****

**FACULTY OF COMMERCE, ADMINISTRATION and LAW**

**(FCAL)**

**HANDBOOK 2020**

Although the information in this Handbook has been compiled with the utmost care and accuracy, the Faculty, Council and the Senate of the University accept no responsibility whatsoever for errors that may occur.

**CONTACT DETAILS**

**Executive Dean :** 035 902 6590

**Secretary :** 035 902 6123

**Faculty Manager :** 035 902 6539

**Faculty Officer :** 035 902 6362

**Accounting and Auditing (HoD) :** 035 902 6796

**Accounting and Auditing (Administrator) :** 035 902 6021

**Business Management (HoD) :** 035 902 6121

**Business Management (Secretary) :** 035 902 6062

**Economics (Acting: HoD) :** 035 902 6425

**Economics (Secretary) :** 035 902 6217

**Law (HoD) :** 035 902 6213

**Law (Secretary) :** 035 902 6212

**Public Administration (HoD) :** 035 902 6615

**Public Administration (Secretary) :** 035 902 6217

**Centre for Legal Services (Reception) :** 035 902 6011

**Email Address** : pakatin@UNIZULU.ac.za

**Web Address :** [www.UNIZULU.ac.za](http://www.unizulu.ac.za)

**Physical Address :** 4 Main Road, D-Block

KwaDlangezwa 3886

**Banking Details :** ABSA Bank, Empangeni

Branch Code: 632005

Acc No. 1880000051 (for payment of fees)

Acc No. 1880000035

(for all other payments)

Use **student number as reference**

**Correspondence and enquiries :** The Registrar,

Prospective students must note that all University of Zululand

correspondence and enquiries are to be Private Bag X1001

addressed to KwaDlangezwa 3886

 ,

 **Table of Contents**

[VISION OF THE FACULTY 7](#_Toc24552953)

[MISSION OF THE FACULTY 7](#_Toc24552954)

[VALUES OF THE FACULTY 7](#_Toc24552955)

[1. ABOUT THE FACULTY 8](#_Toc24552956)

[1.1 FCAL Programme Quality Mix (PQM) 9](#_Toc24552957)

[2. ABOUT THE FACULTY BOARD 10](#_Toc24552958)

[3. ABOUT THE STAFF 12](#_Toc24552959)

[Dean’s Office 12](#_Toc24552960)

[Department of Accounting and Auditing 13](#_Toc24552961)

[Department of Business Management 14](#_Toc24552962)

[Department of Economics 16](#_Toc24552963)

[Department of Law 17](#_Toc24552964)

[Centre for Legal Services 19](#_Toc24552965)

[Department Public Administration 19](#_Toc24552966)

[Department of BCom 4-Year Extended Programme 20](#_Toc24552967)

[Post-doctoral Researchers 21](#_Toc24552968)

[Adjunct Professors 21](#_Toc24552969)

[4. RULES AND REGULATIONS 22](#_Toc24552970)

[4.1 General rules 22](#_Toc24552971)

[4.2 International Students 22](#_Toc24552972)

[4.3 Recognition of Prior Learning and Credits from Other Institutions 22](#_Toc24552973)

[4.4 Mature Age Exemption 23](#_Toc24552974)

[4.5 Progression Rules 23](#_Toc24552975)

[4.6 Exclusion Rules 23](#_Toc24552976)

[4.7 Re-Admission Rules 24](#_Toc24552977)

[4.8 Withdrawal from Registered Modules 24](#_Toc24552978)

[4.9 Assessments 25](#_Toc24552979)

[4.10 Attainment and Conferment of Degree 26](#_Toc24552980)

[4.11 Viability of Modules 26](#_Toc24552981)

[5. DEFINITION OF TERMS 27](#_Toc24552982)

[6. FCAL SPECIFIC RULES 32](#_Toc24552983)

[6.1 General Admission Requirements for Undergraduate Programmes 33](#_Toc24552984)

[6.2 Calculation of the Admission Points Score (Aps) Score 34](#_Toc24552985)

[6.3 FCAL Specific Admission Requirements for Undergraduate Programmes 35](#_Toc24552986)

[7. UNDERGRADUATE QUALIFICATIONS 37](#_Toc24552987)

[7.1 Programme design: pre-requisite and co-requisites 40](#_Toc24552988)

[8. ACADEMIC STRUCTURE: UNDERGRADUATE QUALIFICATIONS 48](#_Toc24552989)

[8.1 BCOM 4-YEAR EXTENDED DEGREE (2FDEG1) 48](#_Toc24552990)

[Purpose and Rationale 48](#_Toc24552991)

[BCom 4-Year ExtendedDegree: General Information 48](#_Toc24552992)

[BCom 4-Year Extended: Accounting and Auditing (2FDEG0) 49](#_Toc24552993)

[BCom 4-Year Extended: Management Information Systems (2FDEG2) 50](#_Toc24552994)

[BCom 4-Year Extended: Accounting and Economics (2FEGAE) 51](#_Toc24552995)

[BCom 4-Year Extended: Business Management and Accounting (2FEGMA) 52](#_Toc24552996)

[BCom 4-Year Extended: Business Management and Economics (2FEGME) 53](#_Toc24552997)

[BCom 4-Year Extended: Business Management and Insurance (2FEGMI) 54](#_Toc24552998)

[BCom 4-Year Extended: Banking and Business Management (2FEGBM) 55](#_Toc24552999)

[BCom 4-Year Extended: Economics and Banking (2FEGEB) 56](#_Toc24553000)

[BCom 4-Year Extended: Economics and Insurance (2FEGEI) 57](#_Toc24553001)

[BCom 4-Year Extended: Economics and HR Management (2FEGEH) 58](#_Toc24553002)

[BCom 4-Year Extended: HR Management and Business Management (2FEGHB) 59](#_Toc24553003)

[8.2 BCOM: ACCOUNTING SCIENCE (2ADEG3) 60](#_Toc24553004)

[Purpose and rationale of the qualification 60](#_Toc24553005)

[BCom (Accounting Science) degree: General information 61](#_Toc24553006)

[BCom: Accounting Science (2ADEG3) 62](#_Toc24553007)

[8.3 BCOM (ACCOUNTING) AND BCOM (MANAGEMENT INFORMATION SYSTEMS) 63](#_Toc24553008)

[BCom: Accounting (2ADEG1) 63](#_Toc24553009)

[BCom: Management Information Systems (2ADEG2) 64](#_Toc24553010)

[8.4 BACHELOR OF COMMERCE 65](#_Toc24553011)

[Purpose and rationale of the qualification 65](#_Toc24553012)

[BCom degree: General information 66](#_Toc24553013)

[BCom: Accounting and Economics (2DEGAE) 67](#_Toc24553014)

[BCom: Business Management and Accounting (2DEGMA) 68](#_Toc24553015)

[BCom: Business Management and Economics (2DEGME) 69](#_Toc24553016)

[BCom: Business Management and Insurance (2DEGMI) 70](#_Toc24553017)

[BCom: Banking and Business Management (2DEGBM) 71](#_Toc24553018)

[BCom: Economics and Banking (2DEGEB) 72](#_Toc24553019)

[BCom: Economics and Insurance (2DEGEI) 73](#_Toc24553020)

[BCom: Economics and HR Management (2DEGEH) 74](#_Toc24553021)

[BCom: HR Management and Business Management (2DEGHM) 75](#_Toc24553022)

[8.5 BACHELOR OF PUBLIC ADMINISTRATION (2GDEG1) 76](#_Toc24553023)

[Purpose and rationale of the qualification 76](#_Toc24553024)

[BAdmin degree: General information 77](#_Toc24553025)

[BAdmin: Public Administration and Political Science (2GDEPS) 78](#_Toc24553026)

[BAdmin: Public Administration and Human Resources (2GDEHR) 79](#_Toc24553027)

[BAdmin: Public Administration and Economics (2GEGEC) 80](#_Toc24553028)

[BAdmin: Public Administration and Business Management (2GDEBM) 81](#_Toc24553029)

[8.6 BACHELOR OF LAWS (2LDEG1) 82](#_Toc24553030)

[Purpose and Rationale of the Qualification 82](#_Toc24553031)

[LLB degree: General information 83](#_Toc24553032)

[9. POSTGRADUATE QUALIFICATIONS 86](#_Toc24553033)

[General Admission Requirements 86](#_Toc24553034)

[9.1 HONOURS QUALIFICATIONS 87](#_Toc24553035)

[Bachelor of Commerce Honours: Business Management (CHON03) 87](#_Toc24553036)

[Bachelor of Commerce Honours in Economics (2HON05) 90](#_Toc24553037)

[Purpose and Rationale of the Qualification 90](#_Toc24553038)

[BCom Honours in Economics: General Information 91](#_Toc24553039)

[Bachelor of Public Administration Honours (2HON04) 93](#_Toc24553040)

[Purpose and Rationale of the Qualification 93](#_Toc24553041)

[Bachelor of Public Administration Honours: General Information 94](#_Toc24553042)

[9.2 MASTER’S QUALIFICATIONS BY RESEARCH 96](#_Toc24553043)

[Master of Commerce: Business Management (CMAS03) 97](#_Toc24553044)

[Master of Commerce: Business Management: General Information 97](#_Toc24553045)

[Master of Commerce: Economics (2MAS05) 98](#_Toc24553046)

[Purpose and Rationale of the Qualification 98](#_Toc24553047)

[Master of Commerce: Economics General Information 99](#_Toc24553048)

[Master of Public Administration (2MAS04) 100](#_Toc24553049)

[Purpose and Rationale of the Qualification 100](#_Toc24553050)

[Master of Public Administration: General Information 101](#_Toc24553051)

[Master of Laws (2LLM06) 102](#_Toc24553052)

[Purpose and Rationale of the Qualification 102](#_Toc24553053)

[Master of Laws: General Information 103](#_Toc24553054)

[9.3 DOCTORAL QUALIFICATIONS 104](#_Toc24553055)

[Purpose and Rationale of the Qualification 104](#_Toc24553056)

[Doctor of Commerce: Business Management (CPHD03) 105](#_Toc24553057)

[Doctor of Commerce (Business Management) General Information 105](#_Toc24553058)

[Doctor of Commerce in Economics (2PHD05) 106](#_Toc24553059)

[Doctor of Commerce (Economics): General information 106](#_Toc24553060)

[Doctor of Public Administration (2PHD04) 107](#_Toc24553061)

[Doctor of Administration: General Information 107](#_Toc24553062)

[Doctor of Laws (Doctor Legum) (2LLD06) 109](#_Toc24553063)

[Doctor of Laws: General Information 109](#_Toc24553064)

[10. ALPHABETIC MODULE DESCRIPTIONS FOR DEGREES 110](#_Toc24553065)

[BCom Extended Degree Modules 110](#_Toc24553066)

[Department of Accounting and Auditing 113](#_Toc24553067)

[Department of Business Management 125](#_Toc24553068)

[Department of Economics 129](#_Toc24553069)

[Department of Public Administration 139](#_Toc24553070)

[Department of Law 143](#_Toc24553071)

[Electives from Other Faculties 152](#_Toc24553072)

[11. PROGRAMMES OFFERED AT THE RICHARDS BAY CAMPUS 155](#_Toc24553073)

[11.1 CERTIFICATES 155](#_Toc24553074)

[Higher Certificate in Accounting (2AHCR1) 155](#_Toc24553075)

[Purpose: 155](#_Toc24553076)

[Higher Certificate in Accountancy: General Information 155](#_Toc24553077)

[CBCTM1 National Higher Certificate in Marketing 157](#_Toc24553078)

[Purpose: 157](#_Toc24553079)

[11.2 DIPLOMAS 160](#_Toc24553080)

[Diploma in Management of Co-operatives (2CODP1) 160](#_Toc24553081)

[Purpose: 160](#_Toc24553082)

[Diploma in Management of Co-operatives: General Information 160](#_Toc24553083)

[Diploma in Logistics Management (2BLM01) 162](#_Toc24553084)

[Purpose 162](#_Toc24553085)

[Diploma in Logistics Management: General Information 162](#_Toc24553086)

[Diploma in Transport Management (2BTM01) 164](#_Toc24553087)

[Purpose 164](#_Toc24553088)

[Diploma in Transport Management: General Information 164](#_Toc24553089)

[Advanced Certificate in Accountancy (2AACR1) 166](#_Toc24553090)

[Purpose: 166](#_Toc24553091)

[Advanced Certificate in Accountancy: General Information 166](#_Toc24553092)

[11.3 ALPHABETIC MODULE DESCRIPTIONS FOR CERTIFCATES AND DIPLOMAS 168](#_Toc24553093)

****

### VISION OF THE FACULTY

To be a Faculty of choice and relevance for commerce, administration, law and the local community, in ensuring a supportive and caring ethos that contributes meaningfully to the quality of life of all who live in the region of KwaZulu-Natal, South Africa, and the African continent, within the global context.

### MISSION OF THE FACULTY

To continue providing relevant qualifications, training and development, serving the needs of commerce, industry, public sector, civil society and the non-governmental sectors through partnerships, and by ensuring sustainable development through knowledge production, management and research in these, and related, fields.

### VALUES OF THE FACULTY

**Innovation:** Promoting attributes of excellence, creativity and discovery among students and staff.

**Teamwork:** Working together to accomplish a common goal.

**Efficiency:** Sustaining high levels of productivity.

**Accountability:** Subscribing to integrity and transparency.

**Mutual Trust:** Inculcating dependable and trustworthy relationships and mutual respect.

### ABOUT THE FACULTY

The Faculty of Commerce, Administration and Law (FCAL) is transforming into one of the most vibrant and dynamic faculties at the University of Zululand. The University is restructured for relevance and advocates a career-focussed education, with emphasis on meeting the needs of its rural environment, as well as its commitment to commerce and industry.

The Faculty comprises of the Office of the Dean, a Faculty Office and five academic departments:

* Department of Accounting and Auditing (including Information Technology);
* Department of Business Management (incorporating Human Resources Management);
* Department of Economics (incorporating BCom 4-Year extended degree);
* Department of Public Administration; and
* Department of Law, incorporating the Centre for Legal Services.

In addition to core academic programmes and qualifications, the departments also undertake research and provide certificated courses and training in a variety of related activities relevant to commerce, industry, government, civil society and the non-governmental sector. The Faculty also offers Certificates, Advanced Certificates, Diplomas, National Diplomas at the Richards Bay Campus. The Faculty also participates avidly in community outreach and development programmes.

Each programme structure, method of delivery and presentation that are included in this Faculty yearbook programme are subject to the policy laid down by the Institutional Committee for Academic Standards (ICAS) of the University of Zululand (UNIZULU) and consistent with the requirements of the Council on Higher Education (CHE), the Higher Education Qualifications Framework (HEQSF), the Department of Higher Education and Training (DHET), the South African Qualifications Authority (SAQA). All degrees and programmes of the Faculty are accredited by the Council on Higher Education (CHE) and registered with the South African Qualifications Authority (SAQA). The Faculty also offers Certificates, Advanced Certificates, Diplomas, National Diplomas at the Richards Bay Campus.

A summary of the program mix of the Faculty is offered in the next table.

### FCAL Programme Quality Mix (PQM)

|  |  |  |
| --- | --- | --- |
| **Department** | **Programme Names** | **Duration** |
| Accounting and Auditing | Higher Certificate in Accountancy | 1 year |
| Advanced Higher Certificate in Accountancy | 1 year |
| Bachelor of Commerce in Accounting  | 3 years |
| Bachelor of Commerce in Management Information Systems | 3 years |
| Bachelor of Commerce in Accounting Science | 4 years |
|  |
| Business Management | Certificate in Marketing | 1 year |
| Diploma in Co-operative Management | 3 years |
| Diploma in Logistics Management | 3 years |
| Diploma in Transport Management | 3 years |
| Bachelor of Commerce | 3 years |
| BCom Hons  | 1 year |
| Master of Commerce | 2 years |
| Doctor of Commerce | 2 years |
|  |
| Economics | Bachelor of Commerce | 3 years |
| Bachelor of Commerce Honours in Economics | 1 year |
| Master of Commerce in Economics | 2 years |
| Doctor of Commerce in Economics | 2 years |
|  |
| Public Administration | Bachelor of Public Administration | 3 years |
| Bachelors of Public Administration Honours (SAQA: 96599) | 1 year |
| Master of Public Administration (SAQA: 19318) | 1 year |
| Doctor of Public Administration (SAQA: 96629) | 2 years |
|  |
| Law | Bachelor of Laws  | 4 years |
| Master of Laws | 1 year |
| Doctor of Laws | 2 years  |

****

### ABOUT THE FACULTY BOARD

In terms of the stipulations of section 37(5) of the UNIZULU Statute each faculty shall have a faculty board constituted in accordance with the Rules. The function of the faculty board is to regulate the activities of the faculty in line with the Policies and Rules of the University.

Faculty Boards are co-responsible for the quality, actuality and career-orientation of learning programs and their content, training and tuition methods, research and innovation, and community service programs.

**1. Composition**

A Faculty Board is a subcommittee of the Senate.

**2. Ex Officio members**

* Vice-Chancellor
* Deputy Vice Chancellors
* Registrar

**3. Full members**

* Dean
* Deputy-Dean: Research, Innovation and Community Engagement
* Deputy-Dean: Teaching and Learning
* Heads of departments of the faculty
* Full professors
* All academic members of staff
* Faculty Manager
* Faculty Officer
* Student representation – consisting of one representative from the central SRC and one representative from the faculty selected in terms of the rules of the SRC. If possible, both student representatives should be registered students from the faculty concerned

**4. Associate members**

* Representatives of other faculties by invitation; with the principle of service subjects taken into account.
* A staff member of the Secretariat to act as secretary.
* A representative of the library.
* Co-opted persons without voting rights.

**5. Chairperson**

The dean of the faculty is ex officio the chairperson of the faculty board. The Associate Dean (If applicable) should act as chairperson of the faculty board in the absence of the dean. Should a faculty not have an Associate Dean, the faculty board should annually appoint, from its ranks, a deputy chairperson to act as chairperson in the absence of the dean.

**6. Quorum**

50 Percent Plus ONE of the faculty board members (with full membership) constitutes a quorum

**7. Meetings**

The secretary shall send each member an agenda, accompanied by the minutes of the previous meeting, at least three workdays before an ordinary meeting and at least one day before a special meeting of the faculty board. The agenda shall indicate the time of and the venue for the meeting and the matters to be discussed. The agenda shall contain those matters to be handled internally, and the matters to be referred to the Senate.

**8. Functions of the Faculty Board**

Please refer to the Terms of Reference for detailed functions of the Faculty Board.

### ABOUT THE STAFF

|  |
| --- |
| Dean’s Office |
| **Position** | **Name and Qualification** | **Ext** | **Email Address** |
| Dean | Prof. L. Greyling BCom(Economics) BCom Hons (Economics) MCom (Economics), DCom (Economics) (Rand Afrikaans University), | 6590 | GreylingL@UNIZULU.ac.za |
| Deputy Dean: R&I | Prof. I. Kaseeram,MSocSc (Natal), DCom (UNIZULU) | 6425 | KaseeramI@UNIZULU.ac.za |
| Deputy Dean: T&LActing | D.D. TewariBSc (Ag and AH), MSc (Ag) (Rural Banking and Agricultural Economics) (GBPant University, India), MSc, PhD (University of Saskatchewan, Canada) | 6173 | TewariD@UNIZULU.ac.za |
| Faculty Manager | M. MpofuNational Diploma in Office Administration (WSU)B-Tech in Public Management (WSU), MPA(NMMU) | 6539 | MpofuM@UNIZULU.ac.za |
| Faculty Officer | S.P. Mhlongo Diploma in Office Management & Technology (DUT), B-Tech in Office Mngt & Tech (DUT), M. Management Sciences in Business Administration (DUT) | 6362 | MhlongoSP@UNIZULU.ac.za |
| Secretary to Dean | N.P. Pakati BAHons (UNIZULU), NSD (Mantech) | 6123 | PakatiN@UNIZULU.ac.za |

### Department of Accounting and Auditing

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** | **Name and Qualification** | **Ext** | **Email Address** |
| HoD | Mrs S. Khomo BCom, BAcc (Wits), CA (SA) | 6796 | KhomoSP@UNIZULU.ac.za |
| Associate Professor | M. Livingstone BCom (Wits), BCompt Hons (Acc) (Unisa), CA (SA) | 6021 | LivingstoneM@UNIZULU.ac.za |
| Senior Lecturers | M.T. Mthimkhulu BComHons (UNIZULU), Higher Cert in Taxation (Pretoria), SSTC (Indu), MBA (MANCOSA) | 6384 | MthimkhuluT@UNIZULU.ac.za |
| C. Van HeerdenBCom Hons (Acc), CA (SA) |  | VanheerdenC@UNIZULU.ac.za |
| A.C.G. WeyersMTech (Cost and Mgmt Acc) (CUT), PhD (Mgmt Acc)PGDHE (UKZN) | 6935 | WeyersA@UNIZULU.ac.za |
| Q.P. KhumaloBCom Hons (Acc) (UKZN), CA (SA), M.Acc (UKZN) | 6022 | KhumaloQ@UNIZULU.ac.za |
| M.C. GwalaPGDA (UCT), CA(SA), M.Acc (UKZN) | 6519 | GwalaM@UNIZULU.ac.za |
| I.N.T. MthembuBCom (Acc), BCom Hons (UJ), CA (SA)  | 6614 | MthembuIN@UNIZULU.ac.za |
| K. VolbrechtBCom (Acc), PDip (Acc) (Rhodes), CA (SA) | 6853 | VolbrechtK@UNIZULU.ac.za |
| T. Reddy-JankeeparsadBCom Acc (UKZN), BCom Hons (UKZN), CA (SA) | 6337 | ReddyT@UNIZULU.ac.za |
| R.W. JankeeparsadBCom Acc (UKZN), BCom Hons(UKZN), MCom Taxation, (UP), CA (SA) | 6793 | JankeeparsadR@UNIZULU.ac.za |
| R MbanjwaBCom Acc (UKZN), CTA(UKZN) CA(SA), RA,  |  | MbanjwaR@UNIZULU.ac.za |
| Lecturers | F. Nel, M.Acc (UKZN)BSc (UOFS), Dip Patanatix (Unisa) | 6187 | NelB@UNIZULU.ac.za |
| A.N. Ngobese, BCom (Acc); BCom Hon) (Acc)(UNN), MCom (Master’s) (International Accounting(UJ) | 6768 | NgobeseA@UNIZULU.ac.za |
| A. SoldatB.Acc, PGDip (Accounting), , CA (SA)PGDHE (UKZN) | 3752 | SoldatA@UNIZULU.ac.za |
| MC MadweDiploma in Acc (DUT), BTech in Cost & Mgt Acc (DUT), Masters in Acc (CUM LAUDE & DEANS MERIT) (DUT) |  | MadweM@UNIZULU.ac.za |
| IA MohanM.Com(Acc) (University of Kerala), B.E (University of Annamalai), Certificate in Assessment of Learning in Higher Education (University of Free State) |  | Mohani@UNIZULU.ac.za |
| IAS Vally, CA (SA), ACMA, CGMA, M.Acc (UKZN)  |  | VallyI@UNIZULU.ac.za |
| Administrator | NIL Khumalo,BCom MIS (UNIZULU) | 6417/6021 | KhumalonI@UNIZULU.ac.za |

### Department of Business Management

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** | **Name and Qualification** | **Ext** | **Email Address** |
| Acting HoD | M.F. Vezi-MagigabaB.A (UNIZULU), BA Hons (UNIZULU), MBA (JSU, USA), DCom (UNIZULU) | 6121 | MagigabaM@UNIZULU.ac.za |
| Professor |  |  |  |
| Senior Lecturer |  |  |  |
| Lecturers | K. Ampofo-TwumasiBSc Hons, Dip Education (GH), Hons B (B&A), MBA (US) |  |  |
|  | S. HeeralalBCom Hons, M Com (UKZN)LLB(UKZN) | 6120 | HeeralalS@UNIZULU.ac.za |
|  | N.A. KoenaneBAdmin Hons (Ind Psych), Dip Public Admin (UNIZULU), BPharm (UDW), PG Diploma Labour Law (Southern Business School) | 6427 | KoenaneM@UNIZULU.ac.za |
|  | V. MntamboBCom (Ind Psych), BCom Hons (Ind Psych), MCom (Ind Psych), Dip Public Admin, PGCE (UNIZULU), NSD (MUT), NSC (Swinton Technical College) | 6426 | MntamboV@UNIZULU.ac.za |
|  | T.I. MasekoMCom (UNIZULU), PGCE (UNIZULU) | 6886 | MasekoT@UNIZULU.ac.za |
|  | S.D. NkondeBCom (UNIZULU), BCom Hons (UNIZULU), MCom Business Management (UNIZULU) |  | NkondeS@UNIZULU.ac.za |
|  | S. Zhou, Dcom. (Economics) – (UNIZULU),MCom. Financial Economics – (Great Zimbabwe University),Bcom Hons in Economics – UNISA,Bsc Honours Economics – University of Zimbabwe |  |  |
|  | M.R. DengetshaDip (Law) (Asmara University), BA (Addis Ababa University), PGDip (Business Management), MBA (UKZN) | 6874 | DengetshaM@UNIZULU.ac.za |
| Secretary | B.M. MthiyaneSecretarial Diploma (PC College), BAdmin (UNIZULU), BAdminHon (UNIZULU) | 6062 | MthiyaneB@UNIZULU.ac.za |
| Department of Economics |
| **Position** | **Name and Qualification** | **Ext** | **Email Address** |
| Acting HoD | I. KaseeramMSocSc (Natal), DCom (UNIZULU) | 6425 | KaseeramI@UNIZULU.ac.za |
| Professor | D.D. TewariBSc (Ag and AH), MSc (Ag) (Rural Banking and Agricultural Economics) (GBPant University, India), MSc, PhD (University of Saskatchewan, Canada) | 6173 | TewariD@UNIZULU.ac.za |
| Professor |  |  |  |
| Associate Professor | I. KaseeramMSocSc (Natal), DCom (UNIZULU) | 6425 | KaseeramI@UNIZULU.ac.za |
| Senior Lecturer |  |  |  |
| Lecturers | E. MavodyoBCom Hons Economics with Education (UZ), MBA (UZ); DCom in Economics (UNIZULU) |  | MavodyoE@UNIZULU.ac.za |
| T.R. MtshenguBCom (UNIZULU), BCom Hons (UNIZULU), MCom Economics (UKZN) | 6230 | MtshenguT@UNIZULU.ac.za |
| B. Bulagi, BAgric (UL), BAgric Economics Hons (UL), MAgric Economics (UL), DCom in Economics (UNIZULU) |  | BulagiM@UNIZULU.ac.za |
| F.J.R. MahuniBCom (Economics and BusinessMgt) (UFH), BCom Hons (Economics) (Rhodes University), MCom Economics (UFH). | 6659 | MahuniF@UNIZULU.ac.za |
| Department of Law |
|  | **Name and Qualification** | **Ext** | **Email Address** |
| HoD | K. NaidooBProc (UKZN), LLM (Unisa), LLD (UNIZULU),Attorney of the High Court of South Africa | 6213 | NaidooKA@UNIZULU.ac.za |
| Professor |  |  |  |
| Associate Professor | D. IyerBProc (UND), Certificate in English for Legal Professionals, (ML Sultan Technikon), LLM (Unisa), LLD (UNIZULU), Attorney of the High Court of South Africa  | 6379 | IyerD@UNIZULU.ac.za |
| Senior Lecturers | K. NaidooBProc (UKZN), LLM (Unisa), LLD (UNIZULU), Attorney of the High Court of South Africa | 6213 | NaidooKA@UNIZULU.ac.za |
| L. Ramaccio-CalvinoBProc (UP), MBA (USQ - Australia), LLM (UNISA), LLD (UNIZULU), Attorney of the High Court of South Africa |  | CalvinoL@UNIZULU.ac.za |
| H.C. SchoemanBLC LLB (UP) LLM (UNISA) Dip Corp Law (UJ), Advocate of the High Court of SA | 6686 | SchoemanH@UNIZULU.ac.za |
| Lecturers | M.C. ButheleziB-Proc, LLM (UDW) | 6117 | ButheleziM@UNIZULU.ac.za |
| K. L. GuyLLB (UKZN), LLM (UKZN) |  | GuyK@UNIZULU.ac.za |
| X.S. Khanyile-April, LLB (UNIZULU), LLM (UP), Attorney of the High Court of SA | 6713 | AprilX@UNIZULU.ac.za |
| M.T. MatadiLLB (UWB - Congo), LLM (UKZN), LLD (UNIZULU)  | 6504 | MatadiT@UNIZULU.ac.za |
| L. MunsamyB-Comm LLB, Adv Programme in Supply Chain Management (UNISA), PGC in Management(Buckinghamshire College), Attorney of the High Court of South Africa  | 6898 | MunsamyL@UNIZULU.ac.za |
| S.W. SibiyaLLB (UKZN), LLM (UKZN), Attorney of the High Court of South Africa | 6496 | SibiyaSW@UNIZULU.ac.za |
| Z.Z SibiyaLLB (UNIZULU), LLM (UP) | 6367 | Sibiyaz@UNIZULU.ac.za |
| M. Moeletsi,Teaching English as a Foreign Language (TEFL) (UNISA), Master’s in International Business with Monash SA, Bachelor of Laws (LLB) (UNISA), Advanced Diploma Labour Law (UJ), Bachelor of Business Administration (Andrews University - USA), Bachelor of Law (BJuris) (NWU) | 6732 | MoeletsiM@UNIZULU.ac.za |
| N.C. Nkosi-TlaliLLB (UNIZULU), Attorney of the High Court of South Africa | 6191 | NkosiN@UNIZULU.ac.za |
| Secretary | T.C. Ntuli BA Communication (UNIZULU), PGCE (UNIZULU) | 6212 | NtuliTC@UNIZULU.ac.za |
|  |
| Centre for Legal Services |
| **Position** | **Name and Qualification** | **Ext** | **Email Address** |
| Programme Coordinator | M.V. Ngobese BProc, LLB (UNIZULU), Attorney of the High Court of South FRICA | 3208 | NgobeseM@UNIZULU.ac.za |
| Clerks |  |  |  |
|  |  |  |
| Secretary: | T MpungoseDip (Public Admin and Office Admin) (UNIZULU), BAdmin (UNIZULU) | 6011 | MpungoseT@UNIZULU.ac.za |
|  |
| Department Public Administration |
| **Position** | **Name and Qualification** | **Ext** | **Email Address** |
| Acting HoD | N. JiliBAdmin (UKZN), BAdmin Hons (UNIZULU), MPA (UNIZULU), DAdmin (UKZN) | 6615 | JiliN@UNIZULU.ac.za |
| Professor |  |  |  |
| Lecturers | S.P. NkosiBAdmin (UNIZULU), BAdmin Hons (UNIZULU, MPA (UNIZULU) | 6881 | NkosiP@UNIZULU.ac.za |
|  | L.M. SibiyaBAdmin Hons (UNIZULU), MPA (UNIZULU) | 6363 | SibiyaLM@UNIZULU.ac.za |
|  | N. NdebeleMSocial Sciences (UKZN) | 6487 | NdebeleN@UNIZULU.ac.za |
| Secretary | G. Bhengu, Dip Business Management (Richtek) | 6062 | BhenguG@UNIZULU.ac.za |
|  |
| Department of BCom 4-Year Extended Programme |
| **Position** | **Name and Qualification** | **Ext** | **Email Address** |
| Programme Coordinator | N. Nxumalo,MCom, (UNIZULU) |  | NxumaloN@UNIZULU.ac.za |
| Lecturers | K. MatojaneMBA (Milpark), PGDip in Business Management (Natal University), ACIS (Inst. of Chartered Secretaries Southern Africa), Cert. Project and Programme Management (WBS), Cert. Business Management (PU for CHE), Cert. Management Consultancy (PU for CHE), Cert. Conduct Outcomes-based Assessment (Assessment College of South Africa) |  | MatojaneK@UNIZULU.ac.za |
|  | M SekomeBCom (Economics, UJ, BCom Honours in Public Economics and Development, UJMCom in Financial Economics (UJ) |  | SekomeM@UNIZULU.ac.za |
| Post-doctoral Researchers |
| Economics | Dr B Mazarodze |  |  |
|  | Dr D Ilesanmi |  |  |
| Bus Man | Dr. A Ayansola,  |  |  |
| Public Adm | Dr. O.A.Akinola |  |  |
|  |  |  |  |
| Adjunct Professors |
| Prof K. Govender(Da Vinci Institute for Technology Management) |
| Prof I. Botha(University of Johannesburg) |
| Prof P. Rishi(Indian Institute of Forest Management) |
| Prof P. Pillay(University of Stellenbosch) |
| Prof G. Magee(Monash University, Australia) |

### RULES AND REGULATIONS

### General rules

The faculty rules valid for the different qualifications, programmes and curricula of this faculty and contained in this faculty calendar are subject to the General Rules of the University, as determined from time to time by the Council of the University on recommendation by the Senate. The faculty rules should therefore be read in conjunction with the General Rules.

Prospective students must note that all correspondence and enquiries are to be addressed to the Registrar, University of Zululand, Private Bag X1001, Kwa-Dlangezwa, 3886 or email admissions@UNIZULU.ac.za

### 4.2 International Students

An international student must have his or her qualifications verified by the Higher Education South Africa (HESA) for undergraduates and the South African Qualifications Authority (SAQA) for postgraduates who have foreign undergraduate qualifications. The Office for International Students should be contacted for additional information.

### 4.3 Recognition of Prior Learning and Credits from Other Institutions

Recognition of prior learning (RPL) may be considered subject to the policies of the University and acceptance by the University Senate or the designated University authority. In this regard guidance will be available from the Office of the Registrar.

Credits may be granted to candidates who have completed modules at this University or other approved Higher Education institutions, provided such application has been approved by Faculty Board and Senate. Application must be made in the prescribed manner through the Office of the Dean. A candidate who applies for recognition of credits and who has been credited may be granted exemption from these modules in the relevant curriculum to a maximum of 50 percent of the total credits required for the qualification. Exemptions shall not be granted in respect of exit level modules, and modules credited must carry the same NQF level and credit values as the UNIZULU modules. For candidates coming from outside South Africa, verification of foreign qualifications by the South African Qualifications Authority (SAQA) is mandatory.

### 4.4 Mature Age Exemption

With the approval of the Registrar, a candidate who qualifies on the basis of Mature Age Exemption may be considered for acceptance. Application must be made on the prescribed forms, prior to the registration date.

### 4.5 Progression Rules

1. A full-time student must register for all prescribed modules for a particular qualification in a particular semester.
2. A student may only register one additional module, in addition to those prescribed for a particular qualification in a particular semester, with the approval of the Dean of the faculty and in line with Rule G6 of the University Calendar.

(c) A candidate will be required to complete all the modules prescribed for each year of study for the degree in order that he/she may proceed to modules prescribed for the following year (subject to the rules concerning transfer of other degree modules from this or other approved Universities) provided that:

i. A candidate who fails more than 50 percent of the number of modules prescribed for that particular level per year will be required to repeat and pass those failed modules in the subsequent year, before he/she progresses to the next level.

ii. The above rule must be read in conjunction with the General Calendar rules of the University.

(d) Interruption of studies: Interruption of studies should be applied for according to Rule G16 and be approved by Faculty Board and Senate. Students retain credit for exemption and/or renewal of registration purposes for a module passed for a period not exceeding five years, provided that there are no material changes to the curriculum content in this period and provided further that there has been no change in the statutory body regulation the relevant qualification.

### 4.6 Exclusion Rules

A student, who fails to obtain the minimum credits at the end of each semester, as detailed below, shall be excluded from the Faculty and University as per Rule G21A:

In the case of a three-year degree programme:

• Three years, a minimum of 180 credits.

• Four years, a minimum of 300 credits.

• Five years, if a degree has not been obtained.

In the case of a four-year degree programme:

• Three years, a minimum of 240 credits.

• Four years, a minimum of 384 credits.

• Five years, a minimum of 420 credits.

• Six years, if a degree has not been obtained.

An excluded student may apply to the Dean for re-admission. This may be granted under special circumstances, and the student will have to satisfy certain specified conditions. An excluded student is not permitted to register for any module in the Faculty, unless required by a programme (in another Faculty) in which the student is registered.

### 4.7 Re-Admission Rules

A student shall not be permitted to renew registration if he or she:

(a) has failed any module required for the degree more than once, and/or

(b) has not completed the equivalent of:

 i. four semester modules qualifying for the degree by the end of the first year of study.

 ii. ten semester modules qualifying for the degree by the end of the second year of study.

 iii. eighteen semester modules qualifying for the degree by the end of the third year of study, and/or

(c) has failed the equivalent of seven or more semester modules during the period of registration for the degree, and/or

(d) has failed to complete the equivalent of at least four semester modules qualifying for the degree, in the year of registration, unless a student is in their final academic year of study and requires fewer than four semester modules to qualify for the degree.

### 4.8 Withdrawal from Registered Modules

A student will normally be required to register for the full curriculum of the year of the degree for which he/she is registered. A student will not, except with the permission of the Dean, be permitted to withdraw from a module which is a requirement of the year for which he/she is registered nor will he/she be permitted to withdraw from a module which he/she is repeating.

###  4.9 Assessments

1. Assessment will be conducted on a continuous basis.
2. A final mark is based on both continuous assessment and a final examination. To pass, a candidate must obtain a final mark of at least 50% per module
3. At least 50% of the assessment should be based on written assignments, tests, practicals, project reports, etc., which can be moderated.
4. Checking of marks or re-assessment can be done on written request by the student after payment of fees as required by the Senate.
5. Methods of assessment that may be used in a module:
* Formative and Summative assessments
* Practical assessments
* Assignments
* Work-place assessments
* Simulation (application of theory to practice)
* Self-assessments
* Peer assessments
* Portfolios
* Open-book assessments
* Oral assessments
* Online (Moodle) assessments
* Quick reviews of knowledge gained during learning sessions

The relevant Department may choose amongst these methods of assessment. Assessment criteria can differ from module to module. The final mark of a student should be based on a minimum of three assessments.

**Final Examinations**

The University conducts final examinations at the end of each semester. These examinations are normally written, but may include oral and/or practical components.

**Duly Performed (DP) Requirements**

As stipulated in the University Calendar or stipulated by Senate.

**Pass Mark**

To pass a module, a final mark of 50% is required. This assessment is based on the final examination mark and the DP. The assessment for each module is indicated in the relevant programmes.

**Other Examinations**

For re-examinations, supplementary, special re-examinations, and aegrotat exams, see the General Academic Rules of the University, as contained in the University Calendar.

### 4.10 Attainment and Conferment of Degree

A three or four- year qualification must be completed in a maximum time of five or six years respectively. A student who has satisfied all the requirements of the programme, including the co-requisite requirements, is deemed to have completed the degree, which will be conferred in the graduation ceremony in the following year.

1. To obtain the diploma or degree with merit, a candidate shall obtain a final mark of at least 65%.
2. To obtain the diploma or degree with distinction a candidate shall obtain an average mark of at least 75%.
3. All prescribed modules comprising a qualification will be taken into consideration in determining the pass level.

### 4.11 Viability of Modules

A minimum number of 10 students must enroll at first year undergraduate level for a module to be considered viable. The Faculty may choose not to offer a module if the minimum number is not enrolled.

### DEFINITION OF TERMS

Unless the context otherwise indicates:

**“academic year”** means that portion of a calendar year approved by Council on recommendation of Senate for the academic activities of the University.

**“admission**” means the process or act in terms of which it is determined whether or not a prospective applicant should be allowed to register for the proposed academic programme, bearing in mind the suitability of the applicant. Admission is the first stage academic registration process and involves an academic decision by the Dean of Faculty/Admissions Office. Once admitted, an applicant can then proceed to be formally registered as a student.

**“aegrotat examination”** means an examination granted on medical or compassionate grounds.

**“assessment”** means the evaluation of a student’s work satisfying the requirements of his or her programme, and includes tests, seminars, assignments, projects and examinations.

**“close relative”** means a mother, father, grandmother, grandfather, brother, sister or child.

**“co-examiner”** means a person appointed by a Faculty Board to assist an examiner in the setting and marking of an examination.

**“continuous assessment”** means internally moderated oral and written assignments, tests, practicals, project reports, etc.

**“Continuous Assessment Mark (CAM)”** and **“Year Mark”**. CAM for a module means the mark awarded to the module and arises from an assessment of the module but excludes the final examination, and the syllabus indicates how this mark is calculated. Year mark means the mark obtained from continuous assessment in a year-long module.

**“co-requisite module”** means a module which must be passed prior to or registered for in the same semester as the proposed module.

**“credit points (credits)”** means one credit point which is the value assigned to ten notional study hours of learning and assessment, and this is sometimes abbreviated as ‘cpt’.

**“Council”** means the Council of the University.

**“curriculum”** means the complete programme of study for a particular degree, diploma or certificate.

**“Duly Performed (DP)”** means a student has fulfilled the minimum requirements in terms of attendance and semester or year mark to sit for an examination in a particular module.

**“elective (module)”** means a module selected from a given list.

**“examination”** means a formal evaluation of a student’s academic performance, which may be in the form of a written examination, an oral examination, a practical examination, a dissertation, a thesis, or any other formal examination.

**“examination mark”** means the mark obtained in an examination.

**“examiner”** means a person appointed by a Faculty Board to assess the academic performance of a student.

**“final mark”** means the mark derived from a combination of a semester or year mark and an examination mark.

**“final semester”** means the semester that concludes the curriculum.

**“final-year student”** means a student who is registered for sufficient modules to lead to the completion of a qualification.

**“first-year student”** means a student who has not obtained sufficient credits at this University, or any other University, for promotion to the second year of a degree, diploma, or certificate.

**“institution**” means the University of Zululand.

**“intermediate student”** means a student who is neither a first-year student nor a final-year student.

**“level of study”** means the level at which a student is positioned within the curriculum of the qualification for which he or she is registered.

**“major”** means that a specific discipline consists of 60 credits in modules at level 3 and 30 credits in modules at level 2 in that, or a closely allied, discipline essential for completing the degree.

**“moderator”** means a person appointed by a Faculty Board to evaluate the quality and the marking of assessments or examinations.

**“module”** means a unit of study material within the curriculum of a particular degree, diploma or certificate.

**“non-degree module”** means a module offered by a registered student which is not required for his or her approved curriculum in a specific degree, diploma or certificate.

**“notional study hours”** means the learning time it would take for an average student to meet the outcomes for a module, and 10 hours is equivalent to one credit.

**“postgraduate student”** means a student who is registered for an Honours, Master’s or Doctoral degree.

**“prerequisite module”** means a module which must be passed before registration of the proposed module is allowed.

**“prerequisite requirement”** means a requirement which must be met before the registration for a proposed module.

**“programme”** means a structured curriculum leading to a qualification.

**“provisional registration”** means registration subject to conditions prescribed by the University.

**“re-checking”** means verifying administratively whether all questions in a particular examination paper have been marked and whether such marks have been correctly totalled.

**“re**-**examination”** means a newly scheduled examination after the regular examination has taken place, the results of which replace the results of the regular examination.

**“re**-**marking”** means the re-marking of an examination paper by an external examiner.

**“returning student”** means a student who has previously registered with the University.

**“semester”** means one half of the academic year of the University.

**“semester mark”** means the mark obtained from continuous assessment in a semester module.

**“Senate”** means the Senate of the University.

**“senior certificate”** means a school-leaving certificate with pass marks in at least five Higher Grade or five Standard Grade subjects or a combination of five Higher Grade and Standard Grade subjects, approved by the Committee of Principals and issued by the Council, or an equivalent certificate issued prior to the commencement of section 9 of the South African Certification Council Act, 1986 (Act 85 of 1986).

**“senior student”** means a student who is not classified as a first-year student.

**“special re-examination”** means an examination granted to a candidate to facilitate the completion of a qualification.

**“status”** means recognition of a qualification from another tertiary institution for admission to a higher degree.

**“student”** means a person who is registered for a qualification offered at the University.

**“supervisor”** means a member of staff appointed by a Faculty to oversee the research project or dissertation or thesis of a postgraduate student.

**“supplementary examination”** means an examination conducted before the meeting of the Examination Committee of a Faculty.

**“syllabus”** means the contents of a module.

**“University”** means the University of Zululand.

**“year of study”** means the year in which a student is registered at the University, which ideally corresponds with a student’s academic year of study. However, students who fail modules or who change programmes might not have a corresponding level in terms of academic status, for example, a student in his or her second year of study who has changed programmes after the first year of study would have first-year academic status. For the purposes of determining a student’s year of study, the time spent on BCom 4-year Extended programmes shall not be considered:

1. first year of study if he or she has not yet obtained a minimum of 90 credits, i.e. passed six semester modules or passed eight modules in those programmes that have ten modules in their first year.
2. second year of study if, either –
3. in a three-year programme, he or she has obtained a minimum of 90 credits, but has not yet registered for such modules which, if passed, will lead to the completion of the degree.
4. in a four-year programme, he or she has obtained at least 90 credits, but has not yet obtained 50% of the credits needed for the qualification.
5. third year of study if, either –
	1. in a three-year programme, he or she has registered for such modules which, if passed, will lead to the completion of the degree. or
	2. in a four-year programme, he or she has obtained at least 50% of the credits required, but not yet registered for such modules which, if passed, will lead to the completion of the degree
6. fourth year of study if he or she is in a four-year programme and has registered for such modules which, if passed, will lead to the completion of the degree.

### FCAL SPECIFIC RULES

The Rules contained in this Handbook, and the relevant General Academic Rules of the University, are applicable to a student registered in the Faculty of Commerce, Administration and Law. Unless otherwise stated, any exceptions to these rules require Senate’s approval.

**Application Requirements and Procedures**

All applications are done online. All applications must quote a Central Admissions Office (CAO) reference.

**Registration Requirements**

Registration is considered provisional until all registration requirements are met to the satisfaction of the Offices of the Registrar and the Dean.

**Warning against plagiarism**

Plagiarism” means the act of representing the ideas, writings, works or inventions of others as the fruits of one’s own original intellectual endeavours without adequately acknowledging the author or source. If a student or researcher’s work is not authentically his/her own, such work does not qualify as an academic output, whether this is a student assignment or employee research, and will be viewed as plagiarism, which is defined as the appropriation of another's work, whether intentionally or unintentionally, without proper acknowledgement. Unethical research practices undermine the purpose of education by casting doubt on the institution’s ability to promote sound and efficient scholarship, will not be tolerated and actions will be taken according to the “Plagiarism Policy” of the University.

**Language medium**

The language of instruction in all undergraduate and postgraduate contact sessions is English. All study guides, tests and examination papers are made available to students in English. Students answer any written or oral test or examination in English.

### 6.1 General Admission Requirements for Undergraduate Programmes

Admission requirements and compliance with the legal endorsement for undergraduate qualifications for study at the the Faculty of Commerce, Administration and Law are as follows:

(a) A NSC diploma endorsement is a legal requirement for admission into an undergraduate diploma.

(b) A NSC bachelor’s degree endorsement is a legal requirement for admission into an undergraduate bachelor’s degree.

(d) An applicant who has successfully completed a Higher Certificate at an accredited Higher Education Institution (HEI) may be admitted into an appropriate Advanced Certificate.

(e) An applicant who has successfully completed a Higher Certificate at an accredited HEI and has accumulated relevant credits may be admitted to a related undergraduate diploma programme, subject to the candidate being granted a NSC diploma endorsement by Universities South Africa (USAf) after the successful completion of the Higher Certificate.

(f) An applicant who has successfully completed an undergraduate diploma, may be admitted into an undergraduate bachelor’s degree programme, subject to the candidate being granted a NSC bachelor’s degree endorsement by USAf.

(g) Other progression requirements, as reflected in the Higher Education Qualifications Sub Framework (HEQSF), are applicable.

(h) Applicants who have completed their National Senior Certificate (NSC) or Senior Certificate (SC) must comply with the minimum Admission Points Score **(APS).** All applicants must comply with the language requirements, mathematical or mathematical literacy, stated by the FCAL and approved by Senate and Council, per qualification or module requirements for admission into each programme.

(i) A national certificate: A Completed Diploma N5 or N6 with two additional languages – Home Language (HL) and First Additional Language (FAL); OR any two official languages (English is recommended) at level 4 (SG level C or HG level D) **and** Mathematics or Mathematical Literacy according to the levels prescribed by the different qualifications, are the requirements.

### 6.2 Calculation of the Admission Points Score (Aps) Score

* **Grade 12 learners 2007 and before.** The university uses the m-score (Matric score) rating system which awards points to 4 relevant matric subjects passed, according to the scale below. Please note that the minimum rating points depend on the programme.
* **Grade 12 learners since 2008.** The university uses the (academic point score) **APS-score** rating system which awards points to 6 relevant national senior certificate (NSC) subjects. The results obtained in four prescribed (designated) and two NSC subjects are used for the calculation of the aps score. The results obtained in life orientation are excluded.

**APS: ACADEMIC PERFORMANCE SCORE CALCULATION TABLE**

|  |  |  |  |
| --- | --- | --- | --- |
| **APS** | **MARKS** | **APS SCORE** | **MATRIC** |
| **NSC scale** |  | **HIGHER GRADE**  | **STANDARD GRADE**  |
| 8 | 90-100% | 8 |  |  |
| 7 | 80-89% | 7 | A |  |
| 6 | 70-79% | 6 | B | A |
| 5 | 60-69% | 5 | C | B |
| 4 | 50-59% | 4 | D | C |
| 3 | 40-49% | 3 | E | D |
| 2 | 30-39% | 2 | F | E |
| 1 | 0-29% | 1 | G | F |

### FCAL Specific Admission Requirements for Undergraduate Programmes

Meeting the Faculty’s minimum requirements for a particular programme does not necessarily guarantee admission to that programme. Specific selection criteria may be applied within the required Enrolment Plan, as the University has a specific number of places available as approved by the Department of Higher Education and Training for new undergraduate first year students.

The admission requirement for the different qualifications is indicated below.

**FCAL ADMISSION REQUIREMENTS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Qualification Title** | **Years** | **APS** **score** | **English** | **Mathematics/** **Mathematical** **Literacy** |
| **Qualifications offered at Richards Bay campus** |
| Higher Certificate (Accountancy) | 1 | 22 | Level 3 or SG level D or HG level E | Maths level 3 orSG level D or HG level E or Math Lit level 4 |
| Higher Certificate (Marketing) | 1 | 22 | Level 3 or SG level D orHG level E | Maths level 3 orSG level D or HG level E or Math Lit level 4 |
| Diploma(Logistics Management) | 3 | 24 | Level 3 or SG level D or HG level E | Maths level 3 orSG level D or HG level E or Math Lit level 4 |
| Diploma (Management of Co-operatives) | 3 | 24 | Level 3 or SG level D or HG level E | Maths level 3 orSG level D or HG level E or Math Lit level 4 |
| Diploma (Transport Management) | 3 | 24 | Level 3 or SG level D or HG level E | Maths level 3 orSG level D or HG level E or Math Lit level 4 |
| Note:There are very strict quotas for the certificate and diploma qualifications and no changes after registration are possible. Additional selection criteria (personal interviews/placement tests) may be conducted as required by the Department. |
| **Qualifications offered at KwaDlangezwa Campus** |
| **Qualification Title** | **Years** | **APS** **score** | **English** | **Mathematics/** **Mathematical** **Literacy** |
| Bachelor of Commerce 4-Year Extended Programme | 4 | 26 | Level 3 or SG level D or HG level E | Maths level 3 orSG level D or HG level E or Math Lit level 4 |
| Bachelor of Commerce | 3 | 28 | Level 4 orSG level C orHG level D | Maths level 3 orSG level D or HG level E or Math Lit level 6 |
| Bachelor of Commerce (Accounting) | 3 | 28 | Level 4 orSG level C orHG level D | Maths level 4 or SG level C or HG level D |
| Bachelor of Commerce (Accounting Science) | 4 | 32 | Level 5 orSG level B orHG level C | Maths level 5 or SG level B or HG level C |
| Bachelor of Commerce (Management Information Systems) | 3 | 28 | Level 4 orSG level C orHG level D | Maths level 4 orSG level C orHG level D |
| Bachelor of Administration | 3 | 28 | Level 4 orSG level D orHG level E | Maths level 3 orSG level D or HG level E or Math Lit level 4 |
| Bachelor of Laws | 4 | 30 | Level 4 or SG level C or HG level D | Maths level 3 orSG level D or HG level E or Math Lit level 4 |
| Note:There are very strict quotas for the qualifications and no changes after registration are possible. Additional selection criteria (personal interviews/placement tests) may be conducted as required. |

### UNDERGRADUATE QUALIFICATIONS

All qualifications in FCAL are accredited by the Council on Higher Education (CHE) and are registered with the South African Qualifications Authority (SAQA).

The Faculty offers a variety of qualifications and programmes in the disciplines of Accounting, Business Management, Economics, Human Resources Management, Public Administration, and Law. The majority of degree qualifications are based on a double major, with a minimum of 360 credit points per degree, offered on a modular semesterised basis.

The Faculty offers the following undergraduate degree qualifications:

(a) A three-year programme leading to the degree of Bachelor of Commerce and denoted as a BCom degree. A student may pursue one of two routes to achieve this:

i. The double major route permits students to study certain combinations of disciplines in accordance with their interests and requirements. Curricula are designed in such a manner that graduates are equipped with the necessary skills to pursue careers in various fields.

ii. The focused programme route involves study around a field of specialisation such as BCom (Accounting), BCom (Accounting Science) and BCom (MIS).

(b) A three-year programme leading to the degree of Bachelor of Public Administration and denoted as BAdmin. This qualification offers a combination of disciplines in Public Administration.

1. A four-year programme leading to the degree of Bachelor of Laws and denoted as a LLB degree. This qualification offers a combination of modules according to a structured curriculum in the discipline of law.
2. A four-year extended programme leading to the degree of Bachelor of Commerce and denoted as a BCom degree, for those students who do not meet the minimum entry requirements for the three (3) year programme. The first and second year of study comprises foundational modules. The third and fourth years are the same as the second and third years of study of the regular degree and a BCom qualification is awarded at graduation.

**SUMMARY OF UNDERGRADUATE PROGRAMMES OFFERED IN FCAL**

|  |
| --- |
| **BCOM 4-YEAR EXTENDED PROGRAMME(2FDEG1): SAQA:94058** **AREAS OF SPECIALISATIONS**  |
| **Code** | **Name of Programme** | **Majors** |
| 2FDEG0 | Accounting and AuditingSAQA: 94058 | Accounting and Auditing |
| 2FDEG2 | Management Info Systems and ServicesSAQA: 94058 | Information System Management |
| 2FEGAE | Accounting and EconomicsSAQA: 94058 | Accounting andEconomics  |
| 2FEGMA | Business Management and AccountingSAQA: 94058 | Business Management and Accounting |
| 2FEGME | Business Management and EconomicsSAQA: 94058 | Business Management and Economics |
| 2FEGMI | Business Management and Insurance\*SAQA: 94058 | Business Management andInsurance |
| 2FEGBI | Banking and Insurance\*SAQA: 94058 | Banking andInsurance |
| 2FEGBM | Banking and Business ManagementSAQA: 94058 | Banking andBusiness Management |
| 2FEGEB | Economics and BankingSAQA: 94058 | Economics andBanking |
| 2FEGEI | Economics and Insurance\*SAQA: 94058 | Economics and Insurance |
| 2FEGEH | Economics and Human Resources ManagementSAQA: 94058 | Economics and Human Resources Management |
| 2FEGHB | Human Resources Management and Business ManagementSAQA: 94058 | Human Resources Management and Business Management |
| **Note:****\*No programme with Insurance as a major will have an intake in 2020.** |
| **BCOM PROGRAMMES SAQA:94058**  |
| **Code** | **Name of Programme** | **Majors** |
| 2ADEG3 | BCom (Accounting Science)SAQA: 98845 | Financial Accounting, Financial Management,Management AccountingAuditing, and Taxation |
| 2ADEG1 | BCom (Accounting)SAQA: 94058 | Financial Accounting, Management Accounting, Auditing, and Financial Management |
| 2ADEG2 | BCom (Management Information Systems) | Information Systems andComputer Science |
| **BCOM PROGRAMME (2DEG1): SAQA:94058****AREAS OF SPECIALISATIONS** |
| 2DEGAE | Accounting and EconomicsSAQA: 94058 | Accounting andEconomics  |
| 2DEGMA | Business Management and AccountingSAQA: 94058 | Business Management and Accounting |
| 2DEGME | Business Management and EconomicsSAQA: 94058 | Business Management and Accounting |
| 2DEGMI | Business Management and Insurance\*SAQA: 94058 | Business Management andInsurance |
| 2DEGBI | Banking and Insurance\*SAQA: 94058 | Banking andInsurance |
| 2DEGBM | Banking and Business ManagementSAQA: 94058 | Banking andBusiness Management |
| 2DEGEB | Economics and BankingSAQA: 94058 | Economics andBanking |
| 2DEGEI | Economics and Insurance\*SAQA: 94058 | Economics and Insurance |
| 2DEGEH | Economics and Human Resources ManagementSAQA: 94058 | Economics and Human Resources Management |
| 2DEGHB | Human Resources Management and Business ManagementSAQA: 94058 | Human Resources Management and Business Management |
| **Note:**No programme with Insurance as a major will have an intake in 2020 |
| **BACHELOR OF PUBLIC ADMINISTRATION (2GDEG1): SAQA:19031****AREAS OF SPECIALISATIONS** |
| 2GDEHR | Public Administration and Human Resources | Public Administration and Human Resources |
| 2GDEPS | Public Administration and Political Science | Public Administration and Political Science |
| 2GEGEC | Public Administration and Economics | Public Administration and Economics |
| 2GDEBM | Public Administration and Business Management | Public Administration and Business Management |
|  |  |  |
| **BACHELOR OF LAWS (LLB) (2LEDG1) SAQA:19170** |
| **2LDEG1** | Legal Profession | Legal Profession |

### 7.1 Programme design: pre-requisite and co-requisites

1. Each programme is made up of several modules, each having a credit rating based on the number of lectures, practicals, tutorials, and other related learning activities. A semester module is worth either 16 or 12 credit points.
2. A degree requires at least 384 credits for a 3-year degree, and 480 credits for a 4-year degree, and a student normally takes 120 credits per year.
3. The choice of modules for a programme is subject to time-table constraints. If a choice is available, modules may be combined towards a particular programme.
4. Some modules have prerequisite requirements. These are listed under the Prerequisites and Co-requisites table on next page.
5. In the first year of study, a student usually takes modules in four or five different disciplines. At the second level of study, a student may have to choose modules from two or three different subject specific disciplines (major subjects) which will in the third level lead to two majors.
6. The Faculty reserves the right to amend curricula and syllabi in response to changes in academic and other environments.

**PRE-REQUISITE AND CO-REQUISITE MODULES, CREDITS AND SAQA LEVEL**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Module Code** | **Credit value** | **NQF Level** | **Co-requisites** | **Pre-requisites** |
| **1COR111** | 16 | 5 | - | - |
| **1ENG121** | 16 | 5 | 1ENG122 | - |
| **1ENG122** | 16 | 5 | 1ENG121 | - |
| **2ABE201** | 16 | 6 | - | 2AFA102 |
| **2ACC101** | 16 | 5 | 2ACC102 | - |
| **2ACC102** | 16 | 5 | 2ACC101 | - |
| **2ACC201** | 16 | 6 | 2ACC202 | 2ACX129 or 2ACC102 |
| **2ACC202** | 16 | 6 | 2ACC 201 | 2ACX129 or 2ACC102 |
| **2ACC301** | 16 | 7 | 2ACC302 | 2ACC202 |
| **2ACC302** | 16 | 7 | 2ACC301 | 2ACC202 |
| **2AFA101** | 16 | 5 | 2AFA102 | - |
| **2AFA102** | 16 | 5 | 2AFA101 | - |
| **2AFA201** | 16 | 6 | 2AFA202 | 2AFA102 |
| **2AFA202** | 16 | 6 | 2AFA201 | 2AFA102 |
| **2AFA301** | 16 | 7 | 2AFA302 | 2AFA202 |
| **2AFA302** | 16 | 7 | 2AFA301 | 2AFA202 |
| **2AFA401** | 16 | 7 | 2AFA402 | 2AFA302 |
| **2AFA402** | 16 | 7 | 2AFA401 | 2AFA302 |
| **2AIS101** | 16 | 5 | 2AIS102 | - |
| **2AIS102** | 16 | 5 | 2AIS101 | - |
| **2AMA301** | 16 | 7 | 2AMA302 | 2AFA202 |
| **2AMA302** | 16 | 7 | 2AMA301 | 2AFA202 |
| **2AMA401** | 16 | 7 | 2AMA402 |  2AMA302 |
| **Module Code** | **Credit value** | **NQF Level** | **Co-requisites** | **Pre-requisites** |
| **2AMA402** | 16 | 7 | 2AMA401 | 2AMA302 |
| **2AMC201** | 16 | 6 | - | 2ACX129 or 2ACC102 |
| **2AMC301** | 16 | 7 | 2AMC302 | 2ACC202,2AMC202 |
| **2AMC302** | 16 | 7 | 2AMC 301 | 2ACC202, 2AMC202 |
| **2ATA301** | 16 | 7 | 2ATA302 | - |
| **2ATA302** | 16 | 7 | 2ATA301 | - |
| **2ATA401** | 16 | 7 | 2ATA402 | 2ATA302 |
| **2ATA402** | 16 | 7 | 2ATA401 | 2ATA302 |
| **2AUB202** | 16 | 6 | - | 2AFA102 |
| **2AUD202** | 16 | 6 | - | 2ACX129 or 2ACC102 |
| **2AUD301** | 16 | 7 | 2AUD302 | 2ACC202; and 2AUD202 |
| **2AUD302** | 16 | 7 | 2AUD301 | 2ACC202; 2AUD 202 |
| **2AUT202** | 16 | 6 | - | 2AFA102 |
| **2AUT301** | 16 | 7 | 2AUT302 | 2AFA202, 2AUT202 |
| **2AUT302** | 16 | 7 | 2AUT301 | 2AFA202,2AUT202 |
| **2AUT401** | 16 | 7 | 2AUT402 | 2AUT302 |
| **2AUT402** | 16 | 7 | 2AUT401 | 2AUT302 |
| **2BBG321** | 16 | 7 | 2BBG322 | 2BBG211 |
| **2BBG322** | 16 | 7 | 2BBG322 | 2BBG212 |
| **2BBG331** | 16 | 7 | 2BBG332 | 2BBG211 |
| **Module Code** | **Credit value** | **NQF Level** | **Co-requisites** | **Pre-requisites** |
| **2BBG332** | 16 | 7 | 2BBG331 | 2BBG212 |
| **2BIN201** | 16 | 6 | 2BIN202 | - |
| **2BIN202** | 16 | 6 | 2BIN201 | - |
| **2BIN301** | 16 | 7 | 2BIN302 | 2BIN201 |
| **2BIN301** | 16 | 7 | 2BIN302 | 2BIN201 |
| **2BIN302** | 16 | 7 | 2BIN301 | 2BIN202 |
| **2BIS101** | 16 | 5 | 2BIS102 | - |
| **2BIS102** | 16 | 5 | 2BIS101 | 2BIS101 |
| **2BMG101** | 16 | 5 | 2BMG102 | 2FBX001 |
| **2BMG102** | 16 | 5 | 2BMG101 | 2FBX002 |
| **2BMG201** | 16 | 6 | 2BMG202 | 2BMG101 |
| **2BMG202** | 16 | 6 | 2BMG201 | 2BMG102 |
| **2BBG211** | 16 | 6 | 2BBG212 | - |
| **2BBG212** | 16 | 6 | 2BBG211 | - |
| **2BMG301** | 16 | 7 | 2BMG302 | 2BMG201 |
| **2BMG302** | 16 | 7 | 2BMG301 | 2BMG202 |
| **2BMG311** | 16 | 7 | 2BMG312 | 2BMG201 |
| **2BMG312** | 16 | 7 | 2BMG311 | 2BMG201 |
| **2CDW212** | 90 | 6 | - | 2CDF1122CDA1122CDB1122CDO112 |
| **2ECN101** | 16 | 5 | 2ECN102 | 2FAX001 |
| **2ECN102** | 16 | 5 | 2ECN101 | 2FAX002 |
| **2ECN201** | 16 | 6 | 2ECN202 | 2ECN101 |
| **2ECN202** | 16 | 6 | 2ECN201 | 2ECN102 |
| **2ECN301** | 16 | 7 | 2ECN302 | 2ECN201 |
| **2ECN302** | 16 | 7 | 2ECN301 | 2ECN202 |
| **2ECN311** | 16 | 7 | 2ECN312 | 2ECN201 |
| **Module Code** | **Credit value** | **NQF Level** | **Co-requisites** | **Pre-requisites** |
| **2ECN312** | 16 | 7 | 2ECN311 | 2ECN202 |
| **2FAX001** | 8 | 5 | 2FAX002 | - |
| **2FAX002** | 8 | 5 | 2FAX001 | - |
| **2FBCX01** | 8 | 5 | 2FBCX02 | - |
| **2FBCX02** | 8 | 5 | 2FBCX01 | - |
| **2FBX001** | 8 | 5 | 2FBX002 | - |
| **2FBX002** | 8 | 5 | 2FBX001 | - |
| **2HRM201** | 16 | 6 | 2HRM202 | - |
| **2HRM202** | 16 | 6 | 2HRM201 | - |
| **2HRM301** | 16 | 7 | 2HRM302 | 2HRM201 |
| **2HRM302** | 16 | 7 | 2HRM301 | 2HRM202 |
| **2HRM311** | 16 | 7 | 2HRM312 | - |
| **2HRM312** | 16 | 7 | 2HRM311 | - |
| **2HRM312** | 16 | 7 | 2HRM311 | - |
| **2HRM322** | 16 | 7 | 2HRM321 |  |
| **2ITX301** | 16 | 7 | 2ITX302 |  |
| **2ITX302** | 16 | 7 | 2ITX301 | - |
| **2LAD201** | 12 | 6 | - | - |
| **2LAW101** | 16 | 6 | 2LAW102 | - |
| **2LAW102** | 16 | 6 | 2LAW101 | - |
| **2LCB402** | 12 | 8 | - | - |
| **2LCC201** | 12 | 6 | 2LCC202 | - |
| **2LCC202** | 12 | 6 | 2LCC201 | - |
| **2LCE401** | 12 | 8 | 2LCE402 | - |
| **2LCE402** | 12 | 8 | 2LCE401 | - |
| **2LCI301** | 12 | 7 | 2LCI302 | - |
| **2LCI302** | 12 | 7 | 2LCI301 | - |
| **2LCL101** | 12 | 5 | - | - |
| **Module Code** | **Credit value** | **NQF Level** | **Co-requisites** | **Pre-requisites** |
| **2LCL102** | 12 | 5 | - | - |
| **2LCL202** | 12 | 6 | - | - |
| **2LCL401** | 12 | 8 | 2LCL402 | - |
| **2LCL402** | 12 | 8 | 2LCL401 | - |
| **2LCP301** | 12 | 7 | 2LCP302 | - |
| **2LCP302** | 12 | 7 | 2LCP301 | - |
| **2LLB202** | 16 | 6 | - | 2AFA102 |
| **2LMA401** | 12 | 8 | - | - |
| **2LPA401** | 12 | 8 | - | - |
| **2LPB301** | 12 | 7 |  | - |
| **2LPC301** | 12 | 7 | 2LPC302 | - |
| **2LPC302** | 12 | 7 | 2LPC301 | - |
| **2LPC402** | 12 | 8 | - | - |
| **2LPD301** | 12 | 7 | - | - |
| **2LPE402** | 12 | 8 | - | - |
| **2LPF202** | 16 | 6 | - | - |
| **2LPF401** | 12 | 8 | - | - |
| **2LPF402** | 12 | 8 | - | - |
| **2LPG402** | 12 | 8 | - | - |
| **2LPI201** | 12 | 6 |  | - |
| **2LPI302** | 12 | 7 | - | - |
| **2LPL101** | 12 | 5 | - | - |
| **2LPL201** | 12 | 6 | - | - |
| **2LPL401** | 12 | 8 | 2LPL402 | - |
| **2LPL402** | 12 | 8 | 2LPL401 | - |
| **2LPN401** | 12 | 8 | - | - |
| **2LPP202** | 12 | 6 | - | - |
| **2LPP401** | 12 | 8 | - | - |
| **Module Code** | **Credit value** | **NQF Level** | **Co-requisites** | **Pre-requisites** |
| **2LPT401** | 12 | 8 | - | - |
| **2LPT402** | 12 | 8 | - | - |
| **2LRA302** | 12 | 7 | - | - |
| **2LRC201** | 12 | 6 | 2LRC202 | - |
| **2LRC202** | 12 | 6 | 2LRC201 | - |
| **2LRD102** | 12 | 5 | - | - |
| **2LRI101** | 12 | 5 | 2LRI102 | - |
| **2LRI102** | 12 | 5 | 2LRI101 | - |
| **2LRR401** | 30 | 8 |  | - |
| **2AIS301** | 16 | 7 | - | 4CPS111 |
| **2AIS302** | 16 | 7 | - | 4CPS111 |
| **2AIS311** | 16 | 7 | - | - |
| **2AIS312** | 16 | 7 | - | 4CPS111 |
| **2PAD101** | 16 | 5 | 2PAD102 | - |
| **2PAD102** | 16 | 5 | 2PAD101 | - |
| **2PAD201** | 16 | 6 | 2PAD202 | 2PAD101 |
| **2PAD202** | 16 | 6 | 2PAD201 | 2PAD102 |
| **2PAD301** | 16 | 7 | 2PAD302 | 2PAD201 |
| **2PAD302** | 16 | 7 | 2PAD301 | 2PAD202 |
| **2PAD321** | 16 | 7 | 2PAD322 | - |
| **2PAD322** | 16 | 7 | 2PAD321 | - |
| **2PIP402** | 12 | 8 | - | - |
| **2PLG201** | 16 | 6 | 2PLG202 | - |
| **2PLG202** | 16 | 6 | 2PLG201 | - |
| **2PLG311** | 16 | 7 | 2PLG312 | 2PLG201 |
| **2PLG312** | 16 | 7 | 2PLG311 | 2PLG202 |
| **4CPS111** | 16 | 6 | 4CPS242 | 4CPS1214CPS122 |
| **Module Code** | **Credit value** | **NQF Level** | **Co-requisites** | **Pre-requisites** |
| **4CPS121** | 16 | 5 | 4CPS122 | - |
| **4CPS122** | 16 | 5 | 4CPS121 | - |
| **4CPS221** | 16 | 7 | - | 4CPS111 |
| **4CPS231** | 16 | 6 | 4CPS232 | 4CPS121;4CPS122 |
| **4CPS232** | 16 | 6 | - | 4CPS121; 4CPS122 |
| **4CPS242** | 16 | 6 | 4CPS111 | 4CPS121; 4CPS122 |
| **4CPS322** | 16 | 7 | 4CPS332 | 4CPS242 |
| **4CPS331** | 16 | 7 | - | 4CPS232 |
| **4CPS332** | 16 | 7 | 4CPS322 | 4CPS111 |
| **4STT121** | 16 | 6 | - | - |
| **4STT122** | 16 | 6 | 4STT121 | - |
| **APHP112** | 16 | 5 | - | - |
| **1POL111** | 16 | 5 | 1POL112 | - |
| **1POL112** | 16 | 5 | 1POL111 | - |
| **2ACX119** | 16 | 5 | - | - |
| **2ACX129** | 16 | 5 | - | 2ACX119 |

### ACADEMIC STRUCTURE: UNDERGRADUATE QUALIFICATIONS

### 8.1 BCOM 4-YEAR EXTENDED DEGREE (2FDEG1)

### Purpose and Rationale

The 4-Year Bachelor of Commerce Extended Degree is an alternative access programme, i.e. in providing alternative access in the fields of Accounting, Economics, Business Management and Human Resource Management. Students are given foundational provision covering relevant academic skills together with subject-related themes, required to facilitate learning in the regular modules of Bachelor of Commerce degree programmes. It is designed to develop competencies of students in language and numeracy and at the same time giving additional support by way of small group tutorials/lectures, for students to cope with the regular BCom modules. The combination of foundational modules enables students to develop a comprehensive perspective and effective strategies for adjusting to, and meeting the demands of, the higher education environment with the aim of being successful in the chosen Bachelor of Commerce programme.

### BCom 4-Year ExtendedDegree: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Bachelor of Commerce |
| Majors: | Management; Accounting; Economics |
| Abbreviation: | BCom  |
| UNIZULU Code: | 2DEG |
| SAQA ID | 94058 |
| NQF EXIT Level: | 7 |
| Minimum Duration of Studies: | 3 Years |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Total Credits to Graduate: | 384 |
| Articulation Options  | This qualification offers vertical articulation into cognate Honours Degrees and Postgraduate Diplomas at NQF Level 8. It also offers articulation horizontally into an Advanced Diploma at NQF Level 7.  |

### BCom 4-Year Extended: Accounting and Auditing (2FDEG0)

Academic Structure: Accounting and Auditing

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACX119 | Accounting 1A  | 2ACX119 | Accounting 1A  |
| 2FBX001 | Business Management Foundation 1A  | 2FBX002 | Business Management Foundation 1B  |
| 2FAX001 | Foundation Economics 1A  | 2FAX002 | Foundation Economics 1B  |
| UZUL100 | UNIZULU 101  | UZUL100 | UNIZULU 101  |
| 2BIS101 | Business Inform Systems 1A  |  |  |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2ACX129 | Accounting 1B  | 2ACX129 | Accounting 1B  |
| 2BMG101 | Business Management 1A  | 2BMG102 | Business Management 1B  |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2FBCX01 | Business Calculations 1A | 2FBCX02 | Business Calculations 1B  |
| 2BIS102 | Business Inform Systems 1B  |  |  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2ACC201 | Accounting 2A | 2ACC202 | Accounting 2B |
| 2AMC201 | Introduction to Financial Management and Costing  | 2AUD202 | Introduction to Auditing |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2ACC301 | Accounting 3A | 2ACC302 | Accounting 3B |
| 2AUD301 | Auditing 3A | 2AUD302 | Auditing 3B |
| 2ITX301 | Income Tax 3A | 2ITX302 | Income Tax 3B |
| 2AMC301 | Financial Management and Costing 3A | 2AMC 302 | Financial Management and Costing 3B |

### BCom 4-Year Extended: Management Information Systems (2FDEG2)

Academic Structure:

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACX119 | Accounting 1A  | 2ACX119 | Accounting 1A  |
| 2FBX001 | Business Management Foundation 1A  | 2FBX002 | Business Management Foundation 1B  |
| 2FAX001 | Foundation Economics 1A  | 2FAX002 | Foundation Economics 1B  |
| UZUL100 | UNIZULU 101  | UZUL100 | UNIZULU 101  |
| 2BIS101 | Business Inform Systems 1A  |  |  |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2ACX129 | Accounting 1B  | 2ACX129 | Accounting 1B  |
| 2BMG101 | Business Management 1A  | 2BMG102 | Business Management 1B  |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2FBCX01 | Business Calculations 1A | 2FBCX02 | Business Calculations 1B  |
| 2BIS102 | Business Inform Systems 1B  |  |  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 4CPS231 | Computer Communications and Network | 4CPS232 | Database and Information Management 1 |
| 4CPS111 | Introductory Computing | 4CPS242 | Visual Application Development |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2AIS301 | Systems Analysis | 2AIS302 | Systems Design |
| 2AIS311 | Management Accounting and Finance | 2AIS312 | Accounting Information Systems |
| 4CPS221 | Computer Architecture and Assemblers | 4CPS322 | Final Year Project |
| 4CPS331 | Database and Information Management 2 | 4CPS332 | Client Server Computing |

### BCom 4-Year Extended: Accounting and Economics (2FEGAE)

Academic Structure:

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACX119 | Accounting 1A  | 2ACX119 | Accounting 1A  |
| 2FBX001 | Business Management Foundation 1A  | 2FBX002 | Business Management Foundation 1B  |
| 2FAX001 | Foundation Economics 1A  | 2FAX002 | Foundation Economics 1B  |
| UZUL100 | UNIZULU 101  | UZUL100 | UNIZULU 101  |
| 2BIS101 | Business Inform Systems 1A  |  |  |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2ACX129 | Accounting 1B  | 2ACX129 | Accounting 1B  |
| 2BMG101 | Business Management 1A  | 2BMG102 | Business Management 1B  |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2FBCX01 | Business Calculations 1A | 2FBCX02 | Business Calculations 1B  |
| 2BIS102 | Business Inform Systems 1B  |  |  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2ECN201 | Intermediate Microeconomics  | 2ECN202 | Intermediate Macroeconomics  |
| 2ACC201 | Accounting 2A | 2ACC202 | Accounting 2B |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2ACC301 | Accounting 3A | 2ACC302 |  Accounting 3B |
| 2ITX301 | Income Tax 3A  | 2ITX302 | Income Tax 3B |
| 2ECN301 | Public and Monetary Economics | 2ECN302 | Development Economics |
| 2ECN311 | Labour and International Economics | 2ECN312 | Economic Research and Econometrics |

### BCom 4-Year Extended: Business Management and Accounting (2FEGMA)

Academic Structure:

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACX119 | Accounting 1A  | 2ACX119 | Accounting 1A  |
| 2FBX001 | Business Management Foundation 1A  | 2FBX002 | Business Management Foundation 1B  |
| 2FAX001 | Foundation Economics 1A  | 2FAX002 | Foundation Economics 1B  |
| UZUL100 | UNIZULU 101  | UZUL100 | UNIZULU 101  |
| 2BIS101 | Business Inform Systems 1A  |  |  |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2ACX129 | Accounting 1B  | 2ACX129 | Accounting 1B  |
| 2BMG101 | Business Management 1A  | 2BMG102 | Business Management 1B  |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2FBCX01 | Business Calculations 1A | 2FBCX02 | Business Calculations 1B  |
| 2BIS102 | Business Inform Systems 1B  |  |  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2ACC201 | Accounting 2A | 2ACC202 | Accounting 2B |
| 2BMG201 | Marketing Management  | 2BMG202 | Financial Management  |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2ACC301 | Accounting 3A | 2ACC302 |  Accounting 3B |
| 2ITX301 | Income Tax 3A  | 2ITX302 | Income Tax 3B |
| 2BMG301 | Business Management 3A | 2BMG302 | Business Management 3B |
| 2BMG311 | Strategic Marketing 3A | 2BMG312 | Strategic Management 3B |

### BCom 4-Year Extended: Business Management and Economics (2FEGME)

Academic Structure:

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACX119 | Accounting 1A  | 2ACX119 | Accounting 1A  |
| 2FBX001 | Business Management Foundation 1A  | 2FBX002 | Business Management Foundation 1B  |
| 2FAX001 | Foundation Economics 1A  | 2FAX002 | Foundation Economics 1B  |
| UZUL100 | UNIZULU 101  | UZUL100 | UNIZULU 101  |
| 2BIS101 | Business Inform Systems 1A  |  |  |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2ACX129 | Accounting 1B  | 2ACX129 | Accounting 1B  |
| 2BMG101 | Business Management 1A  | 2BMG102 | Business Management 1B  |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2FBCX01 | Business Calculations 1A | 2FBCX02 | Business Calculations 1B  |
| 2BIS102 | Business Inform Systems 1B  |  |  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2BMG201 | Marketing Management  | 2BMG202 | Financial Management  |
| 2ECN201 | Intermediate Microeconomics  | 2ECN202 | Intermediate Macroeconomics  |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2BMG301 | Business Management 3A | 2BMG302 | Business Management 3B |
| 2BMG311 | Strategic Marketing 3A | 2BMG312 | Strategic Management 3B |
| 2ECN301 | Public and Monetary Economics | 2ECN302 | Development Economics |
| 2ECN311 | Labour and International Economics | 2ECN312 | Economic Research and Econometrics |

### BCom 4-Year Extended: Business Management and Insurance (2FEGMI)

(No students will be registered for this qualification in 2020)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACX119 | Accounting 1A  | 2ACX119 | Accounting 1A  |
| 2FBX001 | Business Management Foundation 1A  | 2FBX002 | Business Management Foundation 1B  |
| 2FAX001 | Foundation Economics 1A  | 2FAX002 | Foundation Economics 1B  |
| UZUL100 | UNIZULU 101  | UZUL100 | UNIZULU 101  |
| 2BIS101 | Business Inform Systems 1A  |  |  |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2ACX129 | Accounting 1B  | 2ACX129 | Accounting 1B  |
| 2BMG101 | Business Management 1A  | 2BMG102 | Business Management 1B  |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2FBCX01 | Business Calculations 1A | 2FBCX02 | Business Calculations 1B  |
| 2BIS102 | Business Inform Systems 1B  |  |  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2BMG201 | Marketing Management  | 2BMG202 | Financial Management  |
| 2BIN201 | Insurance 2A | 2BIN202 | Insurance 2B |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2BMG301 | Business Management 3A | 2BMG302 | Business Management 3B |
| 2BMG311 | Strategic Marketing 3A | 2BMG312 | Strategic Management 3B |
| 2BIN301 | Insurance 3A | 2BIN302 | Insurance 3B |
| 2HRM311 **Or**2HRM321 | Compensation Management**Or**Organisational Behaviour | 2HRM312 **Or**2HRM322 | South African and International Trends in HRM**Or**Organisational Development  |

### BCom 4-Year Extended: Banking and Business Management (2FEGBM)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACX119 | Accounting 1A  | 2ACX119 | Accounting 1A  |
| 2FBX001 | Business Management Foundation 1A  | 2FBX002 | Business Management Foundation 1B  |
| 2FAX001 | Foundation Economics 1A  | 2FAX002 | Foundation Economics 1B  |
| UZUL100 | UNIZULU 101  | UZUL100 | UNIZULU 101  |
| 2BIS101 | Business Inform Systems 1A  |  |  |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2ACX129 | Accounting 1B  | 2ACX129 | Accounting 1B  |
| 2BMG101 | Business Management 1A  | 2BMG102 | Business Management 1B  |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2FBCX01 | Business Calculations 1A | 2FBCX02 | Business Calculations 1B  |
| 2BIS102 | Business Inform Systems 1B  |  |  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2BBG211 | Banking Instruments, Product and Services |  2BBG212 | Financial Systems, Institutions and Markets |
| 2BMG201 | Marketing Management  | 2BMG201 | Marketing Management  |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2BBG321 | Bank Investment Management3E | 2BBG322 | Bank, Mergers and Acquisitions |
| F2BBG331 | Bank Derivatives | 2BBG332 | Bank’s Equity Capital |
| 2BMG301 | Business Management 3A | 2BMG302 | Business Management 3B |
| 2BMG311 | Strategic Marketing 3A | 2BMG312 | Strategic Management 3B |

### BCom 4-Year Extended: Economics and Banking (2FEGEB)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACX119 | Accounting 1A  | 2ACX119 | Accounting 1A  |
| 2FBX001 | Business Management Foundation 1A  | 2FBX002 | Business Management Foundation 1B  |
| 2FAX001 | Foundation Economics 1A  | 2FAX002 | Foundation Economics 1B  |
| UZUL100 | UNIZULU 101  | UZUL100 | UNIZULU 101  |
| 2BIS101 | Business Inform Systems 1A  |  |  |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2ACX129 | Accounting 1B  | 2ACX129 | Accounting 1B  |
| 2BMG101 | Business Management 1A  | 2BMG102 | Business Management 1B  |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2FBCX01 | Business Calculations 1A | 2FBCX02 | Business Calculations 1B  |
| 2BIS102 | Business Inform Systems 1B  |  |  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2BBG211 | Banking Instruments, Product and Services |  2BBG212 | Financial Systems, Institutions and Markets |
| 2ECN201 | Intermediate Microeconomics  | 2ECN202 | Intermediate Macroeconomics  |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2BBG321 | Bank Investment Management3E | 2BBG322 | Bank, Mergers and Acquisitions |
| 2BBG331 | Bank Derivatives | 2BBG332 | Bank’s Equity Capital |
| 2ECN301 | Public and Monetary Economics | 2ECN302 | Development Economics |
| 2ECN311 | Labour and International Economics | 2ECN312 | Economic Research and Econometrics |

### BCom 4-Year Extended: Economics and Insurance (2FEGEI)

(No students will be registered for this qualification in 2020)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACX119 | Accounting 1A  | 2ACX119 | Accounting 1A  |
| 2FBX001 | Business Management Foundation 1A  | 2FBX002 | Business Management Foundation 1B  |
| 2FAX001 | Foundation Economics 1A  | 2FAX002 | Foundation Economics 1B  |
| UZUL100 | UNIZULU 101  | UZUL100 | UNIZULU 101  |
| 2BIS101 | Business Inform Systems 1A  |  |  |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2ACX129 | Accounting 1B  | 2ACX129 | Accounting 1B  |
| 2BMG101 | Business Management 1A  | 2BMG102 | Business Management 1B  |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2FBCX01 | Business Calculations 1A | 2FBCX02 | Business Calculations 1B  |
| 2BIS102 | Business Inform Systems 1B  |  |  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2ECN201 | Intermediate Microeconomics  | 2ECN202 | Intermediate Macroeconomics  |
| 2BIN201 | Insurance 2A | 2BIN202 | Insurance 2B |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2ECN301 | Public and Monetary Economics | 2ECN302 | Development Economics |
| 2ECN311 | Labour and International Economics | 2ECN312 | Economic Research and Econometrics |
| 2BIN301 | Insurance 3A | 2BIN302 | Insurance 3B |
| 2HRM311 **or**2HRM321 | Compensation Management**or**Organisational Behaviour | 2HRM312 **or**2HRM322 | South African and International Trends in HRM**or**Organisational Development  |

### BCom 4-Year Extended: Economics and HR Management (2FEGEH)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACX119 | Accounting 1A  | 2ACX119 | Accounting 1A  |
| 2FBX001 | Business Management Foundation 1A  | 2FBX002 | Business Management Foundation 1B  |
| 2FAX001 | Foundation Economics 1A  | 2FAX002 | Foundation Economics 1B  |
| UZUL100 | UNIZULU 101  | UZUL100 | UNIZULU 101  |
| 2BIS101 | Business Inform Systems 1A  |  |  |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2ACX129 | Accounting 1B  | 2ACX129 | Accounting 1B  |
| 2BMG101 | Business Management 1A  | 2BMG102 | Business Management 1B  |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2FBCX01 | Business Calculations 1A | 2FBCX02 | Business Calculations 1B  |
| 2BIS102 | Business Inform Systems 1B  |  |  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2ECN201 | Intermediate Microeconomics  | 2ECN202 | Intermediate Macroeconomics  |
| 2HRM201 | Foundations and Challenges of HR Management | 2HRM202 | Labour Law Relations in SA |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2ECN301 | Public and Monetary Economics | 2ECN302 | Development Economics |
| 2ECN311 | Labour and International Economics | 2ECN312 | Economic Research and Econometrics |
| 2HRM301 | Theory and Practice of Human Resources | 2HRM302 | Training and Development Management |
| 2HRM311**or**2HRM321 | Compensation Management**or**Organisational Behaviour | 2HRM312 **or**2HRM322 | SA and International Trends in HRM **or**Organisational Development  |

### BCom 4-Year Extended: HR Management and Business Management (2FEGHB)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACX119 | Accounting 1A  | 2ACX119 | Accounting 1A  |
| 2FBX001 | Business Management Foundation 1A  | 2FBX002 | Business Management Foundation 1B  |
| 2FAX001 | Foundation Economics 1A  | 2FAX002 | Foundation Economics 1B  |
| UZUL100 | UNIZULU 101  | UZUL100 | UNIZULU 101  |
| 2BIS101 | Business Inform Systems 1A  |  |  |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2ACX129 | Accounting 1B  | 2ACX129 | Accounting 1B  |
| 2BMG101 | Business Management 1A  | 2BMG102 | Business Management 1B  |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2FBCX01 | Business Calculations 1A | 2FBCX02 | Business Calculations 1B  |
| 2BIS102 | Business Inform Systems 1B  |  |  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2BMG201 | Marketing Management  | 2BMG202 | Financial Management  |
| 2HRM201 | Foundations and Challenges of HR Management | 2HRM202 | Labour Law Relations in SA |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2BMG301 | Business Management 3A | 2BMG302 | Business Management 3B |
| 2BMG311 | Strategic Marketing 3A | 2BMG312 | Strategic Management 3B |
| 2HRM301 | Theory and Practice of Human Resources | 2HRM302 | Training and Development Management |
| 2HRM311**or**2HRM321 | Compensation Management**or**Organisational Behaviour | 2HRM312  **or**2HRM322 | SA and International Trends in HRM **or**Organisational Development  |

### 8.2 BCOM: ACCOUNTING SCIENCE (2ADEG3)

### Purpose and rationale of the qualification

The degree, BCom (Accounting Science) is designed for students who plan careers as Chartered Accountants. The degree will prepare the students for postgraduate accounting studies and their training contracts.

The programme is designed in consultation with the South African Institute of Chartered Accountants (SAICA) and recognised by them as a requirement to practice as a chartered accountant. This qualification requires a thorough grounding in the knowledge, theory, principles and skills of the profession or career concerned and the ability to apply these to professional or career contexts. The programme also serves as basis for entry into several postgraduate study opportunities.

**NOTE: The curriculum below allows admission to the Postgraduate Diploma in Accounting Science programme. It is recommended for students who intend writing the Initial Test of Competence (ITC) of the South African Institute of Chartered Accountants.**

**Exit-level Outcomes**

The proposed curriculum will be informed by the “Conceptual Framework” which prescribes pervasive and discipline specific skills. The programme will meet the following outcomes and competencies:

1. Pervasive skills will be inculcated by exposing students to the professional skills and personal attributes required by aspirant accountants. Professional ethics will not only be part of the curriculum but be entrenched by encouraging responsible behavioral patterns.
2. A study of the structure and working of the business world including the economic and other problems which arise in business.
3. An inter-disciplinary study of economics, accounting, statistics, law and ethics which concentrates on the application of appropriate concepts and techniques towards the understanding, analysis and solution of problems in a business environment.
4. A study of the scientific approach to management problems and use of current quantitative and computer techniques in those areas in business management formerly considered to be largely matters of opinion and judgment.
5. Ultimately specialising in each of the areas of Financial Accounting, Auditing, Financial Management, Management Accounting and Taxation enabling articulation to an accredited post graduate program.

### BCom (Accounting Science) degree: General information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Bachelor of Accounting Science |
| Majors: | Accounting, Auditing, Taxation |
| Abbreviation: | BACC  |
| UNIZULU Code: | 2ADEG |
| SAQA ID |  |
| NQF EXIT Level: | 7 |
| Minimum Duration of Studies: | 4 Years |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Total Credits to Graduate: |  |
| Articulation Options  | This qualification offers vertical articulation into cognate Honours Degrees and Postgraduate Diplomas at NQF Level 8. It also offers articulation horizontally into an Advanced Diploma at NQF Level 7.**The qualification** **allows admission into the Postgraduate Diploma in Accounting Science programme.** |

### BCom: Accounting Science (2ADEG3)

**Academic Structure: Accounting Science**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2AFA101 | Financial Accounting1A | 2AFA102 | Financial Reporting 1B |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2AIS101 | Management of Information Systems 1A | 2AIS 102 | Management of Information Systems 1B |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2AFA201 | Financial Reporting 2A | 2AFA202 | Financial Reporting 2B |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2ABE201 | Business Ethics | 2AUT202 | Auditing 1B |
| 2AMC201 | Introduction to Financial Management and Costing | 2AUB202 | Understanding Business |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2AFA301 | Financial Reporting 3A | 2AFA302 | Financial Reporting 3B |
| 2ATA301 | Taxation 3A | 2ATA302 | Taxation 3B |
| 2AMA301 | Management Accounting and Finance 3A | 2AMA302 |  Management Accounting and Finance 3B |
| 2AUT301 | Auditing 3A | 2AUT302 | Auditing 3B |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2AFA401 | Financial Reporting 4A | 2AFA402 | Financial Reporting 4B |
| 2ATA401 | Taxation 4A | 2ATA402 | Taxation 4B |
| 2AMA401 | Management Accounting and Finance 4A  | 2AMA402 | Management Accounting and Finance 4B |
| 2AUT401 | Business and Governance A | 2AUT402 | Business and Governance B |

### 8.3 BCOM (ACCOUNTING) AND BCOM (MANAGEMENT INFORMATION SYSTEMS)

### BCom: Accounting (2ADEG1)

The purpose of this qualification is to provide students with a comprehensive knowledge base for identifying, analysing, evaluating and solving problems in the following underlying core modules: accounting; auditing; taxation and financial management.

Students should be able to reflect on their decisions and applications in these fields to assess the effect thereof in the holistic context of accounting as a practice.

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACC101 | Accounting 1A | 2ACC102 | Accounting 1B |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A | 2BIS102 | Business Information Systems 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2ACC201 | Accounting 2A | 2ACC202 | Accounting 2B |
| 2AMC201 | Introduction to Financial Management and Costing | 2AUD202 | Introduction to Auditing |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2ACC301 | Accounting 3A | 2ACC302 | Accounting 3B |
| 2AUD301 | Auditing 3A | 2AUD302 | Auditing 3B |
| 2ITX301 | Income Tax 3A | 2ITX302 | Income Tax 3B |
| 2AMC301 | Financial Management and Costing 3A | 2AMC 302 | Financial Management and Costing 3B |

### BCom: Management Information Systems (2ADEG2)

This programme is a combination of MIS and Computer Science fundamentals, and is offered as a collaboration programme by the FCAL and Faculty of Science and Agriculture. Graduates may seek employment in computer related fields with MIS applications. They may, on completion of the degree, wish to pursue advanced studies in this field to enhance their qualifications and skills.

Academic Structure:

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACC101 | Accounting 1A | 2ACC102 | Accounting 1B |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 4CPS121 | Computer Literacy 1 | 4CPS122 | Computer Literacy 2 |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 4CPS231 | Computer Communications and Network | 4CPS232 | Database and Information Management 1 |
| 4CPS111 | Introductory Computing | 4CPS242 | Visual Application Development |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2AIS301 | Systems Analysis | 2AIS302 | Systems Design |
| 2AIS311 | Management Accounting and Finance | 2AIS312 | Accounting Information Systems |
| 4CPS221 | Computer Architecture and Assemblers | 4CPS322 | Final Year Project |
| 4CPS331 | Database and Information Management 2 | 4CPS332 | Client Server Computing |

### 8.4 BACHELOR OF COMMERCE

### Purpose and rationale of the qualification

**Purpose:**

The aim of this qualification is to prepare graduates with the basic knowledge and skills required for students who enter the field of economics or business with the necessary knowledge and skills to create intellectual property, to produce knowledge products and to create value for their employers at production, research, innovation and managerial platforms.

The Bachelor of Commerce focuses on the factors that drive economic behaviour at both an individual and organisational level. The qualification will equip the graduates with the analytical, communication and problem-solving skills to effectively identify issues, source information and find efficient and practical solutions. It will empower graduates with foundational, practical and reflexive competence at a graduate-level to enable them to pursue careers in the local, national, regional and global business and public sector economic environments. The qualification has been tailored in consultation with representatives from leading organisations and HEI’s, ensuring graduates with an industry-relevant degree.

This qualification is a generic Bachelor of Commerce as it focuses on four core disciplines, namely accountancy, economics, business management and human resource management allowing students to graduate with an option of proceeding to higher degrees in one of two core commerce knowledge fields. It offers a wide range of specialisations which offer the student relevant knowledge and skills applicable in specific business and/or commercial niches in which they might wish to be employed or study further. This structure provides the student with the opportunity to tailor his/her learning to different contexts and different environments while ensuring a knowledge of the theory, principles and core elements in the relevant chosen discipline area. The qualification will enable the student to develop his/her intellectual capacity to understand the economic and business environment.

**Rationale:**

South Africa, as is the case with all developing countries, is faced with a shortage of skilled labour, particularly in the fields of entrepreneurship and management. Knowledge and skills in these areas and particularly in financial management are required to ensure the sustainability of business enterprises. This qualification will help students to develop that knowledge and those skills. Successful students will have the knowledge and skills to compete successfully in the global business environment both nationally and internationally. The qualification will give access to higher levels of learning. The qualification addresses the country’s need for competent middle and senior managers in both the public and private sectors.

**Exit level outcomes**

Graduates of this qualification will be able to:

1. Demonstrate a fundamental knowledge of general principles and theories of business and their application in business and commerce.
2. Demonstrate technical and communication skills and knowledge that are appropriate in the area(s) of their chosen specialisation.
3. Display a continuing professional approach to work, community responsibilities and personal development.
4. Solve problems in business and commerce.
5. Work effectively as an individual, in teams and in organisations to create the opportunity to develop as a leader in a multi-disciplinary environment.

### BCom degree: General information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Bachelor of Commerce |
| Majors: | Management, Accounting, Economics, HR, Banking, Public Administration  |
| Abbreviation: | BCom  |
| UNIZULU Code: | 2DEG |
| SAQA ID | 94058 |
| NQF EXIT Level: | 7 |
| Minimum Duration of Studies: | 3 Years |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Total Credits to Graduate: | 384 |
| Articulation Options  | This qualification offers vertical articulation into cognate Honours Degrees and Postgraduate Diplomas at NQF Level 8. It also offers articulation horizontally into an Advanced Diploma at NQF Level 7.  |

### BCom: Accounting and Economics (2DEGAE)

Academic Structure:

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACC101 | Accounting 1A | 2ACC102 | Accounting 1B |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A | 2BIS102 | Business Information Systems 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2ECN201 | Intermediate Microeconomics  | 2ECN202 | Intermediate Macroeconomics  |
| 2ACC201 | Accounting 2A | 2ACC202 | Accounting 2B |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2ACC301 | Accounting 3A | 2ACC302 | Accounting 3B |
| 2ITX301 | Income Tax 3A  | 2ITX302 | Income Tax 3B |
| 2ECN301 | Public and Monetary Economics | 2ECN302 | Development Economics |
| 2ECN311 | Labour and International Economics | 2ECN312 | Economic Research and Econometrics |

### BCom: Business Management and Accounting (2DEGMA)

Academic Structure:

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACC101 | Accounting 1A | 2ACC102 | Accounting 1B |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A | 2BIS102 | Business Information Systems 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2ACC201 | Accounting 2A | 2ACC202 | Accounting 2B |
| 2BMG201 | Marketing Management  | 2BMG202 | Financial Management  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2ACC301 | Accounting 3A | 2ACC302 |  Accounting 3B |
| 2ITX301 | Income Tax 3A  | 2ITX302 | Income Tax 3B |
| 2BMG301 | Business Management 3A | 2BMG302 | Business Management 3B |
| 2BMG311 | Strategic Marketing 3A | 2BMG312 | Strategic Management 3B |

### BCom: Business Management and Economics (2DEGME)

Academic Structure:

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACC101 | Accounting 1A | 2ACC102 | Accounting 1B |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A | 2BIS102 | Business Information Systems 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2BMG201 | Marketing Management  | 2BMG202 | Financial Management  |
| 2ECN201 | Intermediate Microeconomics  | 2ECN202 | Intermediate Macroeconomics  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2BMG301 | Business Management 3A | 2BMG302 | Business Management 3B |
| 2BMG311 | Strategic Marketing 3A | 2BMG312 | Strategic Management 3B |
| 2ECN301 | Public and Monetary Economics | 2ECN302 | Development Economics |
| 2ECN311 | Labour and International Economics | 2ECN312 | Economic Research and Econometrics |

### BCom: Business Management and Insurance (2DEGMI)

(No students will be registered for this qualification in 2020)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACC101 | Accounting 1A | 2ACC102 | Accounting 1B |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A | 2BIS102 | Business Information Systems 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2BMG201 | Marketing Management  | 2BMG202 | Financial Management  |
| 2BIN201 | Insurance 2A | 2BIN202 | Insurance 2B |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2BMG301 | Business Management 3A | 2BMG302 | Business Management 3B |
| 2BMG311 | Strategic Marketing 3A | 2BMG312 | Strategic Management 3B |
| 2BIN301 | Insurance 3A | 2BIN302 | Insurance 3B |
| 2HRM311 **or**2HRM321 | Compensation Management**or**Organisational Behaviour | 2HRM312 **or**2HRM322 | South African and International Trends in HRM**or**Organisational Development  |

### BCom: Banking and Business Management (2DEGBM)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACC101 | Accounting 1A | 2ACC102 | Accounting 1B |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A | 2BIS102 | Business Information Systems 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2BBG211 | Banking Instruments, Product and Services | 2BBG212 | Financial Systems, Institutions and Markets |
| 2BMG201 | Marketing Management  | 2BMG202 | Financial Management  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2BBG321 | Bank Investment Management3E | 2BBG322 | Bank, Mergers and Acquisitions |
| 2BBG331 | Bank Derivatives | 2BBG332 | Bank’s Equity Capital |
| 2BMG301 | Business Management 3A | 2BMG302 | Business Management 3B |
| 2BMG311 | Strategic Marketing 3A | 2BMG312 | Strategic Management 3B |

### BCom: Economics and Banking (2DEGEB)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACC101 | Accounting 1A | 2ACC102 | Accounting 1B |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A | 2BIS102 | Business Information Systems 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2BBG211 | Banking Instruments, Product and Services |  2BBG212 | Financial Systems, Institutions and Markets |
| 2ECN201 | Intermediate Microeconomics  | 2ECN202 | Intermediate Macroeconomics  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2BBG321 | Bank Investment Management3E | 2BBG322 | Bank, Mergers and Acquisitions |
| 2BBG331 | Bank Derivatives | 2BBG332 | Bank’s Equity Capital |
| 2ECN301 | Public and Monetary Economics | 2ECN302 | Development Economics |
| 2ECN311 | Labour and International Economics | 2ECN312 | Economic Research and Econometrics |

### BCom: Economics and Insurance (2DEGEI)

(No students will be registered for this qualification in 2020)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACC101 | Accounting 1A | 2ACC102 | Accounting 1B |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A | 2BIS102 | Business Information Systems 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2ECN201 | Intermediate Microeconomics  | 2ECN202 | Intermediate Macroeconomics  |
| 2BIN201 | Insurance 2A | 2BIN202 | Insurance 2B |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2ECN301 | Public and Monetary Economics | 2ECN302 | Development Economics |
| 2ECN311 | Labour and International Economics | 2ECN312 | Economic Research and Econometrics |
| 2BIN301 | Insurance 3A | 2BIN302 | Insurance 3B |
| 2HRM311 **Or**2HRM321 | Compensation Management**Or**Organisational Behaviour | 2HRM312 **Or**2HRM322 | South African and International Trends in HRM**Or**Organisational Development  |

### BCom: Economics and HR Management (2DEGEH)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACC101 | Accounting 1A | 2ACC102 | Accounting 1B |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A | 2BIS102 | Business Information Systems 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2ECN201 | Intermediate Microeconomics  | 2ECN202 | Intermediate Macroeconomics  |
| 2HRM201 | Foundations and Challenges of HR Management | 2HRM202 | Labour Law Relations in SA |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2ECN301 | Public and Monetary Economics | 2ECN302 | Development Economics |
| 2ECN311 | Labour and International Economics | 2ECN312 | Economic Research and Econometrics |
| 2HRM301 | Theory and Practice of Human Resources | 2HRM302 | Training and Development Management |
| 2HRM311**or**2HRM321 | Compensation Management**or**Organisational Behaviour | 2HRM312  **or**2HRM322 | SA and International Trends in HRM  **or**Organisational Development  |

### BCom: HR Management and Business Management (2DEGHM)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2ACC101 | Accounting 1A | 2ACC102 | Accounting 1B |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A | 2BIS102 | Business Information Systems 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 4STT121 | Mathematics and Statistics for Commerce Students | 4STT122 | Elementary Statistics for Commerce Students |
| 2LAW101 | Commercial Law A | 2LAW102 | Commercial Law B |
| 2BMG201 | Marketing Management  | 2BMG202 | Financial Management  |
| 2HRM201 | Foundations and Challenges of HR Management | 2HRM202 | Labour Law Relations in SA |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2BMG301 | Business Management 3A | 2BMG302 | Business Management 3B |
| 2BMG311 | Strategic Marketing 3A | 2BMG312 | Strategic Management 3B |
| 2HRM301 | Theory and Practice of Human Resources | 2HRM302 | Training and Development Management |
| 2HRM311**or**2HRM321 | Compensation Management**or**Organisational Behaviour | 2HRM312  **or**2HRM322 | SA and International Trends in HRM **or**Organisational Development  |

### 8.5 BACHELOR OF PUBLIC ADMINISTRATION (2GDEG1)

### Purpose and rationale of the qualification

**Purpose:**

This three-year qualification has been significantly restructured to meet the transformation needs of the public sector and will be of value to inter-sectoral organisations, such as non-governmental and community based institutions. Of relevance is the combination of public administration, human resource and local government management to form the focus of the qualification. Modules focus on sound theoretical grounding and good governance practices that support transparency, accountability, efficient and effective service delivery outcomes.

**Rationale:**

The Public Administration domain has received constitutional status through SA’s Constitution of 1996. In an attempt to address the challenges and needs of the public sector, this qualification seeks to provide a comprehensive overview of Public Administration. This degree’s dual approach regarding majors ensures greater flexibility and specialisation, as required by the public sector. The successful completion of this degree will allow students to pursue careers in different public institutions within the South African context as well as the SADC region.

**Degree-specific structure**

This degree comprises four general streams:

(a) Public Administration (with an option of Local Government specialisation),

(b) Political Science, Economics, Business Management, and

(c) Human Resource Management.

A research component allows a student to obtain crucial skills in research methodology, field work and critical academic writing that will capacitate and empower him or her for Public Sector demands. This degree ensures relevance, outcomes based approaches and quality. On completion, graduates may proceed in a discipline specific Honours programme.

### BAdmin degree: General information

###

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Bachelor of Administration  |
| Majors: | Public Administration;Human Resources;Economics;Political Science;Business Management  |
| Abbreviation: | BAdmin |
| UNIZULU Code: | 2GDEG |
| SAQA ID | 19031 |
| NQF EXIT Level: | 7 |
| Minimum Duration of Studies: | 3 Years |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Total Credits to Graduate: | 408 |
| Articulation Options  | This qualification offers vertical articulation into cognate Honours Degrees and Postgraduate Diplomas at NQF Level 8. It also offers articulation horizontally into an Advanced Diploma at NQF Level 7.  |

### BAdmin: Public Administration and Political Science (2GDEPS)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2PAD101 | Introduction to Public Administration | 2PAD102 | Introduction to Public Management |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A |  |  |
| 1POL111 | Introduction to Political Science | 1POL112 | South African Politics |
| UZUL100 | UNIZULU 101 | UZUL100 | UNIZULU 101 |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2PAD201 | Basic Personnel Administration | 2PAD202 | Introduction to Public Finance Management |
| 2PLG201 | Municipal Structure and Administration | 2PLG202 | Municipal Finance and Management |
| 2LAD201 | Administrative Law for Public Administration | 2PCL202 | Constitutional Law B |
| 1POL211 | Introduction to International Relations | 1POL212 | Introduction to Political Sociology |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2PAD301 | Public Service Delivery: Policy and Theory | 2PAD302 | Issues in Public Service Delivery |
| 2PAD321 | Research Methodology | 2PAD322 | Research Paper |
| 2PLG311 | Municipal Governance | 2PLG312 | Municipal Finance |
| 1POL311 | Foreign Policy Analysis | 1POL312 | Geopolitics |

### BAdmin: Public Administration and Human Resources (2GDEHR)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2PAD101 | Introduction to Public Administration | 2PAD102 | Introduction to Public Management |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A |  |  |
| 1POL111 | Introduction to Political Science | 1POL112 | South African Politics |
| UZUL100 | UNIZULU 101 | UZUL100 | UNIZULU 101 |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2PAD201 | Basic Personnel Administration | 2PAD202 | Introduction to Public Finance Management |
| 2PLG201 | Municipal Structure and Administration | 2PLG202 | Municipal Finance and Management |
| 2LAD201 | Administrative Law for Public Administration | 2PCL202 | Constitutional Law B |
| 2HRM201 | Foundations and Challenges of HR Management | 2HRM202 | Labour Law Relations in SA |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2PAD301 | Public Service Delivery: Policy and Theory | 2PAD302 | Issues in Public Service Delivery |
| 2PAD321 | Research Methodology | 2PAD322 | Research Paper |
| 2PLG311 | Municipal Governance | 2PLG312 | Municipal Finance |
| 2HRM301 | Theory and Practice of Human Resources | 2HRM302 | Training and Development Management |

### BAdmin: Public Administration and Economics (2GEGEC)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2PAD101 | Introduction to Public Administration | 2PAD102 | Introduction to Public Management |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A |  |  |
| 1POL111 | Introduction to Political Science | 1POL112 | South African Politics |
| UZUL100 | UNIZULU 101 | UZUL100 | UNIZULU 101 |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2PAD201 | Basic Personnel Administration | 2PAD202 | Introduction to Public Finance Management |
| 2PLG201 | Municipal Structure and Administration | 2PLG202 | Municipal Finance and Management |
| 2LAD201 | Administrative Law for Public Administration | 2PCL202 | Constitutional Law B |
| 2ECN201 | Intermediate Microeconomics  | 2ECN202 | Intermediate Macroeconomics  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2PAD301 | Public Service Delivery: Policy and Theory | 2PAD302 | Issues in Public Service Delivery |
| 2PAD321 | Research Methodology | 2PAD322 | Research Paper |
| 2PLG311 | Municipal Governance | 2PLG312 | Municipal Finance |
| 2ECN301 | Public and Monetary Economics | 2ECN302 | Development Economics |

### BAdmin: Public Administration and Business Management (2GDEBM)

**Academic Structure:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2PAD101 | Introduction to Public Administration | 2PAD102 | Introduction to Public Management |
| 2ECN101 | Principles of Microeconomics | 2ECN102 | Principles of Macroeconomics |
| 2BMG101 | Business Management 1A | 2BMG102 | Business Management 1B |
| 2BIS101 | Business Information Systems 1A |  |  |
| 1POL111 | Introduction to Political Science | 1POL112 | South African Politics |
| UZUL100 | UNIZULU 101 | UZUL100 | UNIZULU 101 |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2PAD201 | Basic Personnel Administration | 2PAD202 | Introduction to Public Finance Management |
| 2PLG201 | Municipal Structure and Administration | 2PLG202 | Municipal Finance and Management |
| 2LAD201 | Administrative Law for Public Administration | 2PCL202 | Constitutional Law B |
| 2BMG201 | Marketing Management  | 2BMG202 | Financial Management  |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2PAD301 | Public Service Delivery: Policy and Theory | 2PAD302 | Issues in Public Service Delivery |
| 2PAD321 | Research Methodology | 2PAD322 | Research Paper |
| 2PLG311 | Municipal Governance | 2PLG312 | Municipal Finance |
| 2BMG301 | Business Management 3A | 2BMG302 | Business Management 3B |

### ****8.6 BACHELOR OF LAWS (2LDEG1)****

### Purpose and Rationale of the Qualification

**Purpose**

The purpose of the UNIZULU LLB is to ensure that the minimum required outcomes of an LLB and their assessment have been effectively achieved. The qualification meets the minimum requirement for 480 credits, is on a career-focused track, and provides a framework to ensure that students may achieve both the required, compulsory minimum outcomes, as well as have a selection of electives to satisfy their specific interest areas. The choice to do more than one elective per semester can result in the student earning up to 504 credits at the end of his or her studies.

The contribution of the LLB programme to the legal discipline cannot be overemphasised. It is a prerequisite for entry into the legal practice, academia and a variety of other professions that require legal training. The programme has a mixture of practical, procedural skills and a body of knowledge that a graduate would need to demonstrate that there is mastery of Law in order to practice.

**Rationale**

The programme has been designed in line with national norms and standards. This degree is the minimum qualification for any career in law, be it public prosecutor, magistrate, judge, law advisor, attorney or advocate. To become an attorney, a person must, after completion of the degree, attend the School for Legal Practice and/or serve articles of clerkship in an attorney’s office, and pass the profession’s prescribed practical examinations. In order to formally practise as an advocate, a person must join one of the Bar Associations. A person holding the LLB degree must firstly apply to be admitted as an advocate by the High Court of South Africa, and thereafter complete a term of pupillage and pass the Bar Council’s practical examination.

 **Exit-level outcomes:**

The aims of the LLB are to produce graduates:

1. with a systematic and coherent body of understanding and an in-depth knowledge of the relevant legal concepts and principles;
2. with a high level of cognitive and problem-solving skills, and the ability to apply principles in practice principles;
3. able to communicate both in speaking and in writing;
4. numerate and computer literate;
5. able to apply basic research methods to the practice of law;
6. with the desire for lifelong personal intellectual growth;
7. able to take initiative and responsibility;
8. the ethical standards required to participate in the promotion of the administration of justice and the development of legal institutions in South Africa; and
9. empowered to accept their responsibility towards the realisation of a just society based on a constitutional democracy and the rule of law within an international legal order.

### LLB degree: General information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Law |
| Majors: | Legal Profession |
| Abbreviation: | LLB  |
| UNIZULU Code: | 2LDEG1 |
| SAQA ID | 19170 |
| NQF EXIT Level: | 8 |
| Minimum Duration of Studies: | 4 Years |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Total Credits to Graduate: | 480 |
| Articulation Options  | This qualification offers vertical articulation into cognate Master Degrees. |

**Academic structure:** **Bachelor of Laws**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2LPL101 | Law of Persons | 1PHP112 | Applied Philosophical Reasoning  |
| 2LRI101 | Introduction to Law A | 2LRI102 | Introduction to Law B |
| 2LCL101 | Legal Skills A | 2LCL102 | Legal Skills B |
| 1COR111 | Introduction to Criminology and Research | 2LRD102 | Indigenous Law |
| 1ENG121 | Practical English 1A | 1ENG122 | Practical English 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2LPL201 | Law of Succession | 2LPP202 | Law of Property |
| 2LCC201 | Criminal Law A | 2LCC202 | Criminal Law B |
| 2LPI201 | Juridical Interpretation | 2LCL202 | Legal Skills D |
| 2LRC201 | Constitutional Law A | 2LRC202 | Constitutional Law B (Fundamental Rights) |
| 2BMG101**or**2ECN101 | Business Management 1**or**Principles of Microeconomics | 2LPF202 | Family Law |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2LPB301 | Business Entities Law | 2LPI302 | Insolvency and Winding Up |
| 2LCP301 | Criminal Procedure A | 2LCP302 | Criminal Procedure B |
| 2LCI301 | Civil Procedure A | 2LCI302 | Civil Procedure B |
| 2LPC301 | Law of Contract A | 2LPC302 | Law of Contract B |
| 2LPD301 | Law of Delict A | 2LRA302 | Administrative Law |
| **YEAR 4** |
| **First Semester** | **Second Semester** |
| 2LRR401 | Legal Research Methods A | 2PIP402 | Intellectual Property Law |
| 2LCE401 | Law of Evidence A | 2LCE402 | Law of Evidence B |
| 2LPL401 | Labour law A | 2LPL402 | Labour Law B |
| 2LCL401 | Legal Practice A | 2LCL402 | Legal Practice B |
| **Electives****Choose one of the modules below** | **Electives****Choose one of the modules below** |
| 2LPP401 | Public International Law | 2LPG402 | Local Government Law |
| 2LPF401 | Fundamental Rights | 2LPF402 | Forensic Medicine |
| 2LPA401 | Advanced Mercantile Law | 2LPE402 | Environmental Law |
| 2LPT401 | Tax Law | 2LPT402 | International Trade Law |
| 2LPN401 | Negotiable Instruments | 2LPC402 | Competition Law |
| 2LMA401 | Maritime Law | 2LCB402 | Cyber Law  |

### POSTGRADUATE QUALIFICATIONS

All qualifications in FCAL are accredited by the Council on Higher Education (CHE) and are registered with the South African Qualifications Authority (SAQA).

### General Admission Requirements

Prospective postgraduate students are advised to consult the University’s Manual for Postgraduate Studies carefully. On completing a baccalaureus degree students are not automatically admitted to the postgraduate programmes of the Faculty. Admission and registration for postgraduate programmes take place in accordance with the General Rules and meeting the specific entrance requirements of the different qualifications. The entrance requirements of the different qualifications may also differ. Entry into postgraduate studies will be subject to satisfactory performance at undergraduate level and the recommendation of the relevant department head and subsequent ratification by the Faculty Board of Commerce, Administration and Law.

**Submissions and Deadlines**

Students must make sure of the official deadlines for submitting examination documents, i.e. research projects, dissertations and theses. These dates are determined annually. A student who submits his examination documents after the prescribed deadline will most probably not receive his degree at the next graduate ceremony and he/she will have to wait for the next graduation ceremony. The implication of this negligence will be that the student will have to register and pay class fees for another year.

### HONOURS QUALIFICATIONS

### Bachelor of Commerce Honours: Business Management (CHON03)

**This qualification is currently in a revision process and will not be offered in 2020**

The purpose of the B. Com Honours in Business Management is to equip students with the necessary skills, knowledge and training so that they can develop these skills into competencies within the business and/or public domain, which will ultimately fulfil the requirements of the National Development Plan in terms of skills development. A graduate ought to be able to make decisions by assessing relevant information in a manner that provides an optimal solution within a changing business environment.

On completion of this programme, students will be able to:

* Analyse and apply management principles and theories.
* Solve financial management problems
* Examine how the Human Resources procedures and policies are applied to enhance the human capital needs of the organisation.
* Apply relevant employment legislation and industrial relations processes to various work contexts.
* Develop a business plan and the present this plan to financial institutions for financial planning purposes.
* Implement a research design to solve a financial problem
* Interpret and communicate business research findings
* Develop a strategic marketing blueprint for an organisation by designing marketing strategies for specific marketing objectives.

**Exit-level outcomes:**

A qualified student will be able to:

1. Analyse and apply management principles and theories.

2.Solve financial management problems

3. Apply HR procedures and policies to enhance the human capital needs of the organisation.

4. Apply relevant employment legislation and industrial relations processes to various work contexts.

5. Develop a business plan and present this plan to financial institutions for financial planning purposes.

6. Implement a research design to solve a business problem

7.Intrepet and communicate business research findings

**BCom Honours (Business Management): General Information**

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Bachelor of Commerce Honours |
| Majors: | Business Management; Marketing; Supply-change management |
| Full name of qualification: | Bachelor of Commerce Honours in Business Management |
| UNIZULU Code: | CHON03 |
| SAQA ID |  |
| NQF EXIT Level: | 8 |
| Minimum Duration of Studies: | I Year |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Admissions Requirement | A potential student must be in possession of a Bachelor’s degree or an Advanced Diploma in Business Management, with a sub-minimum average of 60% for Business Management on NQF level 7, to be admitted into the Honours programme. Admission requirements may be revised and altered by the Department of Business Management to account for any University/national higher education requirements or amendments. |
| Total Credits to Graduate: | 120 |
| Articulation Options  | This qualification offers vertical articulation into cognate Master degrees. |

**Academic Structure: BCom Honours (Business Management)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Credits** | **NQF Level** |
| **First Semester** |
|  | Financial Management  | 15 | 8 |
|  | Entrepreneurship and Small Business Management  | 15 | 8 |
|  | Human Resource Management  | 15 | 8 |
|  | Industrial Relations  | 15 | 8 |
|  | Research Paper | 10 | 8 |
| **Second Semester** |
|  | Strategic Marketing  | 15 | 8 |
|  | Strategic Management | 15 | 8 |
|  | Research Paper | 20 | 8 |
| **Total credits for this level:** | **120** |  |

### Bachelor of Commerce Honours in Economics (2HON05)

### Purpose and Rationale of the Qualification

The purpose of this programme is to develop the applied competency of the student in the acquisition, analysis, interpretation and application of economic theories, principles and methods. Students will develop specialised knowledge of Economics, through the study of various development-orientated and development-related streams of Economics, with a focus on the South African economy and within the global context. It will also prepare them for further study in Economics as a science.

The programme has been designed to equip students with the competencies and skills needed to be employed in a variety of fields of economics, and in different sectors of the economy such as private sector, public sector and financial sector. The purpose of this qualification is to provide students with the necessary knowledge to undertake highly-skilled professional work in the disciplines of economics and econometrics. The qualification is comprised of a broad-based curriculum to prepare the postgraduate student for a wide range of economics-related specialities. Mastering of the curriculum will provide students with the skills to synthesize complex economic and econometric problems through analysis and modelling. The successful student will gain an overall economic perspective which will provide them with a competitive advantage for employment. In addition, the student will be prepared for further studies in the field by developing research and reporting skills through the completion of a supervised research project in the field of economics.

**Exit-level outcomes**

A qualified student will be able to:

1. demonstrate a sound and advanced understanding of key micro- and macroeconomic principles, international trade and finance, monetary economics and financial economics and successfully apply various econometric techniques and models to solve economic problems using both South African, SADC and BRICS data;
2. understand advanced economic theories relevant to economic and local economic development;
3. critically evaluate the need for prudential macroeconomic policies and effective regulatory frameworks in developing economies;
4. construct multiple options of applying and integrating economic knowledge to solve theoretical, applied or real life economic problems;
5. critically analyses firm behaviour, incentives and strategies and the impact of this on the economy;
6. apply quantitative techniques, econometric tools, tests and economic evidence to evaluate economic issues, based on sound theoretical frameworks and challenge decisions through robust economic reasoning;
7. exhibit an ability to reflect with self and others, critical of own and other people’s thoughts and actions, and capable of self-organisation and working in groups in the face of continual challenge from the economic environment; and
8. demonstrate consciousness of, and engagement with, own learning and learning strategies, and awareness of the nature of knowledge and how new knowledge can be acquired in the economics environment.

### BCom Honours in Economics: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Bachelor of Commerce Honours |
| Majors: | Microeconomics, Macroeconomics, Econometrics |
| Full name of qualification: | Bachelor of Commerce Honours in Economics |
| UNIZULU Code: | 2HON05 |
| SAQA ID | 19157 |
| NQF EXIT Level: | 8 |
| Minimum Duration of Studies: | I Year |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Admissions Requirement | A potential student must be in possession of a Bachelor’s degree or an Advanced Diploma in Economics, with a sub-minimum average of 65% for Economics on NQF level 7 and a sub-minimum average of 65% for Econometrics on NQF level 7, to be admitted into the Honours programme. Admission requirements may be revised and altered by the Department of Economics to account for any University/national higher education requirements or amendments. |
| Total Credits to Graduate: | 120 |
| Articulation Options  | This qualification offers vertical articulation into cognate Master degrees. |

Academic Structure: BCom Honours in Economics

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Credits** | **NQF Level** |
| **First Semester** |  |  |  |
| 2BHE001 | Selected topics in Macroeconomics | 15 | 8 |
| 2BHE003 | Research project A | 10 | 8 |
| 2BHE004 | Mathematical Economics | 15 | 8 |
| 2BHE005 | Fundamentals of Econometrics | 15 | 8 |
| **Second Semester** |
| 2BHE002 | Selected topics in Microeconomics | 15 | 8 |
| 2BHE010 | Research project B | 20 | 8 |
| **Electives** **(Choose any two of modules)** |
| 2BHE006 | International Trade and Finance  | 15 | 8 |
| 2BHE007 | Applied Econometrics | 15 | 8 |
| 2BHE008 | Selected topics in Money and Finance  | 15 | 8 |
| 2BHE009 | Selected topics in Economic Development and Local Economic Development | 15 | 8 |
| **Total credits for this level:** | **120** |  |

### Bachelor of Public Administration Honours (2HON04)

### Purpose and Rationale of the Qualification

The purpose of this qualification is to identify public administration and development management challenges and contribute towards solving identified challenges. Promote ethical and professional standards in the public sector. Display objectivity in the management of public affairs. Understand the political, social and economics environments in which public administration and management are practised. Demonstrate understanding of the world as a set of related systems by recognition that public management related problem-solving contexts do not exist in isolation. Implement government policies into practical realities.

**Exit-level outcomes**

A qualified student will be able to:

1. Promote ethical and professional standards in the working environment.
2. Understand the political, social and economics environments in which public administration and management are practiced.
3. Demonstrate understanding of the world as a set of related systems by recognition that public management related problem-solving contexts do not exist in isolation
4. Create a culture of a learning organisation within a public sector through undertaking research and be able to collect, analyse and interpret data using different methods.
5. exhibit an ability to reflect with self and others, critical of own and other people’s thoughts and actions, and capable of self-organisation and working in groups in the face of continual challenge from Public Administration environment; and
6. Demonstrate consciousness of, and engagement with, own learning and learning strategies, and awareness of the nature of knowledge and how new knowledge can be acquired in Public Administration environment.

### Bachelor of Public Administration Honours: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Bachelor of Public Administration Honours  |
| Majors: | Public Administration, Financial Administration |
| Full name of qualification: | Bachelor of Honours in Public Administration  |
| UNIZULU Code: | 2HON04 |
| SAQA ID | 96599 |
| NQF EXIT Level: | 8 |
| Minimum Duration of Studies: | I Year |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Admissions Requirement | A potential student must be in possession of a Bachelor’s degree or an Advanced Diploma in Public Administration, with a sub-minimum average of 60% for Public Administration on NQF level 7 to be admitted into the Honours programme. Admission requirements may be revised and altered by the Department of Public Administration to account for any University/national higher education requirements or amendments. |
| Total Credits to Graduate: | 120 |
| Articulation Options  | This qualification offers vertical articulation into cognate Master degrees. |

Academic Structure: Bachelor of Public Administration Honours

|  |  |  |  |
| --- | --- | --- | --- |
| **Subject Code** | **Subject Name** | **Credits** | **NQF Level** |
| 2CPA591 | Advanced Research Methodology | 20 | 8 |
| 2CPA592 | Advanced Financial Administration | 20 | 8 |
| 2CPA593 | Advanced Public Personnel Administration | 20 | 8 |
| 2CPA594 | Theories of Administration | 20 | 8 |
| 2CPA595 | Research Paper | 40 | 8 |
| **Total credits for this level:** | **120** |  |

### 9.2 MASTER’S QUALIFICATIONS BY RESEARCH

“The primary purpose of a Master’s Degree is to educate and train researchers who can contribute to the development of knowledge at an advanced level, or prepare graduates for advanced and specialised professional development. Master’s graduates must be able to deal with complex issues both systematically and creatively, make sound judgements using data and information at their disposal and communicate their conclusions clearly to specialist and non-specialist audiences, demonstrate self-direction and originality in tackling and solving problems, act autonomously in planning and implementing tasks at a professional or equivalent level, and continue to advance their knowledge, understanding and skills.” (HEQF qualification descriptors, Government Gazette 5 October 2007).

Student applications for admission into Masters’ degree qualifications are forwarded to the programme coordinator per Department. The Head of the Department and the programme coordinator then acts as a selection committee to undertake the final selection. The Departments evaluate each application individually (on the basis of prior academic record, work record and prior learning and on merit to select for admission those applicants with the aptitude, scholarship and analytical skills necessary to successfully complete an advanced degree. Candidates, who meet the requirements set by the department, are invited for an interview with the selection panel. The task of the panel is to assess the potential of the candidate to successfully complete his/her studies within the required time frame and of the quality required by the Faculty. The following guidelines serve as a basis for the selection of students: the ability to write coherently; the ability to interpret research findings; a working knowledge of their proposed field of study; they should be acquainted with the current issues, the most respected journals and the most respected authors and computer literacy and access to the internet.

The teaching philosophy for post-graduate studies is based on the following assumptions:

* That the students are adults and that the principles underpinning adult learning inform the teaching approach to be used. This includes self-directed learning, self-paced learning and critical reflective learning.
* The students are independent students and should develop the ability to synthesise, analyse and interpret a variety of facts and be able to formulate a critical stance.
* That students are guided and supported to develop the ability to understand the variety of academic discourses and the ability to develop sound academic writing skills that are of a standard that corresponds with work of a postgraduate standard.

### Master of Commerce: Business Management (CMAS03)

#### Teach out date (last enrolment): 31 December 2019

####  Students enrolled in 2019 take note of the final submission date of 2021.

**This qualification will not have any new intake for 2020.**

### Master of Commerce: Business Management: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Master of Commerce  |
| Full name of qualification: | Master of Commerce in Business Management |
| UNIZULU Code: | CMAS3 |
| SAQA ID | 19314 |
| NQF EXIT Level: | 9 |
| Minimum Duration of Studies: | I Year |
| Presentation Mode of Modules: | Research Programme |
| Intake for the Qualiﬁcation: | January – April |
| Registration Cycle for the Modules: | After selection and Higher degree Committee approval |
| Admissions Requirement | A potential student must be in possession of a Bachelor of Commerce Honours in Business Management, with a sub-minimum average of 60% for Business Management on NQF level 8, to be admitted into the Master’s programme. Admission requirements may be revised and altered by the Department of Business Management to account for any University/national higher education requirements or amendments. |
| Total Credits to Graduate: | 180 |
| Articulation Options  | This qualification offers vertical articulation into cognate Doctoral degrees. |

### Master of Commerce: Economics (2MAS05)

### Purpose and Rationale of the Qualification

The primary purpose of this qualification is to provide qualifying students with applied competence, on an advanced level, in the mastering, analysis, interpretation and understanding of economic principles and methods. Students should be able to undertake independent and scientific research. Students should also be able to communicate research results and findings in written form.

This qualification prepares students to reflect on their own economic applications to assess the effect thereof in the holistic context of Economics as a social science within their everyday lives.

**Exit-level outcomes:**

The exit level outcomes of the students include the following:

1. Demonstrate their competence in applying the advanced theoretical principles of problem identification and solving in the field of economic, business and financial management correctly and reflect on the application made. (Problem solving skills).
2. Plan and undertake advanced research in the field of economics, including the gathering, analysing, synthesising and interpretation of information on economic related issues correctly by utilising the relevant theoretical research principles and reflect on the research undertaken (Research skills).
3. Communicate effectively orally and in writing on an advanced level with the different role players in the field of economics, by applying the theoretical principles of communication and reflect on the application made (Communication skills).
4. Accountably develop an advanced theoretical and practical macro-vision, taking into account socio-political and multi-cultural factors of economics, internationally, nationally, provincially or regionally and locally (Develop a macro-vision).
5. Accept the responsibility for their own activities in the field of economics, business and financial management. (Entrepreneurship, self-responsibility skills).
6. Practise acceptable social sensitivity in the relationship with others and work effectively in a team by implementing advanced relevant theory and reflect on the implementation thereof. (Team-work).
7. Utilise appropriate management technology (e.g. computer and e-mail) effectively in the economic environment (Technological and environmental literacy).
8. Promote responsible citizenship through their approach towards the holistic application of advanced management capabilities within the field of economics, both on the local and national level (Promoting citizenship).
9. Practise acceptable social, cultural and aesthetic sensitivity towards the different role players in the economic industry by applying the appropriate theoretical principles and reflect on the application made (Cultural and aesthetic sensitivity).
10. Acquire acceptable employment seeking skills, for entry into the different sectors of the economic industry utilising the theoretical principles and reflect on the application thereof (Employment seeking skills).

### Master of Commerce: Economics General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Master of Commerce  |
| Full name of qualification: | Master of Commerce in Economics |
| UNIZULU Code: | 2MAS05 |
| SAQA ID | 19316 |
| NQF EXIT Level: | 9 |
| Minimum Duration of Studies: | I Year |
| Presentation Mode of Modules: | Research Programme |
| Intake for the Qualiﬁcation: | January – April |
| Registration Cycle for the Qualifications: | After selection and Higher degree Committee approval |
| Admissions Requirement | A potential student must be in possession of a Bachelor of Commerce Honours in Economics, with a sub-minimum average of 60% for Economics on NQF level 8 and a sub-minimum average of 65% for Econometrics on NQF level 8, to be admitted into the Master’s programme. Admission requirements may be revised and altered by the Department of Economics to account for any University/national higher education requirements or amendments. |
| Total Credits to Graduate: | 180 |
| Articulation Options  | This qualification offers vertical articulation into cognate Doctoral degrees. |

### Master of Public Administration (2MAS04)

Following the BAdmin Honours Degree a candidate may pursue a Master’s of Public Administration degree by following a research programme. The minimum period of study is one year full-time, and two years part-time. A dissertation must be submitted.

### Purpose and Rationale of the Qualification

The primary purpose of this qualification is to provide students with applied and solid competences they need to work effectively in public service, regardless of the area they choose. Completing this program is an important step for public leaders to gain knowledge and hone skills to implement policies, projects, and programs within government and non-profit organizations. Students should be able to undertake independent and scientific research. Students should also be able to communicate research results and findings in written form.

**Exit-level outcomes**

The exit level outcomes of the students include the following:

* Demonstrate their competence in applying the advanced theoretical principles of problem identification and solving in the field of Public Administration correctly and reflect on the application made. (Problem solving skills).
* Plan and undertake advanced research in the field of Public Administration, including the gathering, analysing, synthesising and interpretation of information on Public Administration related issues correctly by utilising the relevant theoretical research and reflect on the research undertaken (Research skills).
* Develop and manage knowledge management systems for the public sector (knowledge creation).
* Manage the implementation of strategies, policies and plan in a public sector.
* Promote strategic leadership within the public sector
* Develop service delivery protocols and agreement to support service delivery objectives.

### Master of Public Administration: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Master of Public Administration |
| Full name of qualification: | Master of Public Administration  |
| UNIZULU Code: | 2MAS04 |
| SAQA ID | 96604 |
| NQF EXIT Level: | 9 |
| Minimum Duration of Studies: | I Year |
| Presentation Mode of Modules: | Research Programme |
| Intake for the Qualiﬁcation: | January - April |
| Registration Cycle for the Modules: | After selection and Higher degree Committee approval |
| Admissions Requirement | A potential student must be in possession of a Bachelor of Public Administration Honours with a sub-minimum average of 60% on NQF level 8 to be admitted into the Master’s programme. Admission requirements may be revised and altered by the Department of Public Administration to account for any University/national higher education requirements or amendments. |
| Total Credits to Graduate: | 180 |
| Articulation Options  | This qualification offers vertical articulation into cognate Doctoral degrees. |

### Master of Laws (2LLM06)

Following the LLB degree a candidate may pursue a Magister Legum (LLM) degree by following a research programme. Specific rules relating to the Degree of Magister Legum are:

1. Research on an approved field of study must be undertaken under the guidance of a supervisor, and a dissertation (or thesis of limited scopes) submitted.
2. A student may be required to undergo an examination, written or oral, in the field of study of his or her dissertation.
3. Material previously included in a LLB dissertation may, with the approval of Faculty, be included in a LLM dissertation.

### Purpose and Rationale of the Qualification

The primary purpose of this qualification is to provide qualifying students with applied competence, on an advanced level, in the mastering, analysis, interpretation and understanding of legal principles and research methods. Students should be able to undertake independent and legal research. Students should also be able to communicate research results and findings in written form. This qualification prepares students to reflect on their own applications of the law to assess the effect thereof in the holistic context of the field of law as a social science within their everyday lives.

**Exit-level outcomes**

The exit level outcomes of the students include the following:

(a) Demonstrate their competence in applying the advanced theoretical principles of problem identification and solving in the field of law correctly and reflect on the application made. (Problem solving skills).

(b) Plan and undertake advanced research in the field of law, including the gathering, analysing, synthesising and interpretation of information on legal issues correctly by utilising the relevant theoretical research principles and reflect on the research undertaken (Research skills).

(c) Communicate effectively orally and in writing on an advanced level with the different role players in the field of law, by applying the theoretical principles of communication and reflect on the application made (Communication skills).

(d) Accountably develop an advanced theoretical and practical macro-vision, taking into account socio-political and multi-cultural factors of the law, internationally, nationally, provincially or regionally and locally

(e) Accept the responsibility for their own activities in the field of law. (Entrepreneurship, self-responsibility skills).

(f) Practise acceptable social sensitivity in the relationship with others and work effectively in a team by implementing advanced relevant theory and reflect on the implementation thereof. (Team-work).

(g) Utilise appropriate management technology (e.g. computer and e-mail) effectively in the field of law (Technological and environmental literacy).

(h) Promote responsible citizenship through their approach towards the holistic application of advanced management capabilities within the field of law both on the local and national level (Promoting citizenship).

(i) Practise acceptable social, cultural and aesthetic sensitivity towards the different role players in the legal profession by applying the appropriate theoretical principles and reflect on the application made (Cultural and aesthetic sensitivity).

### Master of Laws: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Master of Laws |
| Abbreviation: | LLM  |
| UNIZULU Code: | 2LLM06 |
| SAQA ID | 22415 |
| NQF EXIT Level: | 9 |
| Minimum Duration of Studies: | 1 Year |
| Presentation Mode of Modules: | Research Programme |
| Intake for the Qualiﬁcation: | January - April |
| Registration Cycle for the Modules: | After selection and Higher degree Committee approval |
| Admissions Requirement | A potential student must be in possession of a Bachelor of Laws with a subminimum of 60% to be admitted into the Masters programme. Admission requirements may be revised and altered by the Department of Law to account for any University/national higher education requirements or amendments. |
| Total Credits to Graduate: | 180 |
| Articulation Options  | This qualification offers vertical articulation into cognate Doctoral Degrees. |

### 9.3 DOCTORAL QUALIFICATIONS

The degree of Doctor follows a Master’s degree in the field of Economics, Business Management, Public Administration and Law. A potential student should possess a applicable Master’s degree on NQF level 9. Students accessing this qualification should demonstrate their ability to originate, plan, complete and report on original scientific work independently. Students should show insight into subject discipline and the field of research. Students should be able to apply research methodology and communicate in written or oral forms on the research process, results and findings. Students should be able to reflect on research finding and applications.

The Doctoral qualification is of at least two years’ duration, the candidate works under an approved supervisor and the thesis is based on original research. The Departments must specifically approve of the field of study, the research topic, methodology and problem statement before the candidate may register. Students have to submit and defend their proposal for the thesis to a postgraduate committee. The student and the supervisor meet regularly to schedule a work programme and to set deadlines.

### Purpose and Rationale of the Qualification

A relevant, problem-based, unique, original and executable topic on a highly advanced academic level within the discipline should be researched independently and reported on scientifically in the form of a thesis. The thesis would constitute a contribution to knowledge of and insight into the subject discipline as well as the field of research.

### Doctor of Commerce: Business Management (CPHD03)

Teach out date (last enrolment): 31 December 2019

**No new intake for 2020**

### Doctor of Commerce (Business Management) General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Doctor of Commerce  |
| Full name of qualification: | Doctor of Commerce in Business Management |
| UNIZULU Code: | 2PHD03 |
| SAQA ID | 19472 |
| NQF EXIT Level: | 10 |
| Minimum Duration of Studies: | 2 Years |
| Presentation Mode of Modules: | Research Programme |
| Intake for the Qualiﬁcation: | January - April |
| Registration Cycle for the Qualifications: | After selection and Higher degree Committee approval |
| Admissions Requirement | A potential student must be in possession of Master of Commerce in Business management (NQF level 9) with a 65% average OR any appropriate degree with Business Management on NQF level 9 or Master of Business Administration (MBA). An interview and the identification of a supervisor is required before registration can be done.A research proposal must be prepared, presented and approved by the FREC before registration. Admission requirements may be revised and altered by the Department of Business Management to account for any University/national higher education requirements or amendments. |
| Total Credits to Graduate: | 360 |
| Articulation Options  | This qualification offers horizontal articulation into cognate Doctoral degrees. |

### Doctor of Commerce in Economics (2PHD05)

### Doctor of Commerce (Economics): General information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Doctor of Commerce  |
| Full name of qualification: | Doctor of Commerce in Economics |
| UNIZULU Code: | 2PHD05 |
| SAQA ID | 19473 |
| NQF EXIT Level: | 10 |
| Minimum Duration of Studies: | 2 Years |
| Presentation Mode of Modules: | Research Programme |
| Intake for the Qualiﬁcation: | January - April |
| Registration Cycle for the Qualifications: | After selection and Higher degree Committee approval |
| Admissions Requirement | A potential student must be in possession of Master of Commerce in Economics (NQF level 9) with a 65% average OR any appropriate degree with Economics on NQF level 9. An interview and the identification of a supervisor is required before registration can be done.A research proposal must be prepared, presented and approved by the FREC before registration. Admission requirements may be revised and altered by the Department of Economics to account for any University/national higher education requirements or amendments. |
| Total Credits to Graduate: | 360 |
| Articulation Options  | This qualification offers horizontal articulation into cognate Doctoral degrees. |

### Doctor of Public Administration (2PHD04)

### Doctor of Administration: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Doctor of Administration |
| Full name of qualification: | Doctor of Public Administration |
| UNIZULU Code: | 2PHD04 |
| SAQA ID | 96629 |
| NQF EXIT Level: | 10 |
| Minimum Duration of Studies: | 2 Years |
| Presentation Mode of Modules: | Research Programme |
| Intake for the Qualiﬁcation: | January - April |
| Registration Cycle for the Qualifications: | After selection and Higher degree Committee approval |
| Admissions Requirement | A potential student must be in possession of Master of Public Administration (NQF level 9) with a 65% average OR any appropriate degree with Public Administration on NQF level 9. An interview and the identification of a supervisor is required before registration can be done.A research proposal must be prepared, presented and approved by the FREC before registration. Admission requirements may be revised and altered by the Department of Public Administration to account for any University/national higher education requirements or amendments. |
| Total Credits to Graduate: | 360 |
| Articulation Options  | This qualification offers horizontal articulation into cognate Doctoral degrees. |

The programme is offered at HEQSF 10-level. At this level, the following competency levels and graduate attributes are expected to be covered in the Doctor of Administration (Public Administration).

**Proficiency level:**

A qualifying student should be able to:

• Formulate research problem clearly and analyse them thoroughly;

• Apply specialist knowledge, theory, methods and procedures in critically reflexive, creative and original ways to address the complex public Administration problems;

• Make independent judgements in an iterative process of analysis and synthesis, for the development of significant original insights into new, complex and abstract ideas, or issues in the field of public administration;

• Produce substantial, independent, in-depth and publishable work which meets international standards, and makes a significant contribution to the field of public administration;

• Evaluate problems and provide insightful solutions; and

• Disseminate research, recommend and defend policy initiatives and their implementation to enhance growth and poverty alleviation in local economies, national level and in Africa.

**Knowledge level:**

A qualifying student should be able to:

• Demonstrate the ability to contribute to scholarly debates around theories of knowledge and processes of public administration, contribute knowledge to the academic world which does not yet exist;

• Demonstrate intellectual independence, research leadership and management of research and research development in Public Administration.

**Pervasive skills:**

A qualifying student should be able to:

• Have a critical thought process;

• Identify, address and manage ethical issues, including monitoring and evaluation of the consequences of decisions or recommendations;

• Operate independently and take full responsibility for his or her work and be held ultimately accountable for the overall governance of processes and systems researched;

• Demonstrate leadership and initiative; and

• Add value in an innovative manner.

### Doctor of Laws (Doctor Legum) (2LLD06)

Specific rules relating to the Degree of Doctor Legum are:

* 1. The General Rules notwithstanding, the degree may also be awarded on the basis of meritorious publications.
	2. A student shall be required to undergo an oral examination in the field of study of his or her thesis.
	3. Material previously included in an LLB or LLM dissertation may, with the approval of Senate, be included in an LLD thesis.

### Doctor of Laws: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Degree: | Doctor of Laws |
| Abbreviation: | LLD |
| UNIZULU Code: | 2LLD06 |
| SAQA ID | 22414 |
| NQF EXIT Level: | 10 |
| Minimum Duration of Studies: | 2 Years |
| Presentation Mode of Modules: | Research Programme |
| Intake for the Qualiﬁcation: | January - April |
| Registration Cycle for the Modules: | After selection and Higher degree Committee approval |
| Admissions Requirement | A potential student must be in possession of Master of Laws (NQF level 9) with a 65% average OR any appropriate degree with Law on NQF level 9. An interview and the identification of a supervisor is required before registration can be done.A research proposal must be prepared, presented and approved by the FREC before registration. Admission requirements may be revised and altered by the Department of Law to account for any University/national higher education requirements or amendments. |
| Total Credits to Graduate: | 360 |
| Articulation Options  | This qualification offers horizontal articulation into cognate Doctoral degrees. |

### ALPHABETIC MODULE DESCRIPTIONS FOR DEGREES

### BCom Extended Degree Modules

|  |  |  |
| --- | --- | --- |
| **MODULE CODE** | **MODULE NAME** | **MODULE DESCRIPTION** |
| **2ACX119** | Accounting 1A  | The main objective of this module is to introduce accounting concepts and principles as this is a foundation of business language. The conceptual framework and presentation of financial statements are introduced. The whole accounting process of recording transactions from journal, general ledger, trial balance to preparing annual financial statements is covered in this module. |
| **2ACX129** | Accounting 1B | The specific accounting standards for some sections are introduced. The preparation of annual financial statements for various forms of business entities including companies, partnerships and close corporations is covered in this module. The analysis of annual financial statements is also covered.  |
| **UZUL100** | UNIZULU 101 | The purpose of the module is to unlock the potential of students to meaningfully access the university curriculum in a way that transcends the constraints of knowledge boundaries; generating new forms of thinking and acting. UNIZULU 101 is constructed in ways that build resonance between students’ real-life experiences and histories. It is an investment to be returned by the collaborative and innovative growth of socially engaged students in a socially engaged and relevant university. |
| **2FBX001** |  Business Management Foundation 1A | This module introduces students to business management principles, the business world and the interaction and role of business in society. The students will learn Business Management 3B which has the idea in mind to inspire students to unleash their entrepreneurial potential: establishing a new business and designing a business plan. Other topics include micro and macro business environments, corporate social responsibility and the management processes of planning, organising, leading and control. |
| **2FBX002** | Business Management Foundation 1B | This module is a continuation of 2FBX. In this module students learn the different aspects of business management functions. The topics include financial management whereby students learn sources and applications of finance, liquidity, solvency and profitability. The students also learn marketing management, operations management, human resources management, and purchasing and logistics management. |
| **2FBCX01** | Business Calculations 1A | The module equips students with the skills to perform basic mathematical, financial and statistical calculations in the accounting and business environment. This module has been developed to provide learners with the skills necessary to perform, quickly and accurately, common calculations they may encounter in their personal and business lives. Topics covered include the performance of basic number operations, working with fractions, decimals, percentages, ratios and proportions, equations and algebra.  |
| **2FBCX02** | Business Calculations 1B | Business Calculations 1B equips students with the skills to perform basic mathematical, financial and statistical calculations in the accounting, economics and business environment. This module has been developed specifically to provide learners with a firm and solid foundation in financial mathematics and statistics, so that they will have a strategic advantage in more advanced modules in finance and statistics. |
| **2FAX001** | Foundation Economics 1A | This module introduces students to the basic concepts used in economics such as the issue of scarcity, choice and opportunity cost. The essential workings of a market economy in terms of demand, supply and equilibrium are explained and illustrated. The various market forms such as perfect competition, monopoly, imperfect competition are also examined. An illustration of theory and real-world examples are also given. |
| **2FAX002** | Foundation Economics 1B | This module provides the essential concepts in economics within the macroeconomic framework. The simple model of the workings of the economy is given in terms of the circular flow of income and the role played by the main participants such as consumers, investors and government. The role of money and banking in an economy is also examined. Main macroeconomic issues such as economic growth, unemployment, inflation and income inequality are highlighted with brief policies suggested to influence these variables. A brief introduction to the open economy in terms of balance of payments and exchange rates is also given.  |

### Department of Accounting and Auditing

|  |  |  |
| --- | --- | --- |
| **MODULE CODE** | **MODULE NAME** | **MODULE DESCRIPTION** |
| **1ABE201** | Business Ethics | This module aims to help students to articulate their options when confronted with an ethical dilemma in business, and to make well-informed judgements about the right thing to do. They will consider a range of problems from issues that could arise in their first job, to questions of business regulation that they may one day face as a leader in commerce or government. In each case, the module will challenge and assist students to recognise ethical problems in practical situations understand the possible solutions and make reasoned decisions. |
| **2ACC101/****2ACX101** | Accounting 1A  | The main objective of this module is to introduce accounting concepts and principles as this is a foundation of business language. The conceptual framework and presentation of financial statements are introduced. The whole accounting process of recording transactions from journal, general ledger, trial balance to preparing annual financial statements is covered in this module. |
| **2ACC102/** | Accounting 1B | The specific accounting standards for some sections are introduced. The preparation of annual financial statements for various forms of business entities including companies, partnerships and close corporations is covered in this module. The analysis of annual financial statements is also covered.  |
| **2ACC201** | Accounting 2A | This module deals with the conceptual framework, presentation of financial statements, property plant and equipment (“PPE”), investment property, revenue and inventory in detail. It covers the history of the development of the International Financial Reporting Standards (“IFRS”) and IFRS for SMEs.  |
| **2ACC202** | Accounting 2B | This module focuses on the accounting of basic financial instruments, equity, provisions, events after balance sheet date and basic consolidations. Financial reporting is a continuous module, hence the incorporation of knowledge gained in the previous financial reporting modules in this module.  |
| **2ACC301** | Accounting 3A  | This module will focus on the application of the accounting standards for the following topics: income taxes including deferred tax, advance PPE section, leases, intangible assets, impairments and revaluations.  |
| **2ACC302** | Accounting 3B | his module covers advance equity and financial instruments, deferred tax, earnings per share, revenue, provisions, related parties, accounting policies, changes in accounting estimates and error, and current development in these and related areas. A significant proportion of this module relates to business combinations. |
| **2AFA101** | Financial Reporting 1A | The main objective of this module is to introduce accounting concepts and principles as this is a foundation of business language. The conceptual framework and presentation of financial statements are introduced. The whole accounting process of recording transactions from journal, general ledger, trial balance to preparing annual financial statements is covered in this module. |
| **2AFA102** | Financial Reporting 1B | The specific accounting standards for some sections are introduced. The preparation of annual financial statements for various forms of business entities including companies, partnerships and close corporations is covered in this module. The analysis of annual financial statements is also covered.  |
| **2AFA201** | Financial Reporting 2A  | This module deals with the preparation of financial statements in terms of IFRS for SME’s. The conceptual framework, property plant and equipment (“PPE”), investment property, revenue and inventory are dealt with in detail. It covers the history of the development of the International Financial Reporting Standards (“IFRS”) and IFRS for SMEs. It introduces students to IFRS for SMEs and open book system. |
| **2AFA202** | Financial Reporting 2B | This module focuses on the accounting of basic financial instruments, equity, provisions, events after balance sheet date and basic consolidations. Financial reporting is a continuous module, hence the inclusion in this module of topics such as PPE, investment property, revenue and inventory covered in the previous financial reporting modules.  |
| **2AFA301** | Financial Reporting 3A | This module will focus on the application of the accounting standards for the following topics: income taxes including deferred tax, advance PPE section, leases, intangible assets, impairments and revaluations.  |
| **2AFA302** | Financial Reporting 3B | This module covers advance equity and financial instruments, deferred tax, earnings per share, revenue, provisions, related parties, accounting policies, changes in accounting estimates and error, and current development in these and related areas. A significant proportion of this module relates to business combinations. |
| **2AFA401** | Financial Reporting 4A | The objective of Financial Reporting 4A within that qualification process is to ensure that students display competencies related to the recording, recognition, measurement and presentation of financial and non-financial information in accordance with GAAP/IFRS. |
| **2AFA402** | Financial Reporting 4B | The objective of Financial Reporting 4B within that qualification process is to ensure that students display competencies related to the recording, recognition, measurement and presentation of financial and non-financial information in accordance with GAAP/IFRS. |
| **2AIS101** | Management of Information Systems 1A  | The module introduces students to the functioning of Information Systems in businesses, and how to apply technology strategically for a competitive advantage. This includes the IT infrastructure with the focus on hardware and software, and database technologies. Technical component will be focused on word documents, power point presentations, and data management using databases, Microsoft Visio and project management. |
| **2AIS102** | Management of Information Systems 1B | The module introduces students to data communication, the Internet, E-Commerce, Global Information Systems, Information Systems Development, enterprise- and support systems in business and the wider society. They will also be exposed to the latest information technologies, practices and trends. The technical component will be on spread sheets, as appli2ABLe to the financial environment, and Web development. |
| **2AMA301** | Management Accounting and Finance 3A | Management Accounting along with Finance is about planning controlling and decision making in business. The former concentrating on cost accumulation techniques, gathering of information for decision making as well as planning, control and performance management. These topics are concerned with gathering and interpreting the information needed for effective decision making.  |
| **2AMA302** | Management Accounting and Finance 3B | Finance is about planning, controlling and decision making in business. This module covers the underlying principles of the time value of money, risk and return, valuations, working capital management, calculations of cost of capital as well as financial statement analysis. These concepts are then applied to practical examples that a student may face in industry, government sector or even in non-profit organisations. |
| **2AMA401** | Management Accounting and Finance 4A | Management Accounting and Finance 4A focuses on advanced aspects of material covered in Management Accounting I, as well as other advanced topics. Performance evaluation, transfer pricing, budgetary control, linear programming and balanced scorecard are amongst the additional topics covered.  |
| **2AMA402** | Management Accounting and Finance 4B | Management Accounting and Finance 4B focuses on advanced aspects of material covered in Management Accounting I3 as well as other advanced topics. Portfolio management, advanced valuation techniques, risk analysis and derivatives, mergers, acquisitions and corporate restructuring are amongst the additional topics covered.  |
| **2AMC301** | Financial Management and Costing 3A | Management Accounting, along with Financial Management, is about planning controlling and decision making in business. The former concentrates on cost accumulation techniques, gathering of information for decision making as well as planning, control and performance management. These topics are concerned with gathering and interpreting the information needed for effective decision making.  |
| **2AMC302** | Financial Management and Costing  | Financial Management is about planning, controlling and decision making in business. This module covers the underlying principles of the time value of money, risk and return, valuations, working capital management, calculations of cost of capital as well as financial statement analysis. These concepts are then applied to practical examples that a student may face in industry, government sector or even in non-profit organisations. |
| **2ATA301** | Taxation 3A  | An introduction to taxation. Focused on determining taxable income, the student will be exposed to the calculation of an individual’s taxable income and tax liability, together with gross income, exempt income and the tax treatments of trading taxpayers. Capital allowances and value added taxation will also be included. Focus will also be given to court cases and the application thereof within the tax framework. |
| **2ATA302** | Taxation 3B | Corporate taxes and dividends taxation will be included. Again, focus will be given to court cases and their application within corporate taxes, donations taxes. Retirement benefits and foreign income and non-residents will also be included. |
| **2ATA401** | Taxation 4A | An extension of the tax framework whereby the student will critically assess and analyse tax problems faced in South Africa with Individual as well as corporate taxpayers. The scope will include the tax framework, gross income, exempt income, special deductions, capital allowances and capital gains. Trading taxpayers also fall within the scope. |
| **2ATA402** | Taxation 4B | This module exposes the students to tax problems within all the different taxes of the tax framework and will be required to critically assess and resolve challenges. These taxes will include dividends tax, Value Added Tax, donations tax. |
| **2AUB202** | Understanding Business | This module is designed to expose students to the foundations of business and management through readings, case studies and a group project. There will be ongoing emphasis on improving students’ reading and comprehension abilities, enhancing necessary pervasive skills essential to being accounting professionals and instilling in them personal attributes such as discipline, responsibility and diligence.  |
| **2AUD202** | Introduction to Auditing | Students will be exposed to the nature of auditing, and the auditing profession, as well as the concepts of internal control and basic auditing principles. The working of a basic computer environment in the different business cycles will be covered in detail. Students will be able to explain the principles and practice of sound systems of accounting and controls, and design systems of accounting and controls by outlining the main features and components for both manual and computerised environments. |
| **2AUD301** | Auditing 3A | The introduction to auditing and the general principles of auditing covered in the second-year module will be revised. This is followed by an overview of the audit process, including consideration of the important elements thereof. This will lead on to a detailed coverage of the various business cycles, including expansion on the internal control and computer aspects introduced in the previous year, and specific audit aspects thereof. At the end of the module, students will be able to identify and explain weaknesses in internal control and specific audit risks and describe the audit procedures required to address these risks. |
| **2AUD302** | Auditing 3B | The various other topics relevant to the conclusion of an audit are addressed. These include going concern and factual insolvency, consideration of laws and regulations, subsequent events and specific types of audit evidence. The module then progresses to detailed consideration of the audit report, examining circumstances under which modified opinions may be required, and the wording thereof. In conclusion, there is revision and application of legislation specific to auditors, relevant aspects of corporate governance and ethical requirements of auditors. |
| **2AUT202** | Auditing 2B | Students will be exposed to the nature of auditing and the auditing profession, as well as the concepts of internal control and basic auditing principles. The working of a basic computer environment in the different business cycles will be covered in detail. Students will be able to explain the principles and practice of sound systems of accounting and controls, and design systems of accounting and controls by outlining the main features and components for both manual and computerised environments. |
| **2AUT301** | Auditing 3A | The introduction to auditing and the general principles of auditing covered in the second-year module will be revised. This is followed by an overview of the audit process, including consideration of the important elements thereof. This will lead on to a detailed coverage of the various business cycles, including expansion on the internal control and computer aspects introduced in the previous year, and specific audit aspects thereof. At the end of the module, students will be able to identify and explain weaknesses in internal control and specific audit risks and describe the audit procedures required to address these risks. |
| **2AUT302** | Auditing 3B | The various other topics relevant to the conclusion of an audit are addressed. These include going concern and factual insolvency, consideration of laws and regulations, subsequent events and specific types of audit evidence. The module then progresses to detailed consideration of the audit report, examining circumstances under which modified opinions may be required, and the wording thereof. In conclusion, there is revision and application of legislation specific to auditors, relevant aspects of corporate governance and ethical requirements of auditors. |
| **2AUT401** | Business and Governance A  | This module will provide the opportunity for students not only to consolidate and improve their auditing knowledge and application, but to develop their ability to answer applied and integrated test and examination questions at the advanced level required for them to advance seamlessly to the auditing segment of an accredited CTA programme which is the pre-requisite to write the SAICA Initial Test of Competence. |
| **2AUT402** | Auditing 4B | The module will address further issues of audit practice, current developments in business and finance and various aspects of equity investment. Group work and presentations will be required to enhance students’ ability to work in teams and communicate confidently. Students will be required to prepare a detailed report on a topic to be advised. The aim will be to not only expose students to the securities exchange, but also to enhance their use of technology. |
| **2BIS101** | Business information systems 1A  | This module introduces students to the techniques and tools of management information systems. Coverage is given to the Information System, as it relates to the system’s concept, and their role in an organisation, IT infrastructure with the focus on hardware and software, and database technologies. The technical component will be focused on word documents, power point presentations, and data management using databases, Microsoft Visio and project management. |
| **2BIS102** | Business Information Systems 1B | This module introduces students to the techniques and tools of management information systems. The focus is on data communication, the Internet, E-Commerce, Global Information Systems, IS Development, Enterprise systems, Management Support Systems and a peak into the future looking at emerging trends and Technologies. The technical component will be on spread sheets as appli2ABLe to the financial environment, and Web development. |
| **2FMC202** | Introduction to Managerial Accounting and Finance  | An introduction to management accounting basic principles used for decision making and an overview of financial management principles. It includes costing systems, budgeting systems, standard costing for cost control, time value of money, risk and return and introduction to project appraisals. Cost accumulation for stock values and profit measurement information. |
| **2ITX301** | Income Tax 3B  | This is an Introduction to taxation. It includes an overview of the taxation of individuals, employee’s tax, and capital gains. Using the tax framework of gross income, exempt income and special deductions, the students will also be exposed to capital allowances. The student will be able to determine the taxable income of a taxpayer and the corresponding tax liability to the fiscus. |
| **2ITX302** | Income Tax 3B | This module includes the taxation of retirement benefits as well as the taxation of non-residents. It also includes the taxation of companies, dividends tax, assessed losses, trading stock and value added taxation, ending with content of wealth taxes such as estate duty and donations tax. |
| **2ALB201** | Company Law for Accountants | This module will focus on the basic principles of the Companies Act, the Auditing Profession Act, corporate governance and professional conduct. It will enable students to get an understanding of how business should be conducted in terms of the Companies Act and sound principles of corporate governance. In addition, students will be exposed to the conduct required of auditors in terms of the Auditing Profession Act and the Code of Professional Conduct. |
| **2AIS301** | System Analysis | he analysis of accounting/financial information systems, considering the elements they contain, the way in which financial systems are designed, the role they play in supplying information to those requiring it, and the controls necessary to conduct internal and external business. This is applied to the expenditure transaction cycle. The documentation is done using a structured approach of data- and systems flow charts using MS Vision. |
| **2AIS302** | Systems Design | This is an introductory object-oriented design module, emphasising iterative development with three-layer architecture, project management, use case realisation, principles, and current trends. MS Visio’s UML 2 is used extensively as a documentation tool, as well as MS Project and Excel. There is also a component analysing the traditional approach applied to the revenue, expenditure and conversion transaction cycles with an emphasis on financial- and management reporting systems.  |
| **2AIS311** | Management Accounting and Finance | An introduction to management accounting basic principles used for decision making and an overview of financial management principles. It includes costing systems, budgeting systems, standard costing for cost control, time value of money, risk and return and introduction to project appraisals. Cost accumulation for stock values and profit measurement information. |
| **2AIS312** | Accounting Information Systems  | This is an introductory object-oriented systems analysis module, introducing activities that enable an analyst to understand and specify what the new system should accomplish. The system development life cycle with focus on iteration and agile development is centre to the module. This includes information gathering, use case development, domain modelling, sequence- and state machine diagrams, and how all these models integrate for quality purposes. MS Visio’s UML 2 is used extensively as a documentation tool. |

### Department of Business Management

|  |  |  |
| --- | --- | --- |
| **MODULE CODE** | **MODULE NAME** | **MODULE DESCRIPTION** |
| **2BBG211** | Banking Instruments, Products and Services | This module focuses on an in-depth understanding of the changing financial services’ sector. It deals with: assessing the impact of government policy and regulation on the financial services sector, and how the organisation and structure of banking relate to financial statements, as well as the measurement and performance of banks and their competitors. |
| **2BBG212** | Asset-liability Management  | Asset-liability management involves the management of risk and protection against risk, in particular, risk management for a changing interest rate environment using asset-liability management and duration techniques in a banking context.  |
| **2BBG321** | Investment Management | This module focuses on the overview of investment process, and an analysis of investment theories that encapsulate investment decision-making processes. |
| **2BBG322** | Mergers and Acquisitions | Mergers and Acquisitions course focuses on the institutional and regulatory framework, the actors and decision-making processes that governs the process.  |
| **2BBG331** | Banking Derivatives | This course entails managing and hedging of funds against risk, using derivatives in a banking context. |
| **2BBG332** | Bank Equity Capital  | This module entails the management and regulatory processes that protects banking capital to ensure sustainable long-term banking growth. |
| **2BIN201** | Insurance 2A  | This module introduces students to the basic concepts and basic principles of insurance as well as the importance and benefits of insurance. It further gives understanding of the requirements of contracts, policy documentation and the practices of insurance in real life within the South African economy. |
| **2BIN202** | Insurance 2B | This module refers to the strategy of pre-loss planning for post-loss resources and deals with possibility of loss. It also includes identification and measurement of and short-term insurance. |
| **2BIN301** | Insurance 3A | This module involves the in-depth understanding of the types of life insurance contract such as group life insurance, term insurance, endowment etc. and its procedures.  |
| **2BIN302** | Insurance 3B | This module introduces students to different forms of investment within the South African economy. It emphasises on how these forms can be used by businesses, households and government. In addition, students are equipped with skills on analysing issues relating to investment.  |
| **2BMG101** | Business Management 1A | The module introduces students to general principles of the management of business organisations in the South African business environment. The different business-related fields and themes being dealt with, describe how managers should manage resources and activities to enable organisations to operate as profitably as possible, thereby increasing the wealth of the society and the country in general. A value chain approach is followed in this module. The value chain distinguishes between two major types of activities, namely primary and support business activities. This module deals with the support activities in terms of the business world and the place of business management, the business organisation and management. Module 2BMG 102 presents the primary business activities of the organisation.  |
| **2BMG102** | Business Management 1B | The module serves as a continuation of the presentation of the basic management themes and principles introduced in module 2BMG 101. The module focuses on the primary business activities in terms five functional areas of a business.  |
| **2BMG201** | Marketing Management  | Marketing Management refers to the functions and processes that bring products and services to the attention of its intended target market. The module includes the basic concepts of marketing and eventually results in the formulation of a marketing plan. Marketing theory is discussed in a comprehensive manner and this provides the groundwork for further studies in the field of marketing management.  |
| **2BMG202** | Financial Management | The content of this module applies to both personal and professional lives, to making purchase and sale transactions, borrowing, saving and investing to achieve financial goals. Learning the principles of finance can help students manage their personal finances. |
| **2BMG301** | Business Management 3A | This module involves an in-depth understanding of the evolution of management, and the importance of strategic planning and implementation, how decisions are made. This module also deals with an intensive analysis of the business environment and management principles.  |
| **2BMG302** | Business Management 3B | The study of Business Management 3B is extremely important to the economy of South Africa and the rest of the world. Considering the above, this module takes the student on a journey of discovering the history and development of entrepreneurial theory, and proceeds to the basic functions of entrepreneurs as business managers. Ultimately each student has to devise a business plan, which is the essence of planning for a new venture.  |
| **2BMG311** | Strategic Marketing 3A | This module involves the creation and sustainability of competitive advantage. The module involves strategic marketing theory and models for implementation. The focus is on marketing as a science. |
| **2BMG312** | Strategic Management | This module focuses on identifying and understanding the sources of superior firm performance. This module introduces theoretical concepts and frameworks useful for analysing the external and internal environment of the firm, and guiding the formulation and execution of different types of strategies. Strategic issues are examined from the perspectives of a chief executive or a general manager, focusing on how they can formulate strategies and develop the necessary resources and capabilities to achieve sustainable competitive advantage in a global volatile competitive environment. |
| **2HRM201** | Foundations and Challenges of Human Resource Management | The module focuses on job design and analysis, recruitment, selection, diversity management, performance management, motivation, socialisation, motivation, career management, HR Information system for research and problem solving. |
| **2HRM202** | Labour Relations in SA | The module puts emphasis on the role players in the employment relationship, ideologies, laws governing the relationship in SA, workplace discipline, collective bargaining, dispute resolution, employee participation, workplace agreements, strikes and lockouts. |
| **2HRM301** | Theory and Practice of Human Resource Management | This module highlights schools of thought in HR as a discipline, HRM and leadership, competency-based HRM, Strategic HRM, International human resources management, virtual organisations, retaining human capital and ethics in HRM. |
| **2HRM302** | Training and Development Management | This module focuses on the impact of the environments, training related laws and quality, training models, learning theories, facilities and budget, programme design, needs assessment, leaner assessment and evaluations, management development. |
| **2HRM311** | Compensation Management | This module entails: compensation designing, policies and systems; pay structure; job evaluation; incentives and benefits; employee wellness and policies on health and safety. |
| **2HRM312** | South African and International trends in HR | This module entails: managing labour and employee relations in SA; developing sound union-management relationship; managing transformation in HRM and the role of HRM in organisations. |

### Department of Economics

|  |  |  |
| --- | --- | --- |
| **MODULE****CODE** | **MODULE****NAME** | **MODULE DESCRIPTION** |
| **2ECN101** | Principles of Microeconomics | This module introduces the foundations of economics as a study and deals with how individual households and firms make decisions with regards to the efficient allocation of scarce resources. The fundamental issue of economic in terms of relative scarcity, i.e. unlimited wants versus limited resources is examined with the issue of scarcity, opportunity costs and production possibility frontiers. The workings of a market economy in terms of demand, supply and equilibrium are explained and illustrated. Concepts such as elasticity, consumer choice and utility are explained. The main market forms such as perfect competition and the theory of the firm is examined in detail while other market forms such as monopoly, monopolistic competition and oligopoly are also reviewed.  |
| **2ECN102** | Principles of Macroeconomics | This module seeks to provide an understanding of the working of an economy within the macroeconomic framework. The workings of the economy in terms of the circular flow of income, the role of the main participants such as consumers, investors, government and the external sector are examined within the context of various markets for goods and services and resources. The role of money and banking, money multiplier and of the central bank are also examined. Main macroeconomic objectives such as economic growth, full employment, price stability, balance of payment equilibrium and equitable distribution of income are examined with policy instruments (Fiscal Monetary and Trade Policies). The basic Keynesian model and Ad-AS model is developed and applied to analyse the impact of different policy decisions in the economy. |
| **2ECN201** | Intermediate Microeconomics | This module focuses on the foundations of the analysis of microeconomic decision making including the theory of consumer behaviour, theory of the firm and how markets function. This module develops analytical tools to investigate and solve the problems that consumers and firms face. Market forms are explained in detail together with welfare aspects. |
| **2ECN202** | Intermediate Macroeconomics | This module focuses on analysis of the determinants of national output, income and employment levels, theory of economics growth and progressive equilibrium in an economy. The Open-economy Keynesian model is analysed as a basis for the introduction of the modern macroeconomic models, and evaluation of these models. The IS-LM-BP model and AD-AS-DD model is used as a basis for policy analysis. |
| **2ECN301** | Public Economics (Paper 1) | This module aims to provide a comprehensive introduction into the study field of Public Economics with specific reference to the South African economy. Issues of taxation policies, government expenditure, the role of government budget and the financing of budget deficits as well as national debt are examined and analysed. |
| **2ECN301** | Monetary Economics (Paper 2)  | This module is designed to provide the key theories that explain and influence the different perspectives on monetary policy and the various policy approaches of central banks. Additionally, the module provides insights into interactions between financial markets and central banks and the resulting impact on the real economy.  |
| **2ECN302** | Development Economics | This module is designed to provide students with an understanding of economic theories and analysis in the field of development economics. The module deals with the selection of issues and problems facing less-developed or developing countries. The topics will cover both macroeconomic and microeconomic issues in development and sources of economic growth, including neoclassical growth models and the more recent endogenous growth models.  |
| **2ECN311** | Labour Economics (Paper 1) | The main focus of this module is aimed at enlightening the workings and outcomes of the labour market. The module is primarily concerned with the behaviour of employers and employees in response to the general incentives of wages, prices, profits and other aspects of employment relationships.  |
| **2ECN311** | International Economics (Paper 2) | This module deals with the theory of international trade, commercial policy, balance of payments, and international monetary issues. Key topics include the theory of comparative advantage, exchange rate determination, different forms of protectionism, open-economy fiscal and monetary policies and the analysis of common markets and free-trade area, exchange rates and issues on external and internal balance in formulating economic policies. |
| **2ECN312** |  Economic Research (Paper 1) | The main focus of this module is to provide essential intermediate mathematical concepts for understanding and evaluating economic models. The following core topics are covered: linear mathematics, linear programming, calculus elasticities, introduction to optimisation theory, logs, quadratics, inverse functions, and their application to consumer and producer theory.  |
| **2ECN312** | Econometrics (Paper 2) | This module covers the key principles of introductory econometrics for the purpose of understanding how raw data can be manipulated to estimate multivariate relationships via the ordinary least squares method. Topics include the regression model, assumptions behind OLS, hypothesis testing involving T and F tests, violation of OLS assumptions, multi-collinearity, heteroscedasticity, serial correlation, incorrect functional forms, dummy variables, and time series regression models. The module includes a series of sessions involving the use of Excel and SPSS software. |
| **Bachelor of Commerce Honours in Economics** **After completion a student will be able to:** |
| **2BHE001** | Selected topics in Macroeconomics | •fully comprehend the difference between macroeconomics for developed and developing countries;•distinguish clearly between alternative theories and models of economic growth, including classical, neo-classical, endogenous growth and increasing returns, and their relevance to developing countries;•use graphical and mathematical techniques to analyse instability and macroeconomic adjustment in models of developing countries; and•critically analyse prudential macroeconomic policies in a developing country, with diverse monetary and fiscal policy frameworks. |
| **2BHE002** | Selected topics in Microeconomics | * evaluate the different forms of market structures: perfect competition, monopolistic competition, oligopoly/cartels/non-cooperative oligopoly, duopoly, monopoly and monopsony;
* understand Competition policy in the South African Context, past and present;
* fully comprehend the interaction between Competition policy, Industrial strategy and International Trade Policy;
* use Lagrangian optimisation theory in consumer choice decision involving Cobb Douglas and Constant Elasticity of substitution Utility Functions;
* apply Indirect Utility Functions, Duality and expenditure minimisation;
* apply the Slutsky equation to analyse income and substitution effects for classing normal, inferior and Giffen goods;
* critically analyse the Production theories involving Cobb Douglas, CES and Leontief Production functions, cost minimisation vs production maximisation;
* understand decision making under uncertainty; and

correctly apply Game Theory to the decision making process. |
| **2BHE003 and** **2BHE010** | Research Project A and B | •classify different quantitative and qualitative research methodologies specific to the economic matters; •convert a research idea into a research problem, research objectives and a research plan;•identify a research topic in economics or economic development;•develop a research design and appropriate methodology for the research topic;•conduct a preliminary literature review;•express ideas and arguments logically and coherently in a language appropriate to research of an academic nature;•employ a range of writing strategies and revise and edit own writing;•write a coherent and scientific research project; and•verbally present research in a clear and convincing manner. |
| **2BHE004** | Mathematical Economics | •correctly apply Calculus and the various rules through:• applications and solving of economic unconstrained maximization/minimization problems both single and partial derivatives;•an analysis of Cobb Douglas Production Function; • determination and interpretation of elasticities of demand and supply;• applications of Calculus in Total Revenue and Profit maximisation and cost minimization analysis;•an application of the Lagrangian Multiplier in constrained optimisation problems;•applications using utility and production examples; and•identification of Inequality Constraints and applying the Kuhn Tucker optimization rule.•demonstrate an advanced understanding of Linear Algebra, Matrix algebra and applications;•integrate the various mathematical concepts and correctly apply this to economic problems;•correctly apply Differential equations in economic models; and•successfully introduce the Taylor Approximations rule and second order conditions, through applications in economics. |
| **2BHE005** | Fundamentals of Econometrics | •conduct advanced descriptive and graphical analyses of economic data (panel data, cross-section, and time series data);•demonstrate an advance understanding of time-series analysis with a focus on OLS with particular emphasis on BLUE properties;•specify the violation of OLS assumptions, remedial measures and the importance of GLS models;•undertake analysis relevant to economics by evaluating data; data transformation and elasticities; •conduct simple and multiple regression analysis for cross-sectional data;•correctly apply Student t and F tests with specific emphasis of assessing restricted and unrestricted multivariate models and the conducting of Wald tests; •formulate arguments for the use of Dummy variables in various circumstances inclusive of investigating structural breaks;•perform impact assessments using simple quantitative tools such as cross-sectional comparisons, time-series comparisons and ‘difference-in-differences’ models; •identify latent variables and to compare and contrast the application of two and three stage least squares; and•demonstrate an advanced knowledge of time series data, the concept of stationarity, inertia, the Durban Watson statistic. |
| **2BHE006** | International Trade and Finance | •describe and critically analyse the role of international trade and technology transfers in emerging economies;•analyse selected scenarios in international trade using the tools of general and partial equilibrium analysis;•critically evaluate different trade models and apply these models to specific issues:•examine critically the relationship between international trade and economic growth;•examine how nations restrict trade through tariffs, quotas and other measures;•analyse trade policy as a tool for economic development;•apply data on South Africa, SADC and BRICS to illustrate how economic, social and political factors determine trade policies;•explain the determinants of foreign exchange rates and how changes affect international trade and investment; and•discuss several regional integration schemes, and compare and contrast their advantages and disadvantages. |
| **2BHE007** | Applied Econometrics | •correctly conduct ARMA and ARIMA modelling and spurious forecasting evaluation;•identify and criticize spurious regressions and the concept of integration;•apply the Engle Granger two-step procedure in single time series regression and Error Correction mechanisms;•integrate Single equation cointegration applications and Full Information Maximum likely-hood Methods contrasting with Dynamic Ordinary Least Squares;•construct a Vector Auto Regression, the Granger Causality Tests and Applications in the South African context;•apply the Johanson Vector Error Correction Model and demonstrate an understanding of the short and long run dynamics with applications using South African Data;•compare and contrast microeconometric models, namely the logistic and Probit Regressions, with application to South African datasets;•conduct Panel Data Modelling and correctly distinguish between Pooled data modelling, fixed effects and random effects with applications involving emerging market and SADC datasets; and•demonstrate an understanding of Arch and Garch Modelling in financial time series applications. |
| **2BHE008** | Selected topics in Money and Finance | •critically evaluate the determination of interest rates theories and related models;•evaluate theories and related models critically with regards to the determination of exchange rates; •critically evaluate alternative views to the South African monetary policy consensus;•comprehend the implications of the existing fiscal and labour policy models for the execution of monetary policy, applying South African data;•outline coherently the ideas that underpin explanations of asset prices and rates of return;•explain logically the determination of prices and identify methods of assessing the efficiency of asset markets;•explain clearly the basic concepts of decision-making under uncertainty;•explain logically the basic concepts of capital asset pricing model;•explain logically the concept of arbitrage;•evaluate the basic concepts of derivatives contracts;•discuss the properties of the futures contracts, with emphasis on the difference between the functioning of the futures and the forward markets;•compute the pricing of the forward contracts; •argue the hedging techniques with the use of futures and forward contracts; and•understand and critically analyse the options market. |
| **2BHE009** | Selected topics in Economic Development and Local Economic Development | •critically compare and contrast economic development in South-Africa with other developing countries;•qualitatively explain the measuring performance of developing countries;•discuss and evaluate the challenges and potential of human capital and non-renewable resources in South Africa; •quantify and empirically analyse poverty and inequality in South Africa;•critically discuss theories and evidence concerning the causes of poverty and determinants of inequality;•critically discuss the role of Local economic development (LED) in the national macro policy framework;•demonstrate knowledge of contemporary LED theories;•demonstrate knowledge of methods and techniques used in the understanding, evaluation and treatment of key phenomena and key areas of concern to LED policy makers;•discuss the National Framework for LED in South Africa; and•explain the components, advantages, processes and status of an Integrated Development Plan (IDP). |
| **2SBHE003 and 2BHE010** | Research Project | write a coherent and scientific research project; and•verbally present research in a clear and convincing manner. |

### Department of Public Administration

|  |  |  |
| --- | --- | --- |
| **MODULE****CODE** | **MODULE****NAME** | **MODULE DESCRIPTION** |
| **2PAD101** | Introduction to Public Administration | This module focuses firstly, on the description of the legislative, governmental and judicial guidelines within which public administration should be practised. This module is divided in three sections: Firstly, Legislative, governmental, judicial and administrative institutions and functions. Secondly, Administrative and managerial functions, and lastly, Auxiliary, instrumental and functional activities. |
| **2PAD102** | Introduction to Public Management | This module describes how management techniques from the private sector are now being applied to public services. Secondly, the module is devoted to public management functions that are supported and underpinned by management skills. Thirdly, the module is divided in two sections: Public management: An environment and Multidisciplinary perspective and public management in a dynamic practice: functions, skills and applications. |
| **2PAD201** | Basic Personnel Administration | This module provides an introduction to the numerous staffing functions in the Public Service. It also explains how personnel administration fits in the other main categories of administrative functions. The module focuses further on the place of public personnel administration, the scope and content, generic administrative functions, organisational arrangement and finally on monitoring, training and evaluation of public personnel. |
| **2PAD202** | Introduction to Public Finance Management | This module provides an understanding of the way the government manages its finances. This module is divided into six sections: The fundamental principles of public finance; the monetary policy and fiscal policy; the organisational rules of public financial management; public revenue; public budgeting and financial activities. |
| **2PAD301** | Public Service Delivery: Policy and Theory | This module provides an understanding of public policy in the public sector. An understanding of public policy is imperative for the continuous improvement of public sector governance. It is also designed to provide a broad overview of the different approaches to, and models of public policy processes. This module is divided in three sections: The nature, role and history of public policy; the public policy process, and finally capacity building for policy improvement. |
| **2PAD302** | Municipal Development Planning | This module provides an understanding of the municipal planning process. The module is divided in six sections: Municipal planning process; planning strategies for local government; developmental local government; Integrated development planning (IDP); Local Economic Development (LED); community participation in planning, and finally the National Development Plan (NDP) for local government. |
| **2PAD321** | Research Methodology | This module provides an understanding of basic themes in social science research process, such as the problem statement, research objectives, research design, data collection and data analysis. Other themes covered include proposal writing, report writing, literature review, referencing and plagiarism. |
| **2PAD322** | Research Paper | This module follows from groundwork that has been done in 2PAD321 in the first semester. The students are now expected to put into practise the research knowledge learnt in the first semester by writing a research paper on a topic approved by assigned supervisor. |
| **2PLG201** | Municipal Structure And Administration | This module provides an overview the legislative and executive authority of municipalities in South Africa. This module is divided into five sections: Municipal legislation; composition of municipal councils; legislative and executive power of council; functions and duties of Mayor, speaker, councillors, and finally, the role and duties of officials. |
| **2PLG202** | Municipal Finance and Management | This module provides an overview of local government finances. This module is divided in seven sections: Why local governments need money; democratic local financial management; the role of council in financial management; the role of executive committee in financial management; the role of the administrative authority in financial management; local government revenue; local government budget and external control, and Financial relations. |
| **2PLG311** | Municipal Governance | This module provides an understanding of the statutory framework for Local Government in South Africa. This module is divided in five sections: historical background; applicable legislation; types of municipality; powers and functions of municipalities and governance in the financial administration of municipalities; compliance with statutory requirements. |
| **2PLG312** | Municipal Accounting | This module deals holistically with all the key features of municipal finance and accountancy, with emphasis on the principles of sound financial governance in municipalities. The module is divided in five sections: Standard operational cycle in financial administration of municipalities; financial management, roles of other organs of state and entities in the financial administration of municipalities; annual financial statements and related matters, and cost management accounting in municipalities. |
| **Honours modules** |
| **MODULE****CODE** | **MODULE****NAME** | **MODULE DESCRIPTION** |
| **CPA591** | Advanced Research methodology | The primary purpose of this module is to expose students to a wide range of research issues and concepts. In this course students are expected to acquire relevant knowledge and skills needed to carry out a research project from the conceptualization level, formulating the statement of research problem, literature review, data collection to data analysis and report writing. Students are required to write a research concept note in preparation for Research Project module.  |
| **CPA592** | Advanced Financial Administration  | The primary purpose of this module is to develop students to be able to demonstrate a well-grounded and systematic knowledge base, in the financial management of public funds, by understanding theories of taxation, income taxation as well as wealth taxation. It will also assist students in analyse and simplifying the government budget complexities.  |
| **CPA593** | Advanced Personnel Administration  | The primary purpose of this module is to equip students with sound knowledge of how human resources interact with public administration activities. It explains how personnel administration fits in the other categories of administrative functions. The module focusses further on the place of public personnel administration, the scope and content, generic administrative functions, organizational arrangement and finally on monitoring, training and evaluation of public personnel**.** |
| **CPA594** | Theories of Administration  | This module is intended to provide a macro ‘big picture’ perspective on organizations. The focus will be upon the theories informing how individual and groups of organizations are designed, managed, and function. It also examines the influence of politics over administrative issues and how employee behaviour can be controlled within the workplace or organizational environment.  |
| **CPA595** | Research Paper | The primary purpose of the research project is to develop the skills required to devise and sustain arguments and to solve problems using the knowledge and techniques acquired through the lectured modules. It provides students the opportunity to study a topic in depth in which they have a strong interest, under supervision of a mentor. |

### Department of Law

|  |  |  |
| --- | --- | --- |
| **MODULE****CODE** | **MODULE****NAME** | **MODULE DESCRIPTION** |
| **2LAW101** | Commercial Law A | The purpose of this module is to provide the student with an overview of the South African legal environment and to introduce the student to the general principles of the law of contract. |
| **2LAW102** | Commercial Law B | This module aims at familiarising the student with the different forms of business enterprises (sole proprietors, partnerships, close corporations, companies and business trusts), their formation, regulation and dissolution, as well as the rights and duties of all the role-players. This module further aims at introducing the student to corporate governance, its importance and the regulation thereof in South Africa. |
| **2LCL101** | Legal Skills A | This module deals with the legal jargon, court etiquette, practising basic drafting and writing, researching case law, computer based research, legal ethics and critical reasoning. |
| **2LCL102** | Legal Skills B | The module entails fundamentals of numerical calculations and elementary accounting. At the end of the module the 1st year law students will be able to interpret financial statements and to apply basic calculations to litigation and collection matters.  |
| **2LRI101** | Introduction to Law A | In this module the student is introduced to aspects of the origin, foundations and sources of South African Law, the concept of legislation and its importance, the features of the legal profession, primary and secondary sources of South African Law, ethics, rules of positive morality and legal rules, an analysis and reading of legal precedents and legislative instruments. |
| **2LRI102** | Introduction to Law B | At the end of the module, the student should be able to identify the different classifications of South African Law, including the following: the court structure, alternative dispute resolution in South African Law, and law and HIV/AIDS in South Africa. |
| **2LPL101** | Law of Persons | This module deals with: the law of persons and personal rights; legal modules and legal objects; the beginning and end of legal subjectivity; status and factors affecting status; the law of domicile. |
| **2LRD102** | Indigenous Law | The module is divided into Private and Public Indigenous Law. Private Indigenous Law deals with indigenous law of persons, family, contracts, delicts, property and succession. Public Indigenous Law entails traditional leadership and administration, the jurisdiction of the courts of traditional leaders, Indigenous Criminal Law and Law of Procedure and Evidence. |
| **2LCL 201** | Legal Skills C  | This module deals with drafting and communication skills with specific emphasis on the application of the knowledge skills obtained thus far in Family Law. The scope of the module includes the drafting and presentation of basic divorce pleadings and notices, maintenance and domestic violence applications as well as application for adoptions.  |
| **2LCL202** | Legal Skills D | This module deals with practical application of the legal concepts and principles acquired in the Law of Succession including drafting wills and the administration of estates. |
| **2LRC201** | Constitutional Law A | The module is an introduction to the concepts of: parliamentary sovereignty and constitutional supremacy in a historical context; the separation of powers doctrine with particular reference to the division between, and functions of, the legislature, the executive and the judiciary. Some aspects of constitutional litigation are included |
| **2LRC202/****2PCL202** | Constitutional Law B | In this module a detailed study of the South African Constitution will be given. At the end of the module the student must be able to recognise how legislative, executive and judicial powers work together at national, provincial and local government. Select Bill of Rights provisions and constitutional litigation will also be studied. |
| **2LPI201** | Juridical Interpretation | The module deals with theories of interpretation with particular reference to first, the rules and principles of statutory interpretation and second, the influence of the supreme Constitution on interpretation, and third, the role of common law presumptions in interpretation. |
| **2LCC202** | Criminal Law B | The module continues with the principles of Criminal Law with a focus on the most important specific offences, including participation, attempt, conspiracy and incitement regarding the commission of offences. |
| **2LPP202** | Law of Property  | This module deals with: the aw of property and the constitutional framework; property rights; real rights and creditor’s rights; ownership in the form of original and derivative acquisition; limitation of ownership; co-ownership and ownership remedies, possession and its remedies; the various forms of security (real, personal, liens, mortgages, tacit hypothecs) and servitudes. |
| **2LRA202** | Administrative Law | This module introduces the student to the basic principles of administrative law with reference to the common law, the constitution and the Promotion of Administrative Justice Act 2 of 2000, focusing on the requirements of lawfulness, reasonableness and procedural fairness in the context of the review jurisdiction of the court.  |
| **2LPB301** | Business Entities Law | The module aims to transmit a firm understanding of different forms of business undertakings and the Law of Partnerships including the Law and practice relating to the formation of companies, close corporations and business trusts. |
| **2LCP301** | Criminal Procedure A | This module provides an overview of: criminal procedure and general principles, including basic principles and value of constitutionalism; a detailed study of the prosecution of crime; the rights of the accused in criminal procedure; the exercise of powers by the State and the vindication of individual rights; securing the attendance of the accused at court; interrogation, interception and establishing bodily features, search and seizure and bail and pre-trial examinations. |
| **2LCP302** | Criminal Procedure B | This module provides a detailed study of: the indictment/charge sheet; the arraignment and plea of the accused in court; court procedures and the verdict, sentencing, review, appeal, including procedures for review and appeal, mercy, indemnity and free pardon. |
| **2LCI301** | Civil Procedure A | The module will introduce students to various selected aspects and topics of High Court and Magistrate’s Court civil procedure. At the end of the module the student must be conversant with the application of all High Courts and Magistrate’s Court rules.  |
| **2LCI302** | Civil Procedure B | The module continues with the application of civil procedure in the High Court with particular emphasis on *locus standi* and jurisdiction. At the end of the module, the student should be able to identify the different requirements relating to: applications; provisional sentence; pleadings judgement on confession and by default and summary judgement; pre-trial procedures; judgements and orders; offers to settle and settlement’s special procedures.  |
| **2LPC301** | Law of Contract A | The module examines general principles relating to conclusion of contracts with specific reference to the requirements for a valid contract, standard contractual clauses, breach of contract, remedies for breach of contract and the termination of contracts. |
| **2LPC302** | Law of Contract B | The module continues with the general principles of contract. Specific contracts (sale, lease and credit) are also dealt with in this module.  |
| **2LPD301** | Law of Delict A | The module is an introduction to the general principles of the Law of Delict (the elements of a delict, i.e. the act, wrongfulness, fault, causation and damage). |
| **2LPI302** | Insolvency and Winding-up | The module comprises the Law of Insolvency and Winding Up, Liquidation under the Companies Act, Voluntary Surrender and compulsory sequestration, Sequestration in terms of the Insolvency Act, 24 of 1936. It also deals with the difference between winding up, voluntary winding up and a compulsory winding up as well as judicial management. |
| **2LRR 401** | Legal Research Method A | This module deals with research proposal writing and the underlying nature and meaning of scientific research. The core content includes the following: the aims of research; the research topic; research problem; literature review; research design; population and sampling types; types of quantitative research designs; validity of conclusions; data-collecting methods and measuring instruments in quantitative research; qualitative research designs; data analysis and interpretation of results, and report writing and the research proposal. |
| **2LCE401** | Law of Evidence A  | This module deals with: an introduction to the theory and principles of restricted and free systems of evidence; basic concepts and distinctions; sources of the South African Law of Evidence (the different types of evidence that might arise during legal proceedings); the requirements for admissibility, and the admissibility of relevant evidence. |
| **2LCE402** | Law of Evidence B |  The module deals the exclusion of evidence that had been unconstitutionally obtained and the evaluation of evidence. At the end of the module the student should be able to distinguish the following: residuary clauses in respect of the machinery of proof, proof in criminal and civil trials, the process of judgement in criminal and civil cases. |
|  **2LPL401** | Labour Law A | The module includes the sources of Labour law. The module examines the contract of employment. At the end of the module the student must be able to distinguish between an employee and an independent contractor. Reasons for dismissals (misconduct, poor work performance or incapacity and operational requirements of the job) and automatically unfair dismissals are studied in detail. |
| **2LPL402** | Labour Law B | The module includes employment equity, collective labour law, including a reference to trade unions, the bargaining process and collective agreements. Industrial action with particular reference to protected and unprotected strikes dealt with in detail. |
| **2LCL401** | Legal Practice A  | This module deals with the structure of the legal profession: routes leading to legal practice, practical aspects of running a law firm, including consultation, taking instructions, file management, running a small practice, ethics and statutory compliance with regulatory directives from the professional bodies. |
| **2LCL402** | Legal Practice B | This module deals with trial advocacy in criminal and civil matters, drafting of documents with specific emphasis on pleadings in civil litigation, administration of estates conveyancing and road accident fund claims. |
| **2LPP401** | Public International Law | This module deals with the general principles of Public International Law, International Law and Municipal Law, recognition of states, peace war and Neutrality Law, the United Nations system, international economic relations, enforcement of International Law, contemporary issues in International Law. |
| **2LMA401** | Maritime Law | Maritime law is an exciting, dynamic and rewarding field to practice in. It is also incredibly demanding, involving fast-paced, high stakes litigation and encompassing areas with important economic and policy implications for South Africa.Maritime law has an ancient history, and a number of concepts unique in law. Maritime law first took the form of very early maritime codes developed by the various seafaring nations. These principles of ancient origin remain the bedrock of modern maritime law. For example, we will study the principles relating to piracy and the right to arrest a ship.Maritime law remains in many ways a truly international field of law. The United Nations, the International Maritime Organisation, and other international bodies like the Comitè Maritime International have been instrumental in bringing into force a number of international conventions in the field of shipping, carriage of goods by sea, safety of life at sea, and the marine environment. The focus of this course will be on those Conventions which have been ratified or adopted by South Africa as part of our domestic law. |
| **2LPF401** | Fundamental Rights | This module provides a study of the operational provisions in the Bill of Rights litigation as well as substantive provisions with particular emphasis on civil and political rights on the one hand, and socio-economic rights on the other, read with relevant case law.  |
| **2LPA401** | Advanced Mercantile Law | This module specifically deals with basic aspects of securities regulation in South Africa; companies and financial markets; objectives, techniques and sources of securities regulation; security values and securities market efficiency; offer of securities to the public; continuous disclosure; statutory liability; insider trading and other forms of market abuse; the Financial Services Board; the regulation of collective investment schemes, and emerging challenges in securities market regulation. |
| **2LPT401** | Tax Law | This module provides an outline of the tax system; taxable income; receipts and accruals; income and capital; gross income; source of income; exempt income; special deductions, capital gains tax; donations tax; VAT; taxation of partnerships, trusts and companies. |
| **2LPN401** | Negotiable Instruments | This module deals with a study of the Law relating to bills of exchange, cheques, electronic payments and promissory notes including instruments of payments under the Bills of Exchange Act of 1964and electronic methods of payment, not covered by Bills of Exchange Act. |
| **LPIP402** | Intellectual Property | This module presents study of the law relating to patents, designs, copyright, trademarks and counterfeiting will be done. |
| **2LPT402** | International Trade Law  | This module deals with issues relating to the regulation of international economic relations under the World Trade Organisation (WTO).  |
| **2LPE402** | Environmental Law | This module introduces the general principles of Environmental Law, Comparative Environmental Law, constitutional provisions, the application of the principles of Environmental Law and current issues in Environmental Law. |
| **2LPG402** | Local Government Law | This module includes the topics of sources of local government: the structure and functioning of the various categories of local government, the structure of municipalities, function and status of local government as a sphere of government, key legislation in local government, as well as local government litigation.  |
| **2LPF402** | Forensic Medicine | The module deals with personal injury litigation in criminal cases, which includes: general structure and working of the body; circulation of the blood; respiration; diagnosis and early signs of death; phenomena that can occur after death; identity; poisoning; carbon monoxide; alcohol; general, non-specific manifestations perceived in dead bodies; anoxias; wounds; head and firearm injuries; pediatric forensic medicine, and sexual offences. |
| **2LPC402** | Competition Law | The module in competition law entails the procedures and remedies provided by the Competition Act 89 of 1998. It also deals with: the objects and rationale of competition law; competition and monopoly; prohibited practices; restricted vertical practices; abuse of dominance, while mergers and merger control will also be studied. |

### Electives from Other Faculties

|  |  |  |
| --- | --- | --- |
| **MODULE****CODE** | **MODULE****NAME** | **MODULE DESCRIPTION** |
| **1POL211** | Introduction to International Relations | This module is an introduction to the study of the sum total of relations between states. It takes an overview of the actors, structures and processes in the international system and an orientation to the theoretical approaches to creating knowledge in the field. |
| **1POL212** | Introduction to Political Sociology | The module introduces students to the relationship between politics and society, more specifically, the state and civil society in a democratic state. It therefore explores the concepts of power, democracy, the state and civil society and their interdependent relationships. The module also introduces students to the different approaches to understanding political sociology as well as its classical theories such as Pluralism, Elite theory and Social Class theory.  |
| **1POL311** | Foreign Policy Analysis | This module deals with foreign policy making and evaluation. It looks at the goals (national interests) and instruments of foreign policy of states using different levels of analysis. It also analyses the determinants of foreign policy of selected states and compares them. |
| **1POL321** | Comparative Politics (Africa) | This module analyses and compares political systems in Southern Africa (SADC). It looks at election trends, patterns of democratisation and forms of government in the region. It ends with regional comparative analysis of SADC with developed democracies such as the USA, Canada, Germany and Britain and their different systems.  |
|  **1POL312** | Geopolitics | This is an introductory module to geopolitics. The module examines the relationship between geography (physical and spatial) and politics (power). While focusing on international politics and conflict as determined by geographical factors such as place, boundary and natural resources, the module also looks at how these factors impact on conflicts at national and local levels within states. It uses a number of case studies to analyse these geopolitical factors including globalisation and terrorism which has brought new meta-geographical challenges. |
|  **1ENG121** | Practical English 1 A | This module introduces students to the basic skills required for academic reading and writing. Study material will be selected for relevance to the student’s specific programme of study. |
|  **1ENG122** | Practical English 1 B | This module will develop the reading and writing skills introduced in 1ENG121. Study material will be relevant to the student’s specific programme. |
|  **1COR 111** |  Introduction to Criminology and Research  | 1COR111 is a module that entails subject matters of Criminology, schools of thought of criminology, classification of crime, introduction to research and basic criminological research methods. The module introduces the student to criminology environment. It explains what crime is and why people commit crime. |
| **APHP 112** |  | This course focuses on the issues of justice and freedom. It takes you through a variety of theories of justice, then moving to the concept of freedom. It connects both these topics to the issue of ideology and the disempowerment of women and its effect on the spread of HIV/AIDS. It closes with a Hegelian/Sartrean argument for the empowerment and thus liberation of human beings. The module compares and contrasts these theories, ultimately making you, the student, able to do the same while arguing in favour of the theories or assessing them critically from a philosophical standpoint. In this way, the course develops the skill of reasoning, critical thinking and problem solving. An added benefit is learning how to actively listen and how to take notes. You will also be introduced to basic essay writing and referencing.   |
| **4CPS121** | Computer literacy | This module is designed to introduce students to the personal computer. It will enable students to use the available features on an operating system. It is also designed to instruct students in the use of Word Processors from an introductory to an advanced level. |

### PROGRAMMES OFFERED AT THE RICHARDS BAY CAMPUS

### 11.1 CERTIFICATES

### Higher Certificate in Accounting (2AHCR1)

### Purpose:

The qualification concentrates on acquiring basic knowledge and skills and its implementation in a practical environment. The course is suitable for those seeking employment as a Data Capturer, Administration Assistant, Bookkeeper, Junior Accountant, Municipal Clerk, Clerk in Banking or another commercial sector.

This a 1-year qualification aimed at producing people capable of performing activities in the following areas: Accounting assistants and junior bookkeepers and accounting technicians.

### Higher Certificate in Accountancy: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Qualification: | Higher Certificate in Accountancy |
| Majors: | Financial Accounting 1A, Financial Accounting 1B and Management Accounting 1A  |
| Abbreviation: | HC(Accountancy)  |
| UNIZULU Code: | 2AHCR1 |
| SAQA ID | 99552 |
| NQF EXIT Level: | 5 |
| Minimum Duration of Studies: | 1 Year |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Total Credits to Graduate: | 120 |
| Articulation Options  | This qualification offers vertical articulation into the Advanced Certificate in Accountancy which is offered at the Richards Bay Campus. Alternatively, this qualification offers vertical articulation into a BCom programme offered at the Kwadlangezwa Campus of the University of Zululand. |

**Academic Structure: Higher Certificate in Accounting**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2CAC101 | Financial Accounting 1A | 2CAC102 | Financial Accounting 1B |
| 2ABU101 | Business Calculations 1A | 2ABL102 | Business Literacy |
| 2AMA101 | Management Accounting 1A | 2ALP102 | Legal Principles and Practices for Accountants  |
| 2AMS101 | Management Information Systems 1A | 2AMS102 | Management Information Systems 1B |
| UZUL100 | UNIZULU 101 | UZUL100 | UNIZULU 101 |

### CBCTM1 National Higher Certificate in Marketing

**Teach-out date – (last enrolment): 01 January 2019**

**No intake of new students for 2020**

### Purpose:

A graduate who has achieved this qualification will be able to understand and apply fundamental principles of marketing, apply communication skills effectively in marketing contexts, understand and apply selected principles of consumer behaviour, communicate marketing information effectively using different media, distinguish the different product and services, marketing characteristics and strategies and be able to identify the contemporary environment, problems and practices of consumer marketing. Career opportunities include Marketing Administration Officer, Sales Administration Assistant, Advertising/Promotions Planner, Advertising Account Coordinator, Marketing Research Assistant, Marketing Representative, Assistant Merchandising Manager, Direct Marketing Planner or any marketing-related career.

**Teach-out date – (last enrolment): 01 January 2019**

Table 1: National Higher Certificate in Marketing Admission Requirements

|  |  |
| --- | --- |
| FACULTY: | Commerce, Administration and Law |
| DEPARTMENT: | Business Management |
| Degree: | National Higher Certificate in Marketing  |
| Majors: | Marketing Management |
| Abbreviation: | NHCert (Marketing) |
| Qualification Code (SAQF): | 73330 |
| UNIZULU Code: | CBCTM1 |
| NQF EXIT Level: | 5 |
| Admission Requirements: | 1. NSC OR Matric Exemption with an achievement rating of 22 points
2. English level 3 and Mathematical Literacy level 4 or Mathematics level 3
3. English SG level D or HG level E and or Mathematics SG level D or HG level E
 |
| Minimum Credits for Admission: | 22 Points |
| Minimum Duration of Studies: | 2 Years |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Total Credits to Graduate: | 240 |

National Higher Certificate in Marketing Course Curriculum

|  |
| --- |
| **FIRST YEAR** |
| **SUBJECT NAME** | **SUBJECT CODE** | **SUBJECT CREDITS** | **SUBJECT LEVEL (NQF)** | **PREREQUISITE SUBJECT(S)** |
| **SEMESTER 1** |  |  |  |  |
| Marketing Management 1.1 | CCMM101 | 15 | 5 | None |
| Accounting for Marketers 1A | CCAM101 | 15 | 5 | None |
| Economics and Management | CCEM101 | 15 | 5 | None |
| Communication | CCCN101 | 15 | 5 | None |
| **SEMESTER 2** |  |  |  |  |
| Marketing Management 1.2 | CCMM102 | 15 | 5 | None |
| Accounting for Marketers 1B | CCAM102 | 15 | 5 | None |
| Business Info Systems 1.2 | CCIS102 | 15 | 5 | None |
| Consumer Behaviour | CCCB102 | 15 | 5 | None |
| **TOTAL** |  | 120 |  |  |

|  |
| --- |
| **SECOND YEAR** |
| **SUBJECT NAME** | **SUBJECT CODE** | **SUBJECT CREDITS** | **SUBJECT LEVEL (NQF)** | **PREREQUISITE SUBJECT(S)** |
| **SEMESTER 1** |  |  |  |  |
| Marketing Management 2.1 | CCMM201 | 15 | 5 | CCMM101 |
| Business Calculations | CCBC101 | 15 | 5 | None |
| Personal Selling | CCPS201 | 15 | 5 | None |
| Marketing Research A | CCMR201 | 15 | 5 | None |
| **SEMESTER 2** |  |  |  |  |
| Marketing Management 2.2 | CCMM202 | 15 | 5 | None |
| Business Calculations  | CCBC102 | 15 | 5 | None |
| Communication | CCCN102 | 15 | 5 | None |
| Marketing Research B | CCMR202 | 15 | 5 | None |
| **TOTAL** |  | 120 |  |  |

### 11.2 DIPLOMAS

### Diploma in Management of Co-operatives (2CODP1)

### Purpose:

This programme is one of the first accredited academic diplomas in this field. It aims to equip students with skills and knowledge that will qualify them for employment as managers and supervisors of small and medium co-operatives. Graduates will be able to manage the operations of co-operative organisations, mobilise resources from members of co-operatives for growth and wealth generation. Graduates will also acquire broad based business management skills. Career opportunities include: Co-operative Managers, Co-operative Training and Educational Specialists, Co-operative Promoters/Advisors, Co-operative Auditors, Credit Officers for micro-financing and Project Development Officers with NGOs.

### Diploma in Management of Co-operatives: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Qualification: | Diploma in Co-operatives Management |
| Majors: | Business Management 1 and 2 for Co-Operatives; Co-Operatives Organisation and Management Practice 1 and 2 |
| Abbreviation: | Dip (Management) (Co-operatives) |
| UNIZULU Code: | 2CODP1 |
| SAQA ID | 84126 |
| NQF EXIT Level: | 6 |
| Minimum Duration of Studies: | 3 Years |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Total Credits to Graduate: | 390 |
| Articulation Options  | This qualification offers vertical articulation into Advanced Diploma in related field of specialisation..  |

**Academic Structure: Diploma in Management of Co-operatives**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2CDH111 | History and Principles of Co-Operatives | 2CDM112 | Management of Savings and Credit Co-Operatives  |
| 2CDC111 | Business Calculations for Co-Operatives  | 2CDA112 | Accounting 1A for Co-Operatives |
| 2CDI111 | Business Information Systems for Co-Operatives | 2CDB112 | Business Management 1 for Co-Operatives |
| 2CDD111 | Business Communication for Co-Operatives | 2CDO112 | Co-Op Organization and Management Practice 1 |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2CDP211 | Co-Operatives Policy, Law & Regulations  | 2CDW212 | Work Integrated Learning Internship (90 credits) |
| 2CDR211 | Research Methods for Co-Operatives |
| 2CDS211 | Mathematics & Statistics for Co-Operatives |
| 2CDA211 | Accounting 1B for Co-Operatives |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2CDF311 | Financial Accounting for Co-Operatives | 2CDO312 | Co-Operatives Organisation & Management Practice 2 |
| 2CDN311 | Co-operative Banking | 2CDP312 | Introduction to Auditing & Professional Ethics |
| 2CDB311 | Business Management 2 for Co-Operatives | 2CDR312 | Co-operative Marketing |
| 2CDL311 | Commercial Law for Co-Operatives  | 2CDE312 | Co-operative Education & Training |

### Diploma in Logistics Management (2BLM01)

### Purpose

Students will specialise in Logistics/Supply Chain Management. This qualification is aimed at producing entry-level employees who intend to pursue careers in the field of Transport and Supply Chain Management. Successful students will be qualified to work in Transportation and Logistics related business operations with the following career paths - Logistics Service Providers, Warehousing and Distribution, Supply Chain Management, Clearing and Forwarding, Export and Import Trade, Inventory Control, Procurement and Manufacturing.

### Diploma in Logistics Management: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Qualification: | Diploma in Logistics Management  |
| Majors: | Risk Management, Costing for Transportation, Financial Management, Logistics 2A, 2B, International Business, Research Methods, Managerial Problem Solving Techniques, Project Management, Production Planning and Control and Practical Logistics 3A, 3B |
| Abbreviation: | Dip (Logistics) (Management) |
| UNIZULU Code: | 79346 |
| SAQA ID | 2BLM01 |
| NQF EXIT Level: | 6 |
| Minimum Duration of Studies: | 3 Years |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Total Credits to Graduate: | 384 |
| Articulation Options  | This qualification offers vertical articulation into Advanced Diploma in Logistics Management or BTech. Logistics Management. |

**Academic Structure: Diploma in Logistics Management**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2BTL101 | Mathematics for Transport and Logistics | 2BTL132 | Marketing |
| 2BTL111 | Economics for Transport and Logistics  | 2BTL112 | Practical Accounting |
| 2BTL121 | End User Computing  | 2BTL122 | Business Management |
| 2ATL131 | Business Language 1A | 2ATL132 | Business Language 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2BLM201 | Purchasing Management  | 2BLM202 | Costing for Transportation  |
| 2BLM211 | Financial Management | 2BTL222 | Commercial Law |
| 2BTL201 | Logistics 2A | 2BTL202 | Logistics 2B |
| 2BTL211 | Research Methods  | 2BTL212 | Managerial Problem Solving Techniques |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2BTL301 | Logistics 3A | 2BTL302 | Logistics 3B |
| 2BLM301 | Project Management | 2BLM302 | Production Planning and Control  |
| 2BTL311 | International Business  | 2BLM312 | Practical: Logistics 3A (32 credits) |
| 2BTL321 | Risk Management | 2BLM322 | Practical: Logistics 3B (32 credits) |

### Diploma in Transport Management (2BTM01)

### Purpose

This qualification is aimed at producing entry-level employees who intend to pursue careers in the field of Transport and Supply Chain Management. Successful students will be qualified to work in a Transportation related business operation with the following career paths - Road Transport Operations - National and International, Municipal Transport Department/Manager, Transportation Projects Manager, In-house Transport Manager for Organisations, Logistics Service Providers, Warehousing and Distribution, Supply Chain Management, Clearing and Forwarding, Export and Import Trade.

### Diploma in Transport Management: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Qualification: | Diploma in Transport Management |
| Majors: | Risk Management, Logistics 2A, 2B, 3A, 3B, International Business, Research Methods, Managerial Problem Solving Techniques, Commercial Law, Transportation 2A, 2B, 3A, 3B, Transport field Specialization, Practical Logistics 3A, 3B |
| Abbreviation: | Diploma in Transport Management |
| UNIZULU Code: | 79266 |
| SAQA ID | 2BTM01 |
| NQF EXIT Level: | 6 |
| Minimum Duration of Studies: | 3 Years |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Total Credits to Graduate: | 384 |
| Articulation Options  | This qualification offers vertical articulation into Advanced Diploma in Transport Management. |

**Academic Structure: Diploma in Transport Management**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2BTL101 | Mathematics for Transport and Logistics | 2BTL132 | Marketing |
| 2BTL111 | Economics for Transport and Logistics  | 2BTL112 | Practical Accounting |
| 2BTL121 | End User Computing  | 2BTL122 | Business Management |
| 2ATL131 | Business Language 1A | 2ATL132 | Business Language 1B |
| **YEAR 2** |
| **First Semester** | **Second Semester** |
| 2BTM201 | Transportation 2A  | 2BTM202 | Transportation 2B  |
| 2BTM211 | Transport Field Specialization | 2BTL222 | Commercial Law |
| 2BTL201 | Logistics 2A | 2BTL202 | Logistics 2B |
| 2BTL211 | Research Methods  | 2BTL212 | Managerial Problem Solving Techniques |
| **YEAR 3** |
| **First Semester** | **Second Semester** |
| 2BTM301 | Transportation 3A | 2BTM302 | Transportation 3B |
| 2BTL301 | Logistics 3A | 2BTL302 | Logistics 3B |
| 2BTL311 | International Business  | 2BTM312 | Practical: Transportation 3A (32 credits) |
| 2BTL321 | Risk Management | 2BTM322 | Practical: Transportation 3B (32 credits) |

### Advanced Certificate in Accountancy (2AACR1)

### Purpose:

This is a 1-year qualification consisting of 9 modules. The total credit value for this qualification is 120. This qualification is aimed at producing people capable of performing activities in the following areas: Accounting assistants and junior bookkeepers and accounting technicians.

**Students aspiring to enter this qualification must be in possession of a Higher Certificate in Accountancy (NQF entry level 5).**

### Advanced Certificate in Accountancy: General Information

|  |  |
| --- | --- |
| Faculty: | Commerce, Administration and Law |
| Qualification: | Advanced Certificate in Accountancy |
| Majors: | Auditing, Financial AccountingManagement Accounting, Taxation |
| Abbreviation: | Advanced Certificate in Accountancy |
| UNIZULU Code: | 2AACR1 |
| SAQA ID | 101812  |
| NQF EXIT Level: | 6 |
| Minimum Duration of Studies: | 1 Year |
| Presentation Mode of Modules: | Day Classes |
| Intake for the Qualiﬁcation: | January |
| Registration Cycle for the Modules: | January |
| Total Credits to Graduate: | 120 |
| Articulation Options  | This qualification offers vertical articulation into a BCom programme offered at the Kwadlangezwa Campus of the University of Zululand. |

**Academic Structure: Advanced Certificate in Accountancy**

###

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Module Name** | **Module Code** | **Module Name** |
| **YEAR 1** |
| **First Semester** | **Second Semester** |
| 2AAU111 | Auditing 1.1.  | 2AAU112 | Auditing 1.2 |
| 2CAC201 | Financial Accounting 2A. | 2CAC202 | Financial Accounting 2B |
| 2AMA201 | Management Accounting 2A.  | 2AMA202 | Management Accounting 2B  |
| 2CTA201 | Taxation | 2APA112 | Introduction to Pastel |
|  |  | 2ACP112 | Commerce in Practice |

### 11.3 ALPHABETIC MODULE DESCRIPTIONS FOR CERTIFCATES AND DIPLOMAS

|  |
| --- |
| **Higher Certificate in Accountancy** |
| **MODULE****CODE** | **MODULE** **NAME** | **MODULE DESCRIPTION** |
| **2CAC101/****CCAC101** | Financial Accounting 1A | At the end of the course, students should have developed the necessary skills to understand the business cycle and various decisions taken in a business; record and interpret financial transactions; prepare financial statements as well as relate underlying accounting assumptions and concepts to current practice. Students are expected to develop the ability to record all routine transactions including the Cash book in accordance with the VAT Act requirements.  |
| **2CAC102/****CCAC101** | Financial Accounting 1B | This module discusses the basic disclosure of assets; liabilities and the various forms of equity in sole traders, partnerships, and companies. Inventory and the recording thereof is also discussed. Cash and credit transactions are discussed and the reconciliation of bank, debtors and creditors are discussed in detail. Property, plant and equipment also form part of this curriculum. This module concludes with the discussion of partnerships. |
| **2AMA101/****CAMA101** | Management Accounting 1 | This module discusses the principles of cost classification and terminology; stock holding terms, concepts and administration of stock; remuneration systems; overhead costs and allocation rates; cost flow and manufacturing costs as well as cost-volume profit analysis is the final topic of this module. |
| **2AMS101/****CAMS101** | Management Information Systems 1A | This course introduces students to the techniques and tools of management information systems. Coverage is given to the Information System as it relates to the system’s concept and its role in an organisation, IT infrastructure with the focus on hardware and software, as well as database technologies. Students will learn social and global subjects such as ethical, legal and security issues relative to Management Information Systems. Computer literacy will be focused on Microsoft Word documents, Power Point presentations, data management using databases as well as Microsoft visio and project management  |
| **2AMS102/****CAMS102** | Management Information Systems 1B | This course is a continuation of MIS 1.1, now focusing on data communication; the Internet; E-Commerce; Global Information Systems; IS Development; Enterprise systems; Management Support Systems and a peak into the future looking at emerging trends and technologies. The technical component will be on spreadsheets and web page development. |
| **2ABU101/****CABU101** | Business Calculations | This module deals with arithmetic; decimals; percentages; ratios; algebra; indices; algebraic expressions; factorisation; transposing formula; solving equations; straight line and exponential graphs. |
| **2ALP102/****CALP102** | Legal Principles and Practices for Accountants 1 | Students will be introduced to the normative systems and sources of law. The rules relating to the Interpretation of Statutes, requirements of a valid contract, contracts of sale and purchase as well as the law of Agency will also be introduced to the students. |
| **2ABL102/****CABL102** | Business Literacy | This module covers various topics which include the theory of communication; channels of communication; adaptation and the selection of words; construction of clear sentences and paragraphs; writing for effect as well as the introduction to messages and the writing process. It also focusses on informal oral communication, public speaking and oral reporting; the introduction to communication in the workplace; techniques of cross-cultural communication; correctness of communication;technology-enabled communication and business research methods.  |

|  |
| --- |
| **Advanced Certificate in Accountancy** |
| **MODULE****CODE** | **MODULE** **NAME** | **MODULE DESCRIPTION** |
| **2CAC201/****CCAC201** | Financial Accounting 2A | This module serves to introduce students to companies, including Close corporations. Using this information as a foundation, students will learn how the financial statements and reports relevant to a company are produced. |
| **2CAC202/****CCAC202** | Financial Accounting 2B | This module introduces students to the various kinds of statements that are applicable to company accounts. The treatment of the various statements, recognition thereof and incorporation into the set of financial statements of a company will also be addressed, and students are taught how to apply these differences. |
| **2AAU111/****CAAU111** | Auditing 1.1 | The purpose of the module is to introduce students to the relevant business principles for Accounting, including internal control and professional ethics as well as the regulations set out in the *Companies Act 2008* and by the *King III Report* on corporate governance. An understanding of the role of the auditor, the audit process and the key elements that affect an audit are then built upon this course. |
| **2AAU112/****CAAU111** | Auditing 1.2 | The purpose of the module is to impart an understanding of the key business cycles which exist in most organizations, the risks faced in each cycle and the internal controls recommended to address these risks. The student is then equipped to understand the audit procedures used to gather evidence to support the assertions contained in balances and classes of transactions relevant to each cycle. |
| **2AMA201/****CAAU111** | Management Accounting 2A | The purpose of this module is to introduce and familiarise students with management and cost concepts at a more advanced level. Students will develop familiarity with and be able to use the following management concepts: costing systems (job costing and contract costing), process costing (single product and by-product), and other costing systems (standard costing, ABC, and direct and absorption costing) |

|  |  |  |
| --- | --- | --- |
| **2AMA202/****CAMA202** | Management Accounting 2B | The module introduces and familiarise students with management and cost concepts at a more advanced level. Students will learn how to work with and produce: budgets and perform the relevant associated costing tasks. |
| **2ATA201/****CAMA202** | Taxation  | The purpose of this module is to familiarize students with income tax legislation in order to equip them with the knowledge and ability needed to calculate the net normal tax liability of a natural person for a given year of assessment. |
| **2APA112/****CAMA202** | Introduction to Pastel 1 | The aim of this module is to equip students with the knowledge and skills needed to use and implement Sage Pastel Partner V14 as an example of an integrated accounting system widely used in South African business organisations. |
| **2ACP112/****CACP112** | Commerce in Practice  | This module provides students with the opportunity to apply their theoretical subject knowledge (or components thereof) to real life situations in the contact of practical learning. This subject is aligned with a practical (or practice-based) component through teaching and learning activities that bring the theory and practice together in ways meaningful to students. |
|  |  |  |
|  |
| **National Higher Certificate in Marketing** |
| **CODE** | **MODULE NAME** | **MODULE DESCRIPTION** |
| **CCAM101** | Accounting for Marketers 1A  | In this module, students learn about processing accounting information through the accounting system to an elementary balance sheet and income statement; basic disclosure of assets, liabilities as well as the various forms of equity in sole traders, partnerships and companies; manufacturing Income Statements and the determination of inventory values using arithmetic conventions. |
| **CCAM102** | Accounting for Marketers 1B | This module covers the introduction to VAT and how to prepare a cash book in accordance with VAT act requirements; introduction to employees tax and the computation of salaries and wages amounts as well as post-closing journal entries and the AFS. |
| **CCMM101** | Marketing Management 1.1 | In this module, students will learn about defining marketing and the marketing process; understanding the marketplace and consumers; marketing environment; marketing information systems; market segmentation; targeting and positioning as well as marketing strategy and planning. |
| **CCMM102** | Marketing Management 1.2 | This module provides a breakdown of the marketing elements: product strategy, pricing decisions, overview of marketing communications and distribution. |
| **CCEM101** | Economics and Management | This module covers the following topics: introduction to understanding global and domestic economics; business ownership and starting a small business as well as business management, looking at planning, organising, directing and control functions. |
| **CCPS201** | Personal Selling | Personal Selling covers the integration of sales and marketing management as well as starting with the marketing mix and role of selling. It looks at the major determinants of salesperson performance as well as prospecting techniques and sales presentations. |
| **CCCB102** | Consumer Behaviour | This module covers the basic principles of cultural influences on buying behavior; how reference groups and family influence decision making; buyer expectations and perceptions as well as the consumer decision process and social responsibility. |
| **CCMR201** | Marketing Research A | This modules looks at the nature of marketing research; processes and design; sampling and survey methods; questionnaire design; data collection as well as analysis and interpretation. |
| **CCMR202** | Marketing Research B | This module covers the practical part of marketing research. Students have to identify a marketing problem/opportunity that needs research. A research proposal will have to be prepared. The marketing research will then have to be undertaken, culminating in a final research report. |
| **CCMM201** | Marketing Management 2.1 | This module looks at the importance of strategic planning in marketing; the information needed for taking marketing decisions; how to develop a target market and applying a segmentation approach. |
| **CCIS102** | Business Information Systems 1b | In this module, students will learn how to use a slide presentation generating application package to create slide shows for presentations; use spreadsheet, database and accounting application packages to perform spreadsheet, database and accounting functions as well as integrate the use of presentation, word-processing, spreadsheet, database, accounting and e-mail packages. |
| **CCMM202** | Marketing Management 2.2 | Marketing Management 2.2 provides a more detailed look at product planning; branding and packaging decisions; distribution planning and physical distribution; wholesaling & retailing; an overview of promotion planning; advertising and publicity as well as aspects of international and electronic marketing |
| **CCBC101** | Business Calculations | This modules covers arithmetic; decimals; percentages and ratios; algebra; indices and algebraic expressions; factorisation, transposing formula and solving equations as well as straight line and exponential graphs. |
| **CCBC102** | Business Calculations | This modules covers arithmetic; decimals; percentages and ratios; algebra; indices and algebraic expressions; factorisation, transposing formula and solving equations as well as straight line and exponential graphs. |
| **CCCN101** | Communication | This course covers the theory of communication; channels of communication; adaptation and the selection of words; construction of clear sentences and paragraphs as well as writing for effect. It also covers the introduction to messages and the writing process; informal oral communication, public speaking and oral reporting; introduction to communication in the workplace; techniques of cross-cultural communication; correctness of communication, technology-enabled communication and business research methods. |
|  |
| **Diploma in Management of Co-operatives** |
| **CODE** | **MODULE NAME** | **MODULE DESCRIPTION** |
| **2CDC111/****CCDC111** | Business Calculations | This modules covers arithmetic; decimals; percentages and ratios; algebra; indices and algebraic expressions; factorisation, transposing formula and solving equations as well as straight line and exponential graphs. |
| **2CDH111/****CCDH111** | History and Principles | This module explains the historical development from a global perspective. It Looks at the nature, objectives and principles of co-operatives; describes the forms of business ownership including co-operatives and looks at the role of co-operatives in developing countries. |
| **2CDI111/****CCDI111** | Business Information Systems | This course introduces students to the techniques and tools of management information systems. Coverage is given to the Information System as it relates to the system’s concept and its role in an organisation. The course also covers IT infrastructure with a focus on hardware and software as well as database technologies. Students will learn social and global subjects such as ethical, legal and security issues relative to Management Information Systems. Computer literacy will be focused on Microsoft Word documents, Microsoft PowerPoint presentations, data management using databases as well as Microsoft vision and project management |
| **2CDD111/****CCDD111** | Business Communication | This course covers the theory of communication; channels of communication; adaptation and the selection of words; construction of clear sentences and paragraphs as well as writing for effect. It also covers the introduction to messages and the writing process; informal oral communication, public speaking and oral reporting; introduction to communication in the workplace; techniques of cross-cultural communication; correctness of communication, technology-enabled communication and business research methods. |
| **2CDM112/****CCDM112** | Management of Savings | In this module, students will learn about how to help in organising and operating financial services co-operatives, in particular Savings and Credit Cooperatives (SACCO). Students will also learn about savings mobilisation strategies; regulatory policy and legal framework for SACCO’s; credit analysis, investment analysis; cost of capital and management of SACCO’s. |
| **2CDA112/****CCDA112** | Accounting for Co-ops 1A | In this module, students learn about processing accounting information through the accounting system to an elementary balance sheet and income statement; basic disclosure of assets, liabilities as well as the various forms of equity in sole traders, partnerships and companies; manufacturing Income Statements and the determination of inventory values using arithmetic conventions. |
| **2CDB112/****CCDB112** | Business Management 1 | This module is an introduction into understanding global and domestic economics; business ownership and starting a small business; people and production as well as business management, looking at planning, organising, directing and control functions. |
| **2CDO112/****CCDO112** | Co-op Organisation and Management | This module covers approaches to co-operative promotion and organisation; roles and functions of government in co-operatives; types and functions of co-operatives; the governance structure in a co-operative; roles and responsibilities of the various groups within a co-operative as well as feasibility and business plan preparation. |
| **CCDP211/****2CDP211** | Co-op Policy Law and Regulations | This module looks at the main co-operative sectors; the development of policy regulations of co-operative policy; the registration processes of a co-operative; the constitution and functions of co-operatives; powers general meetings and management of co-operatives as well as the amalgamation, division, conversion and transfer of co-operatives. |
| **CCDR211/****2CDR211** | Research Methods | This module looks at the nature of marketing research; processes and design; sampling and survey methods; questionnaire design; data collection, analysis and interpretation as well as the compilation of a marketing research report. |
| **CCDA211/****2CDA211** | Accounting 1B | This module covers the introduction to VAT and how to prepare a cash book in accordance with VAT act requirements; introduction to employees tax and the computation of salaries and wages amounts as well as post-closing journal entries and the AFS. |
| **CCDW212/****2CDW212** | Work Integrated Learning | During this period, students have to visit and interact / work with co-operatives for three months |
| **CCDF311** | Financial Accounting | In this module, students learn about processing accounting information through the accounting system to an elementary balance sheet and income statement; basic disclosure of assets, liabilities as well as the various forms of equity in sole traders, partnerships and companies; manufacturing Income Statements and the determination of inventory values using arithmetic conventions. Students also learn about capital budgeting and cash flows; the investment process; working capital and financing decisions. |
| **CCDN311** | Co-operative Banking | The main focus of the module is the registration, constitution, functions and powers of co-operative banks and the regulatory authorities; banking services provided by co-operative banks as well as their management. |
| **CCDB311** | Business Management 2 | This module deals with ownership, management and organisation; human resources; labour management relations; the marketing process; finance and risk management; information and management decision making as well as government and world business. |
| **CCDL311** | Commercial Law for Co-ops | This module deals with contracts; sales; leases; suretyship; agency; aspects of employment and credit agreements. Various aspects of commercial law will be included, with particular emphasis on topics that have direct relevance to the establishment and continued existence of co-operatives. |
| **CCDO312** | Co-op Organisation and Management | This modules seeks to help students understand strategic and policy issues relating to an organisation; the functioning and role of co-operatives and their stakeholders; governance; leadership; business development; the role of government and development agencies in the development of co-operatives. |
| **CCDP312** | Auditing and Professional Ethics | This module will introduce students to the auditing code of professional conduct, statutory requirements and the audit process. Audit risks and evidence concepts will also be discussed. |
| **CCDR312** | Co-operative Marketing | In this module, students will learn about defining marketing and the marketing process; understanding the marketplace and consumers; the marketing environment as well as marketing information systems. They will also learn about market segmentation, targeting and positioning; the marketing strategy and planning as well as the breakdown of the marketing elements: product strategy, pricing decisions, overview of marketing communications and distribution. |
| **CCDE312** | Co-operative Education and Training | This module deals with principles and methods of co-operative education and training for members, directors, employees, interest groups and general public. Other topics include techniques of organising and conducting meetings, seminars and workshops; methods for handling adult learners as well as developing training content from needs assessments.  |