

## PROGRAMME: BACHELOR OF ADMINISTRATION HONOURS

Programme code	Degree code	Academic Plan code	Credits
B6640	66401	BC664040	128

The programme information provided here should be read in conjunction with the relevant rulebook of the Faculty of Economic and Management Sciences, and academic rules of the University of the Free State.

### Information

The Bachelor of Administration Honours Programme is a specialised programme aimed at a career in the public sector. It is structured around public administration and management, with relevant ancillary modules.

### Admission requirements

Admission to the programme is subject to approval by the departmental chair. For admission to the Bachelor of Administration Honours Programme, an applicant should have:

- Majored in public administration and management in an undergraduate programme up to a third-year level.
- A formal qualification at NQF Level 7 with an average pass mark of 65%.
- Passed a proficiency assessment at the level determined by the department.

Prospective students must apply for admission to the programme in writing before 30 September of each year, prior to registration in the following year. Applications are submitted on the university's website at <https://apply.ufs.ac.za/Application/Start>. The following documents should accompany an application.

1. Certified copy of ID/passport.
2. Academic record.
3. Evidence of your NQF level 7 qualification or equivalent programme final results on the official letterhead of the former institution.

**NB: Applications with outstanding supporting documents will be regarded as incomplete and will not be considered.**



## Curriculum

A student must be registered for a minimum of one year for the BAdmin Honours Programme. The programme comprises the following core modules.

Module name	Semester 1	Semester 2
Municipal Management	EMMA6814	
Public Policy and Service Delivery	EPAP6814	
Public Financial Administration and Management	EPAF6814	
Organisational Analysis and Intergovernmental Relations		EPAO6824
Public Human Resource Management		EPAH6824
Executive Public Management		EPAM6824
Research and Research Methodology in Public Administration	EPAR6808	
Structured module credits	48	48
Research credits	32	
<b>Total credits</b>	<b>128</b>	

## Programme inquiries

For programme-related inquiries contact the programme coordinator as per the details provided here. Alternatively, you may also contact the Head of the Department.

### Programme Coordinator

Dr Constance Motsitsi

Lecturer

Department: Public Administration and Management

Faculty of Economic and Management Sciences

Tel: 051-401 2435

Email: [MotsitsiCB@ufs.ac.za](mailto:MotsitsiCB@ufs.ac.za)

### Head of Department

Dr Maréve Biljohn

Head of Department: Public Administration and Management

Faculty of Economic and Management Sciences

Tel: 051-401 7185

Email: [BiljohnMIM@ufs.ac.za](mailto:BiljohnMIM@ufs.ac.za)

