINT3714	
Labour Economics					ELAB3712	
South African Economic Policy Issues						EECT3724
Development Economics						EDEV3722
Introduction to Mathematical Economics					EECM3714	
Statistics for Economics						EECM3724
			OR			
Industrial Psychology Option						
Career Psychology			ECAP2614			
Labour Relations Management				ELRM2624		
Leadership in HR and IOP					ELED3714	
Performance Management						EPFM3724
Organisational Psychology					EORG3715	
Applied Research for Human Resource Management						EARH3724
Minimum credits towards degree	80	80	80	64	116	116
	160		144		116	
Total credits			420			
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Academic Literacy	EAL1508					
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

Students must select one area of specialisation in year 2 and 3 of the curriculum and pass all modules in one of these options in order to graduate. No mixing and matching between options (boxes).

Students who intend to apply for one of the following Bachelor Honours degrees will find the applicable admission requirements on the university's website ([click here](#)).

1. BCom Honours *with specialisation in Marketing* (Students may register for the EBMA2624 module as an additional module in the second semester of their first academic year).
2. BCom Honours *with specialisation in Industrial Psychology*
3. BCom Honours *with specialisation in Economics*
4. B Admin Honours
5. BCom Honours *with specialisation in Business Management*
6. BCom Honours *with specialisation in Management Accounting*.

Bachelor of Commerce with specialisation in Management (extended curriculum programme)

Rule F18 BCom with specialisation in Management
 Minimum total credits: 436 plus 80 developmental credits
 Academic plan code: QC6300E2

Compulsory modules	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				
Business Dynamics					EBUS1614			
Small Business Management								ESBM2724
Strategic Management							EBUS2715	
Entrepreneurship							EBUS2714	
Economic Systems and Basic Microeconomics			EFEC2614					
Introduction to Macroeconomics				EFEC2624				
Microeconomics					EMIC2714			
Macroeconomics						EMAC2724		
Accounting			EFCC2614	EFCC2624				
Accounting					EACC2608			
Introduction to Human Resource Management	EFHR1515							
Introduction to Individual Differences		EFIO1525						
Managerial Accounting					EMAF2614			
Personal Finance						EFEF1624		
Business Calculations			EFBC2514	EFBC2524				

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Rule F18 continued

Elective Modules				Choose 1 field of specialisation (2 modules)	Choose a field of specialisation (one block of modules):
Accounting Option (NEW)					
Micro- & Macro-Organisational Analysis				EPAM2614	
Managerial Finance					EMNF2624
Managerial Accounting and Finance Accounting					EMAF3708 EACC3708
OR				OR	
Public Administration Option					
Micro- & Macro-Organisational Analysis				EPAM2614	
Public Administration and Management in Action					EPAM1624
Public Financial Management					EPAM3714
Public Policy Admin & Management Accounting					EPAM3725 EACC3708
OR				OR	
Economics Option					
Micro- & Macro-Organisational Analysis				EPAM2614	
Public Administration and Management in Action					EPAM1624
OR				OR	
Career Psychology				ECAP2614	
Labour Relations Management					ELRM2624
International Economics					EINT3714
Labour Economics					ELAB3712
South African Economic Policy Issues					EECT3724
Development Economics					EDEV3722
Introduction to Mathematical Economics					EECM3714
Statistics for Economics					EECM3724
OR				OR	
Table continues on next page					

Rule F18 continued

Industrial Psychology Option							
Career Psychology					ECAP2614		
Labour Relations Management						ELRM2624	
Leadership in HR and IOP							ELED3714
Performance Management							EPFM3724
Organisational Psychology							EORG3715
Applied Research for Human Resource Management							EARH3724
Minimum credits towards degree	20	20	68	68	80	64	116
	40		136		144		116
Total credits	436						

Developmental modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Undergraduate Core Curriculum	UFSS1504					
Academic Literacy	EALE1508					
Introduction to University Mathematics and Mathematics for EMS	MATD1554	MATD1584				
Additional credits for developmental modules	64					
Undergraduate Core Curriculum	16					

The following progression rules are also applicable to the BCom Extended programme:

- a) Students will not be allowed to register for the third study year curriculum should they have any of the modules in their first two years of study outstanding
- b) Students have a maximum of three (3) years to complete and pass all modules of the first two years of the curriculum.
- c) Students must select one area of specialisation in year 3 and 4 of the curriculum and pass all modules in one of these options in order to graduate. No mixing and matching between options (boxes).

Students who intend to apply for one of the following Bachelor Honours Degrees will find the applicable admission requirements on the university's website ([click here](#)).

1. BCom Honours with specialisation in Marketing (Students may register for the EBMA2624 module as an additional module in the second semester of their first academic year).
2. BCom Honours with specialisation in Industrial Psychology
3. BAdmin Honours
4. BCom Honours *with specialisation in Economics*
5. BCom Honours *with specialisation in Business Management*
6. BCom Honours *with specialisation in Management Accounting*

Public Sector Management

General Information

The BAdmin Degree is a specialised degree programme for students aspiring to the following:

- A career in the public sector, or
- Academic careers at higher education institutions.

The curriculum is structured around Public Administration and Management, with relevant ancillary modules in the following fields:

- Human resource management;
- Public financial management;
- Organisational analysis;
- Public policy;
- Logistics and supply chain management;
- Monitoring and evaluation in the public sector;
- Economics for public managers, political environment for civil servants, organisational ethics and citizenship;
- Contemporary issues in local government; and
- Local government policy and legislative environment and general management.

Students will have access to an academic programme with additional emphasis on the following:

- Practical elements of Public and Development Management,
- cutting-edge research, and
- Innovative teaching and learning strategies to enhance your professional skills and understanding.

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

Bachelor of Administration

Rule F19 BAdmin
 (Minimum total credits: 392)
 Academic plan code: QC634040

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			
Supply Chain Management			ESCM2714			
Personal Finance		EFEF1624				
The Local Government Policy and Legislative Environment				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		
Political Environment for Civil Servants	EPCS1514					
General Management		EBUS1624				
Economics for Public Managers	EECP1514					
Organisational Ethics and Citizenship			EOEC2614			
Career Psychology			ECAP2614			
Labour Relations Management				ELRM2624		
Organisational Psychology					EOR3715	
Performance Management						EPFM3724
Minimum credits towards degree	64	64	64	80	64	56
	128		144		120	
	Total credits: 392					
Undergraduate core curriculum						
	UFSS1504					
Academic Literacy	EALE1508					
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

* These modules have prerequisites and students must please visit the relevant Faculty's Rule Books

Bachelor of Administration (extended curriculum programme)

Rule F20 BAdmin

Minimum total credits: 419 plus 96 developmental credits

Academic plan code: QC6340E1

Compulsory modules	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
Public Administration and Management Theories			EFPA2515					
Public Administration and Management in Action				EFPA2625				
Micro- & Macro-organisational Analysis					EPAM2614			
Supply Chain Management					ESCM2714			
Economics for Public Managers			EFEP2515					
Political Environment for Civil Servants			EFCS2514					
Organisational Ethics and Citizenship					EOEC2614			
The Local Government Policy and Legislative Environment						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		
Personal Finance						EFEF1624		

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Rule F20 continued

	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
Career Psychology					ECAP2614			
Labour Relations Management						ELRM2624		
Organisational Psychology							EORG3715	
Performance Management								EPFM3724
Minimum credits towards degree	20	20	72	56	48	80	64	56
	40		128		128		120	
Total credits: 419								
Developmental modules								
Undergraduate Core Curriculum						UFSS1522		
Mathematical Literacy	MTDE1508							
Skills for Lifelong Learning	SCLL1508							
Academic Literacy EMS	EALE1508							
Additional credits for developmental modules	96							
Undergraduate Core Module					16			

The following progression rules are also applicable to the BAdmin Extended programme:

- a) Students cannot register for third-year studies if they have not completed all modules of the first two years.
- b) Students have a maximum of three (3) years to complete and pass all modules of the first two years of the curriculum.

Developmental modules	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
Developmental modules								
Undergraduate Core Curriculum						UFSS1522		
Mathematical Literacy	MTDE1508							
Skills for Lifelong Learning	SCLL1508							
Academic Literacy EMS	EALE1508							
Additional credits for developmental modules	96							
Undergraduate Core Curriculum					16			

* These modules have prerequisites and students must please visit the relevant Faculty's Rule Books