



UNIVERSITY OF THE FREE STATE

**FACULTY OF ECONOMIC AND  
MANAGEMENT SCIENCES**  
UNDERGRADUATE PROGRAMMES

2023

QUALITY. IMPACT. CARE.

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*Inspiring excellence, transforming lives  
through quality, impact, and care.*

**Kovsie  
2B**

UNIVERSITY OF THE  
FREE STATE  
UNIVERSITEIT VAN DIE  
VRYSTAAT  
YUNIVESITHI YA  
FREISTATA



**UFS**  
STUDENT RECRUITMENT  
SERVICES

Against the background of our mission to be a dynamic, innovative, and quality-driven faculty, we cover a diverse academic spectrum, from public and private sector management to specialised training for accountants at both undergraduate and postgraduate level, and we aim to provide relevant, market-driven capacity and competence through, inter alia, research.

The development of research is crucial for the mission of the faculty and the university, namely excellence in teaching, applied research, and our contribution to social and economic development in society. All of this is founded on the creation, development, and application of knowledge – the very essence of research, discovery, and creativity. Taking cognisance of this, the Faculty of Economic and Management Sciences accepts the challenge to be relevant, yet different in a highly competitive local and global society.

So, join us in this endeavour and become part of a winning team. Please contact the faculty and we will assist you in making the right choice!

**DEAN: PROF PHILIPPE BURGER**

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Scan the QR code  
and check out the  
different careers.





## FACULTY OF ECONOMIC AND MANAGEMENT SCIENCES



First bachelor's degrees in this faculty are aimed at developing students' intellectual skills through scientific teaching and learning so that they will be thoroughly prepared for various careers in the broad field of Economics and Management. These careers are found in the private sector, certain professions, the public sector, as well as secondary and higher education.

Students may obtain first-degree qualifications in one of three teaching programmes: Private Sector Management, Public Sector Management, and Training of Accountants.

The faculty offers a number of first bachelor's degrees in the three teaching programmes. In each of these programmes, students may specialise in specific fields as indicated in brackets after the reference to the degree. The faculty is continuously supporting students to succeed in their studies through exposure to international exchange programmes, appointing excellent lecturers, and close collaboration between the private and public sector enterprises. Fulbright Scholarships were awarded to two staff members, Professors Philippe Burger and Frikkie Booysen. In addition to these successes, the faculty boasts seven NRF-rated staff members. All of the above contributes to the quality learning and teaching experience you can expect from us. It will be a privilege to be part of your academic career at Kovsies!

**For more information:**

Faculty Manager: +27 51 401 2173 | EMSadvice@ufs.ac.za

***“Only the brightest young minds can face the economics of change. In the Faculty of Economic and Management Sciences, we bring theory and practice together.”***

# WHY

# IS THE UFS YOUR BEST CHOICE ?



The University of the Free State creates **opportunities and growth** through leading learning and teaching, focused research, and impactful engagement with society. We offer world-class benefits to all individuals.



What makes us special is that our students are **holistically supported** to achieve some of the highest success rates in the country and that they are highly employable.



What's more, we produce research with industry and **social impact** and **real-world application**.



Our culture promotes **equity, ubuntu, and accountability**.



We address challenges and issues as they emerge, and we deal with them openly in a way that promotes **social justice and human rights**.



Situated in the heart of South Africa, our character of **caring and diversity** translates into an outstanding university experience.

## APPLICATION TO STUDY IN 2023

### IMPORTANT APPLICATION OPENING DATES:

Date	Programmes for which application opens
1 April 2022	Applications to study any undergraduate programme offered on the Bloemfontein and Qwaqwa Campuses in 2023
1 July 2022	Applications to study any Access Programme (AP) offered on the South Campus and the sub-regions in 2023

**careers**  
Financial Markets Practitioner Internal Auditor  
Investment Analyst Business Administrator  
Financial Accountant Human Resource Manager  
Accountant Risk Manager  
Attorney Finance Broker  
Internal Auditor Manager Entrepreneur  
Sales and Marketing Manager  
Sales and Marketing Manager External Audit Manager  
Investment Manager Marketing Strategist  
Tax Practitioner Forensic Accountant External Auditor  
Finance Manager Management Accountant

# WHAT DO YOU NEED TO STUDY AT THE UNIVERSITY OF THE FREE STATE?

For degree studies at the University of the Free State, we expect that

- you have an NSC or NCV with an endorsement that allows entrance to degree studies (bachelor's degree) or an equivalent qualification;
- you meet all the minimum admission requirements for the programme you intend to study. **Meeting the minimum admission requirements for your chosen/intended programme of study does not guarantee admission, as limited spaces are available in each programme;**
- you have a minimum level of 4 (50%) in English Home Language or English First Additional Language; and
- you must pass certain school subjects with a minimum level of achievement in order to take a certain university module. For example, you must get a minimum mark of 60% for Mathematics in Grade 12 if you plan to study BCom with specialisation in Business and Financial Analytics. Please refer to the section on the faculty-specific admission requirements, which also includes the respective compulsory subjects and achievement levels required per programme.

## HOW DO YOU APPLY?

Visit <https://apply.ufs.ac.za>. Keep your mobile phone and an active email address ready, as you require both to access and complete the online application form.

Proceed through all the steps and submit your electronic application. Make sure that you complete the application form properly, e.g., if you need on-campus residence accommodation or financial aid, indicate this in the relevant section.

Upload copies of the following in PDF or JPEG format when you apply for undergraduate studies:

- Your ID if you are a South African citizen
- Your passport if you are an international student
- Your parent's ID or passport if you are younger than 18
- Your final Grade 11 results with the school's stamp
- National Senior Certificate (NSC) or Grade 12 IEB certificate if you have already matriculated
- Your academic record, only if you are/were a student at another institution of higher learning
- USAf accreditation from the examination board for South African universities. Apply to [mb.usaf.ac.za](mailto:mb.usaf.ac.za) for conditional exemption, foreign conditional exemption, or mature age conditional exemption. A Universities South Africa (USAf) Certificate of Exemption is required if you do not have an endorsed South African Senior Certificate. If you are eligible for the certificate, but have not yet applied for it, we will assist you with the process. Therefore, you can apply before receiving the required certificate. Contact the Office for International Affairs at +27 51 401 3219 | [niemannaja@ufs.ac.za](mailto:niemannaja@ufs.ac.za) or +27 51 401 9032 | [tshabalalal@ufs.ac.za](mailto:tshabalalal@ufs.ac.za)

The online application is quick and easy – no hassle, no fuss! It has an easy and modern design and is mobile- and tablet-friendly. You can apply using any device. You can expect a quicker response time if you apply online.

**For assistance, contact:**  
+27 51 401 9666 or  
[studentadmin@ufs.ac.za](mailto:studentadmin@ufs.ac.za)



## IMPORTANT APPLICATION CLOSING DATES:

**IMPORTANT NOTICE: If your application is received after the following closing dates, it will not be considered.**

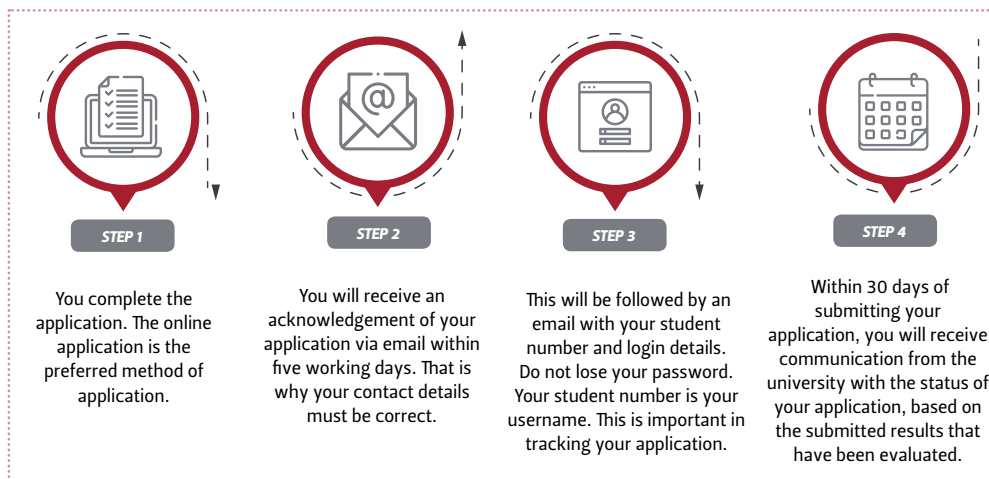
Date	Selection and non-selection programme/s for which applications close
31 May 2022	MB ChB Occupational Therapy Optometry Physiotherapy Radiation Sciences
31 July 2022	Architecture Biokinetics Dietetics Nursing Social Work Sport Coaching
31 August 2022	All Access Programmes on the South Campus and the sub-regions International undergraduate applications
1 September 2022	Fine Arts
30 September 2022	All non-selection programmes Applications from students transferring from other tertiary institutions Community Development (Qwaqwa Campus only) Construction Economics and Management (Full-time) Construction Management (Compact Learning) Drama and Theatre Arts Forensic Sciences Geology Music Physics with Engineering Sciences Quantity Surveying (Compact Learning)

### IMPORTANT INFORMATION FOR ALL STUDENTS:

- Limited space: Keep in mind that all programmes have limited space available; therefore, you are encouraged to apply as soon as possible to avoid disappointment. When we process your application for admission, we capture your details onto the UFS databases – if your details are not available, or if you have omitted it on your application form, you will not be admitted or be able to register. For this reason, it is very important to complete the application form in full and to stick to the closing dates. **Meeting the minimum admission requirements for your chosen/intended programme of study does not guarantee admission, as limited space is available in each programme.**
- **National Senior Certificate:** If you already have a National Senior Certificate (NSC), you must include a copy with your application form.
- **Application:** Make sure that you complete the application properly and attach all the required documents. An incomplete application, as well as outstanding documents, will delay your application process. Make sure that you complete the application form thoroughly, e.g., your personal details, school performance levels, the correct name of the school you are currently attending or have attended if you have already matriculated; if you need on-campus residence accommodation and/or financial aid, indicate this in the relevant section.
- **Transferring students:** If you transfer from another tertiary institution, you must include a certificate of conduct and an official study record from the previous tertiary institution with your application.
- **International students:** If you are from another country, you must attach your certified school-leaving certificate and relevant diplomas. Universities South Africa (USAf) Certificate of Exemption is required if you do not have an endorsed South African Senior Certificate.
  - You can apply at the UFS before receiving the exemption certificate from USAf.
  - If you are an international student who is currently in Grade 12, the UFS may make a conditional offer based on your final Grade 11 results.
  - If you do not have matriculation exemption, the Office for International Affairs will apply for the USAf certificate of exemption. You will have to pay the prescribed fee before the Office for International Affairs attends to the USAf exemption application. You must pay and submit the relevant documentation as soon as you receive the final Grade 12 results.

## ADMISSION TO STUDY AT THE UFS

**Academic excellence is what the UFS is about – the higher your AP score, the better your chances of being chosen and finally admitted to study. Meeting the minimum admission requirements for your chosen/intended programme of study does not guarantee selection and admission, as all programmes have a limited number of spaces available. Applicants with the highest AP scores are chosen first, and the admission continues until all spaces have been filled. If you do not meet the minimum admission requirements for your intended/chosen programme of study, you will not be selected. Consult the faculty-specific admission requirements for all the programmes you qualify for and apply for the two programmes that best fit your personality, purpose, and passion.**



You will be **CONDITIONALLY ADMITTED** based on your Grade 11 or equivalent results, subject to you meeting all the minimum requirements for the intended programme of study. Please note that conditional admission is not applicable to all the selection programmes in the Faculty of Health Sciences.

Your **FINAL ADMISSION** to the programme of your choice will depend on your final Grade 12 results. You will be notified of the university's admission decision immediately after your final Grade 12 results have been released by the Department of Education. Therefore, it is your responsibility to ensure that your contact details on your application form are correct.

### Pay attention to the following important information:

- The UFS reserves the right to change the minimum requirements of each programme or any other information without notifying you.
- There are specific admission requirements that you should meet if you want to study at any South African university. If you finished school in or after 2008 and have a National Senior Certificate (NSC), you need to have a performance level of at least 4 (50%) in four (4) of the seven (7) subjects included in your NSC subject package.
- All admission requirements apply to first-year students in 2023.
- Admission to study at the UFS is dependent on the following:
  - Your application should meet all the minimum requirements for the programme
  - The programme must have available space and capacity to admit students
  - You have to submit valid school results with your application
- Applications for all non-selection programmes close on 30 September 2022.

An admission point (AP) consisting of seven levels is used. Points will be awarded for six academic modules.

Note: No points will be awarded for achievement levels lower than 30%:

Percentage	7 (90–100%)	7 (80–89%)	6 (70–79%)	5 (60–69%)	4 (50–59%)	3 (40–49%)	2 (30–39%)
AP	8	7	6	5	4	3	2

One point is awarded for Life Orientation (LO) from achievement Level 5 (60%) or higher.

## GENERAL ADMISSION REQUIREMENTS

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For the mainstream programmes offered in the faculty, you require:

- National Senior Certificate
- Minimum AP of at least 28
- Language of instruction on minimum Level 4 (50%)

## CONFIDENTIALITY CLAUSE

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The UFS confirms that all personal information provided on your application form will be treated confidentially and will not be sold to a third party or used for commercial or related purposes.

The UFS further confirms that your personal information will only be used for purposes relating to your potential relationship with the UFS as a student, including, but not limited to the processing of your application to study at the UFS, effecting registration at the UFS, and for any communication purposes related to your application and/or registration to study at the UFS.

## DISCLAIMER – IMPORTANT NOTICE

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Kindly take note that this faculty programme booklet is aimed at prospective undergraduate students wishing to apply for a place at the University of the Free State (**UFS**) and who wish to start their studies at the UFS during the 2023 academic year. The faculty programme booklet accordingly describes and outlines the programmes and services offered by the UFS, as well as the minimum admission requirements for each programme, but must be read in conjunction with the policies, rules, and regulations of the UFS (as may be amended from time to time). In order to be considered for selection in a programme, an applicant is required to comply with the programme's minimum admission criteria in respect of the total AP score, subject-specific requirements (as determined per programme), and faculty/department-specific requirements. However, due to limited space, fulfilling all the minimum entry (admission) requirements does not guarantee acceptance to study at the UFS, or admission to any particular programme offered by the UFS.

The UFS makes every effort to ensure that the information provided in this faculty programme booklet is accurate and up to date at the time of going to press. However, it may be necessary for the UFS to make some changes to the information presented in the faculty programme booklet following publication – for example, where it is necessary to reflect changes in policy, practice, or theory, or if an accrediting body necessitates requirements to be amended. Furthermore, certain programmes may only be offered if there are a sufficient number of applicants.

The UFS undertakes to implement all reasonable steps to provide the services (including, but not limited to, presentation of the programmes) described in the faculty programme booklet. However, it does not guarantee the provision of such services or the presentation of any or all programmes described herein. Should circumstances beyond the control of the UFS interfere with its ability to provide the services or presentation of any programme described herein, the UFS undertakes to use all reasonable measures to minimise any disruption to the services.

Furthermore, the UFS reserves the right to make amendments to admission requirements if and when necessary. It reserves the right to withdraw, wholly or in part, the delivery of programmes. Applicants and students in affected programmes will be informed before the commencement of their studies for the academic year concerned.



## ABBREVIATIONS

From this point forward, we will use these abbreviations instead of the full terms:

- **NSC:** National Senior Certificate
- **AL:** Academic Literacy Test (NBT)
- **AP:** Admission Point
- **QL:** Quantitative Literacy Test (NBT)
- **BC:** Bloemfontein Campus
- **MT:** Mathematics Test (NBT)
- **QC:** Qwaqwa Campus
- **N/A:** Not applicable
- **SC:** South Campus

**Note: The curricula of certain programmes are subject to change. Kindly study the faculty's 2023 Rulebook as the final source of programme and curriculum information.**

The Faculty of Economic and Management Sciences offers programmes on all three UFS campuses, i.e., the Bloemfontein, South, and Qwaqwa Campuses.

## EXTENDED CURRICULUM PROGRAMMES

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Prospective students who do not meet the minimum requirements to enrol for the above mainstream programmes, will be placed in the Extended Curriculum Programme (ECP) for BCom and BAdmin. Placement is subject to the availability of space.

The ECP is designed to equip students who do not meet the minimum requirements with the necessary competencies to be successful in their studies. Academic support and skills development are integrated with regular academic work. To be considered for placement in the ECP, prospective students have to apply for the mainstream programmes. Contact the faculty for more information on the study period and the curricula.

## PROGRAMMES IN PRIVATE SECTOR MANAGEMENT

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Qualifications in Private Sector Management are offered in various fields of specialisation. All of these are accommodated within the Bachelor of Commerce (BCom) degree. This is a highly acclaimed and comprehensive basic degree in management and is aimed at careers in the fields of Economics and Management, particularly in the private sector, academic careers at universities and universities of technology, as well as teaching.

The Department of Economics and Finance has a proud history of UFS graduates accepted into the South African Reserve Bank's Graduate Development Programme. Several of our students have finished top of the class in the past five years.

Our graduates are employed by major local and international banks, the JSE, National Treasury, and the South African Reserve Bank.

A study done by Glacier (Sanlam) in 2018 on the performance of South African fund managers, revealed that the top performing fund managers over a running average of five years are former undergraduate students from the Department of Economics and Finance. In an attempt to understand South Africa's fund managers, the study found that although 2% of the top-performing fund managers hailed from the UFS, "the highest average performance over five years [for all fund managers] was generated by fund managers who attended the UFS [of 13,25%]". The Department of Economics and Finance contributes some of the best-trained graduates to the overall pool of fund managers. This confirms that the theoretical and practical training offered by the Department of Economics and Finance are exceptionally high.

**THE FOLLOWING PROGRAMMES ARE PRESENTED ON THE BLOEMFONTEIN CAMPUS:**

***Bachelor of Commerce (BCom)***

Programme Description		Minimum Admission Requirements				
Programme	Academic Plan Code	AP	English	Mathematics	Compulsory NBT	Campus
BCom	BC630000	28	4 (50%)	4 (50%)	AL, QL, MT	BC
BCom with specialisation in Economics	BC630020	28	4 (50%)	4 (50%)	AL, QL, MT	BC
BCom with specialisation in Investment Management and Banking	BC630021	28	4 (50%)	4 (50%)	AL, QL, MT	BC
BCom with specialisation in Business and Financial Analytics	BC638080	34	4 (50%)	5 (60%)	AL, QL, MT	BC
BCom with specialisation in Marketing	BC630010	28	4 (50%)	3 (40%)	AL, QL, MT	BC
BCom with specialisation in Business Management	BC630011	28	4 (50%)	3 (40%)	AL, QL, MT	BC
BCom with specialisation in Human Resource Management	BC630030	28	4 (50%)	3 (40%)	AL, QL, MT	BC
BCom (Law)	BC637070	33	4 (50%)	4 (50%)	AL, QL, MT	BC

**THE FOLLOWING PROGRAMMES ARE PRESENTED ON THE QWAQWA CAMPUS:**

Programme Description		Minimum Admission Requirements				
Programme	Academic Plan Code	AP	English	Mathematics	Compulsory NBT	Campus
BCom with specialisation in General Management	QC630001	28	4 (50%)	4 (50%)	AL, QL, MT	QC

**FIRST-YEAR MODULES/SUBJECTS**

***BCom***

- This is the general BCom option and is ideally suited for anyone who requires a basic degree in general management, but does not wish to specialise in a specific field.
- The student is therefore prepared for various careers in this broad field.
- Specialisation may then follow at postgraduate level, if required.

First academic year (compulsory modules)	
Business functions	Introduction to macroeconomics
Economic systems and basic microeconomics	Business dynamics
Accounting	General management
Quantitative methods for business	UFSS1504
Academic literacy	

Second academic year (compulsory modules)	
Introduction to human resource management	Introduction to individual differences
Microeconomics	Macroeconomics
Accounting	Career psychology
Managerial accounting	Labour relations management
Third academic year (compulsory modules)	
Strategic management	Entrepreneurship
International economics	Small business management
Personal finance	South African macroeconomic policy issues
Choose one subject field from:	
Accounting	Statistics for economics and introduction to mathematical economics
Performance management and organisational psychology	

### ***BCom with specialisation in Economics***

- This degree is aimed at people who wish to specialise in the field of Economics and who envisage working as an economist, economic policy analyst or forecaster, or who are interested in a career as a researcher in Economics, or as an academic economist.
- With a postgraduate qualification in Economics in particular, a student is well placed for career opportunities in these fields, especially in large business enterprises, financial institutions or the public sector.

First academic year (compulsory modules)	
Economic systems and basic microeconomics	Introduction to macroeconomics
Business functions	General management
Accounting	Business dynamics
Quantitative methods for business	UFSS1504
Academic literacy	
Second academic year (compulsory modules)	
Microeconomics	Macroeconomics
Money and interest rates	Financial markets, instruments, and institutions
Introduction to human resource management	Entrepreneurship
Introduction to individual differences	Personal finances
Third academic year (compulsory modules)	
International economics	South African macroeconomic policy issues
Statistics for economics	Introduction to mathematical economics
Investment management	Strategic management
Risk management in banking	

### ***BCom with specialisation in Investment Management and Banking***

- This degree is aimed at people who are interested in a career in the banking sector, other financial institutions, or other fields in the financial sector.
- The degree is also ideally suited for those students who wish to follow a career in the Reserve Bank (including monetary policy).
- With a postgraduate qualification in Economics, a student is well equipped for any of these career opportunities.

First academic year (compulsory modules)	
Economic systems and basic microeconomics	Quantitative methods for business
Business functions	General management
Introduction to macroeconomics	UFSS1504
Accounting	
Academic literacy	
Second academic year (compulsory modules)	
Microeconomics	Macroeconomics
Introduction to human resource management	Entrepreneurship
Business ethics	Financial markets, instruments, and institutions
Personal finance	Money and interest rates
Introduction to individual differences	
Third academic year (compulsory modules)	
International economics	Investment management
South African macroeconomic policy issues	Managerial finance
Introduction to mathematical economics	Taxation
Risk management in banking	Statistics for economics

### ***BCom with specialisation in Marketing***

- This degree is the ideal choice for students who wish to embark upon careers in the world of marketing management and international marketing.
- A subsequent postgraduate qualification in Marketing Management offers good preparation for a career in the private sector.

Please note that the programme's curriculum is subject to change.

First academic year (compulsory modules)	
General management	Introduction to marketing
Business functions	Introduction to information systems
Basic financial management	Marketing communication
Quantitative methods for business	UFSS1504
Academic literacy	Systems infrastructure or brand communication
Second academic year (compulsory modules)	
Personal selling	Strategic management
Supply chain management	Economic systems and basic microeconomics
Introduction to macroeconomics	Accounting
Labour relations management	Personal finance
Third academic year (compulsory modules)	
Digital marketing	Strategic marketing
Integrated marketing communication	Relationship marketing
Microeconomics	Macroeconomics
Entrepreneurship	Market research

## ***BCom with specialisation in Business Management***

- This degree is ideally suited for students who wish to embark upon careers in the world of entrepreneurship and starting a new business.
- A postgraduate qualification in Business Management offers good preparation for a career in the private sector.

Please note that the programme's curriculum is subject to change.

<b>First academic year (compulsory modules)</b>	
Business functions	General management
Business dynamics	Commercial law
Quantitative methods for business	Introduction to individual differences
UFSS1504	Academic literacy
<b>Second academic year (compulsory modules)</b>	
Innovation management	Entrepreneurship
Accounting	Career psychology
Labour relations management	Small business management
<b>Third academic year (compulsory modules)</b>	
Strategic marketing	Strategic management
Digital marketing	Microeconomics
Macroeconomics	Performance management
Organisational psychology	Personal finance

## ***BCom with specialisation in Business and Financial Analytics***

The focus of this programme is on the integration of quantitative methods for business (including Statistics), computer literacy, and computer-based business-orientated skills (such as Databases and Database Management Sciences) with the more traditional and foundational business education (i.e., Economics, Accounting, Business Management). This will allow graduates to function in a business environment where quantitative business skills and computer literacy are invaluable.

<b>First academic year (compulsory modules)</b>	
Economics systems and basic microeconomics	Programming and problem solving
Business dynamics	Introduction to statistics
Accounting	Introduction to macroeconomics
Calculus	Academic literacy
Computer literacy	UFSS1504
<b>Second academic year (compulsory modules)</b>	
Microeconomics	Macroeconomics
Money and interest rates	Financial instruments, markets, and institutions
Multiple regression analysis and time series analysis	General management
Introduction to databases and database management systems	Multiple regression: Variance and time series analysis
<b>Third academic year (compulsory modules)</b>	
Investment management	Risk management in banking
Strategic management	Data analytics for business
Introduction to data analytics for business	
Accounting	

## ***BCom with specialisation in Human Resource Management***

- This option is ideally suited for anyone who wishes to enter a career in human resource management, marketing, labour relations or organisational development.
- Postgraduate qualifications in Industrial Psychology allow students to further specialise in Career Psychology, Labour Relations or Human Resource Management.

<b>First academic year (compulsory modules)</b>	
Introduction to human resource management	Introduction to individual differences
Psychology	Personal finance
Business calculations	UFSS1504
Academic literacy	
<b>Second academic year (compulsory modules)</b>	
Career psychology	Psychology
Labour relations management	Personal finance
General management	Business dynamics
Economics or accounting	Quantitative methods for business
<b>Third academic year (compulsory modules)</b>	
Organisational psychology	Applied research for human resource management and introduction to individual differences
Strategic management	Training management
Psychology	Performance management

## ***BCom (Law)***

- This degree is aimed at students who intend to follow a career in law, and who wish to equip themselves as attorneys, advocates or legal advisers at financial institutions and other business enterprises.
- This qualification is also for students who wish to follow careers in the business world and who wish to equip themselves with a basic knowledge of the law.
- An excellent option is to proceed from this degree to LLB studies.

Please note that the programme's curriculum is subject to change.

<b>First academic year (compulsory modules)</b>	
Economic systems and basic microeconomics	Introduction to macroeconomics
Legal foundations of SA law	Academic literacy
Accounting and accounting for the legal profession	Constitutional law
UFSS 1504	Law of persons
Business functions	Business dynamics
	General management
<b>Second academic year (compulsory modules)</b>	
Microeconomics	Consumer protection and credit law
Criminal law	Accounting
Macroeconomics	Family law
Labour law	English for law
Law of contract	Personal finance

Third academic year (compulsory modules)	
Law of delict	Entrepreneurship
Law of succession and administration	Strategic management and small business management <b>OR</b> International economics and South African macroeconomic policy issues <b>OR</b> Accounting
Law of business entities	Law of civil procedure
Law of things	Law of evidence

## PROGRAMMES IN PUBLIC SECTOR MANAGEMENT

The faculty continuously strives to align theory with practice. The majority of academics in the Department of Public Sector Management have work experience in the public sector and are therefore experienced in the practice as well as the theory of the discipline.

We keep classroom activities and discussions exciting and meaningful. Current public administration practitioners, such as representatives from the Independent Electoral Commission (IEC), Mangaung Metropolitan Municipality, Free State Legislature, Public Protector, ESKOM as well as the Public Service Commission, often present guest lectures to our students. This means that Public Administration students are regularly exposed to not only the best academics, but also practitioners in the discipline.

**Possible career opportunities:** National government, provincial government, local government, state corporations.

### THE BAdmin PROGRAMME IS PRESENTED ON THE BLOEMFONTEIN CAMPUS AND ON THE QWAQWA CAMPUS

*Public Sector Management: Bachelor of Administration (BAdmin)*

Programme Description		Minimum Admission Requirements			
Programme	Academic Plan Code	AP	English	Compulsory NBT	Campus
BAdmin	BC634040 QC634040	28	4 (50%)	AL, QL	BC QC

## FIRST-YEAR MODULES/SUBJECTS

### *BAdmin*

The BAdmin degree is a specialised degree aimed at a career in the public sector, parastatal institutions, and non-governmental organisations. It is structured around Public Management and Municipal Management, with a choice of relevant ancillary modules.

First academic year (compulsory modules)	
Public administration and management theories	Public administration and management in action
Human resource management for the public sector	UFSS1504
Introduction to human resource management	Introduction to individual differences
Calculations for public managers	Political science
Academic literacy	

Second academic year (compulsory modules)	
Micro- and macro-organisational analysis	Introduction to South African local government
Monitoring and evaluation in the public sector	Supply chain management
Personal finance	The local government policy and legislative environment
Choose one subject field from:	
Career psychology and labour relations management OR Political science (two modules)	
Third academic year (compulsory modules)	
Public financial management	Municipal finances
Contemporary issues in local government	Public policy administration and management
Public administration and management law	
Choose one subject field from:	
Political science OR Organisational psychology and performance management	

## PROGRAMMES IN THE TRAINING OF ACCOUNTANTS

The SA Institute of Chartered Accountants (SAICA) has awarded the UFS BAcc programme the highest possible rating. The other Accountancy programmes are accredited by the SA Institute of Professional Accountants, the Association of Chartered Certified Accountants, and the Chartered Institute of Management Accountants – all the leading professional accounting bodies operating in South Africa. Our staff maintains close links with these professional bodies and with professional service firms, which facilitate the relevance of our qualifications and the employability of our graduates.

Our unique INTRABAS programme aims to further enhance the pass rates and employability of our Accounting graduates through interventions such as small-group discussions and mentoring, soft-skills workshops, guest speakers from the industry and the profession, and direct workplace exposure.

**Possible career opportunities:** Commercial and financial accountant, chartered accountant, credit manager, tax consultant/specialist, financial manager, economist, bookkeeper.

Qualifications in Accounting can be obtained in the following Bachelor of Accounting (BAcc) or BCom (Accounting) degrees.

Programme Description			Minimum Admission Requirements			
Programme	Academic Plan Code	AP	English	Mathematics	Compulsory NBT	Campus
BAcc	BC636060	34	4 (50%)	5 (60%)	AL, QL, MT	BC
The BAcc degree is aimed at those aspiring to be chartered accountants (SA). Students must pass the EFIN1614 module in order to continue with the EFIN1624 module and the BAcc programme in the second semester. If a student fails to do so, he/she will be converted to the BCom (Accounting) programme in the second semester.						
BCom (Accounting)	BC635050	28	4 (50%)	4 (50%)	AL, QL, MT	BC
The BCom (Accounting) degree is aimed at the general accountancy professions (including SAIPA, ACCA, and CIMA). Students who complete the BCom (Accounting) degree and still wish to pursue the chartered accountancy route, will first have to complete the PGDip (GA) or BComHons (Acc) – whereafter they will be eligible to register for the PGDip (CA) or BAcc Honours.						



## FIRST-YEAR MODULES/SUBJECTS

### **BAcc**

- The BAcc degree is designed for students who wish to qualify as chartered accountants (CA).
- This degree is followed by a BAcc Honours degree, after which students can proceed with the external professional examinations of SAICA, which lead to registration as a CA.
- Subsequent postgraduate qualifications are also available in Taxation or Management Accounting.

<b>First academic year (compulsory modules)</b>	
Financial accounting	Commercial law
Economic systems and basic microeconomics	Introduction to macroeconomics
General management	Information and digital environment accounting
Quantitative methods for business	Business functions
Academic literacy	UFSS1504
<b>Second academic year (compulsory modules)</b>	
Financial accounting	Taxation
Managerial accounting	Accountancy environment
Strategic management	Managerial finance
Auditing and corporate governance	Business ethics
<b>Third academic year (compulsory modules)</b>	
Financial accounting	Auditing and corporate governance
Managerial accounting and financial management	Taxation

### **BCom (Accounting)**

- BCom (Accounting) focuses on the profession of commercial and financial accountant (CFA).
- Students who wish to become chartered accountants must register for the BAcc degree.
- Subsequent postgraduate qualifications are also available in Taxation or Management Accounting.

<b>First academic year (compulsory modules)</b>	
Accounting	Introduction to macroeconomics
Economic systems and basic microeconomics	General management
Quantitative methods for business	Business functions
Academic literacy	UFSS1504
<b>Second academic year (compulsory modules)</b>	
Accounting	Business ethics
Commercial law	Taxation
Accounting environment	Information and digital environment for accounting
Managerial accounting	
<b>Third academic year (compulsory modules)</b>	
Accounting	Taxation
Managerial accounting	Accountancy environment
Strategic management	Managerial finance
Auditing and corporate governance	

## ACCESS PROGRAMMES (AP)

The faculty offers both Higher Certificates and University Preparation Programmes within the AP.

### HIGHER CERTIFICATES

The Higher Certificates in Economic and Management Sciences (EMS) Foundation Development and Access will specifically focus, apart from the foundational subjects, on introductory knowledge in terms of various fields of studies in Human Resource Management, Business Management, Public Administration, and Political Science, depending on the electives chosen. This HCert (EMS Foundation Development and Access) addresses the post-school education and training needs of many deserving students who might not meet the current minimum requirements for entry into university studies.

After successful completion of the HCert (EMS Foundation Development and Access), students may articulate vertically to a cognate Advanced Certificate or Diploma at NQF Level 6 or a bachelor's degree such as the BCom or BAdmin (NQF Level 7) for which this HCert offers a foundational grounding.

Programme Description		Minimum Admission Requirements			
Programme	Academic Plan Code	AP	English	Mathematics	Campus
Higher Certificate in Economic and Management Sciences: Commerce	LC610000	18	3 (40%)	2 (30%)	SC, QC
Higher Certificate in Economic and Management Sciences: Administration	LC614000	18	3 (40%)		SC, QC

### UNIVERSITY PREPARATION PROGRAMME (UPP)

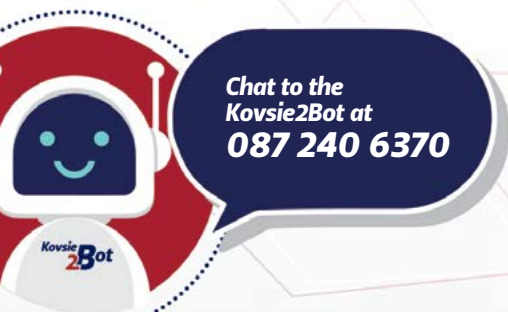
**For more information, or to apply for the programme, contact:**

Ms Lydia Moilwa: +27 51 505 1201/1362 | F: +27 51 505 1205 | [accessinfo@ufs.ac.za](mailto:accessinfo@ufs.ac.za)

Ms Elsa van Staden: +27 51 505 1200 | [accessinfo@ufs.ac.za](mailto:accessinfo@ufs.ac.za)

Programme Description		Minimum Admission Requirements			
Programme options	Academic Plan Code	AP	English	Mathematics	Site
BCom with specialisation in General Management	6002	20	3 (40%)	3 (40%)	Oudtshoorn
BAdmin	6009	20	3 (40%)		Oudtshoorn

**The writing of the compulsory National Benchmark Tests is not applicable.**



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# EXCITING OPPORTUNITY!

If you have passed Mathematical Literacy on NSC level, but want to study a programme in the Faculty of Economic and Management Sciences, do not despair! The faculty offers a Mathematical intervention course to help you obtain access to study a BCom degree.

**Enquiries:**

Reabetswe Parkies: +27 51 401 3819 or parkiesrg@ufs.ac.za for more details on the Mathematical intervention courses, admission requirements, and fees.



## IMPORTANT

Admission to the Mathematical intervention course depends on available space and whether you meet the minimum admission requirements.

### FOR ENQUIRIES ABOUT ANY OF THE PROGRAMMES, CONTACT:

**THE FACULTY MANAGER:** +27 51 401 2173 | EMSadvice@ufs.ac.za

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This publication was compiled and produced by the Department of Student Recruitment Services at the University of the Free State, Wekkie Saayman Building, Corner of Rector and Graduandi Avenues, University of the Free State, Bloemfontein, 9301



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