

2025 Rule Book



Faculty of Economic and Management Sciences



T: +27 51 401 3825 | E: EMSadvice@ufs.ac.za | www.ufs.ac.za

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UNIVERSITY OF THE
FREE STATE
UNIVERSITEIT VAN DIE
VRYSTAAT
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FREISTATA



UFS
ECONOMIC AND
MANAGEMENT SCIENCES



171 Flippie Groenewoud Building

T: +27 51 401 3825

E: EMSadvice@ufs.ac.za

“

*Success is not the key to happiness.
Happiness is the key to success.
If you love what you are doing,
you will be successful.*

ALBERT SCHWEITZER



ECONOMIC AND
MANAGEMENT SCIENCES

UFS

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UNDERGRADUATE PROGRAMMES



UNDERGRADUATE PROGRAMMES

GENERAL ORIENTATION

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

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

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

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

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

The General Academic Rules contain basic information such as the following:

- Student registration, module modifications, simultaneous registration, curriculum compilation, duration of studies, preconditions, and acknowledgement of modules passed at other institutions.
- Semester and year marks; requirements for passing; programme with distinction; re-admission and exclusion of a student; supplementary examinations; arrangements for examination venues; incorrect reading of examination timetable; marks and final results.
- From 2024 onwards, the following applies to examination opportunities:
 - ♦ Once admission to the examination has been granted, participation in the main mid-year examination (for first-semester modules) and main end-of-year examination (for year modules and second-semester modules) is compulsory.
 - ♦ The "supplementary examination" includes reassessments, improvement of marks, *ad hoc* examinations and special examinations.
 - ♦ Only students who:
 - as a result of justified extraordinary circumstances, are unable to write the main examination and are granted a supplementary examination (after following the prescribed process), or
 - qualify for a "supplementary examination" in terms of the UFS General Rules will be able to write a further examination on the date scheduled for the "supplementary examination".

- ♦ Only two examinations (main and supplementary) are scheduled for each module, and no further examination opportunities will be provided. The supplementary examination exists specifically as the final examination opportunity.
- ♦ Students who are unable to write the main examination for valid reasons (justified extraordinary circumstances) could be allowed to undertake the supplementary exam subject to approval by the Exam Division, **with no subsequent examination opportunities provided.**
- ♦ Students who qualify for a “supplementary examination” in terms of the UFS General Rules will not be eligible to write a further “special examination”.
- The National Benchmark Test (NBT) is compulsory for all prospective first-year students at the UFS who have applied for UFS studies.
- All extended curriculum programme students will be registered (during formal registration) for the applicable literacy (CALE1508) and Mathematics Development module(s) (MTDE1508) for the BAdmin extended curriculum programme and MATD1554 and MATD1544 for the BCom extended curriculum programme regardless of the NBTs score.

Faculty Rules are described in this publication. These rules apply specifically to the programmes in this faculty.

- Each rule pertaining to curriculum is indicated by the letter “F” followed by a number, e.g. “Rule F1”, “Rule F2”, etc.
- Other rules pertaining to EMS students are indicated by the letters “EMS” followed by a number, e.g. “Rule EMS 1”, “Rule EMS 2”, etc.

EMS 1: SUMMATIVE ASSESSMENTS OTHER THAN EXAMINATIONS

If a student has only one (1) module outstanding to obtain a qualification and this module is assessed only by examination of a project, a portfolio, essay or research report, the student may (as the final opportunity) resubmit the improved work for assessment if the final mark for this module (in the final year of study) is between 45% and 49%, provided that this takes place before the due dates as determined by the UFS. This also applies to modules following a continuous assessment approach.





BACHELOR'S DEGREE PROGRAMMES

BACHELOR'S DEGREE PROGRAMMES

INFORMATION

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

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

- Private Sector Management;
- Public Sector Management; and
- Accountancy.

These programmes will not be offered if, at the sole discretion of the University of the Free State, a sufficient number of enrolments cannot be secured to render the programme viable.

The UFSS1504 module is an institutional module offered under the aegis of the Centre for Teaching and Learning. The module UFSS1504 is a compulsory module for an undergraduate degree or diploma qualification. Students register for the module in their first year of registration except for students in the extended curriculum programmes who register for the module in their first year of registration at the Bloemfontein Campus, i.e. the second year of the extended curriculum programme.

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



Enterprising your Degree

EDED3712/3722 is the ePortfolio Development: Enterprising your Degree module available for final-year undergraduate students and postgraduate students. The aim of this module is to enhance your employability by teaching you to take stock of the skills and attributes that you have acquired during your studies and articulate that in an ePortfolio that would help you market your skills, network, and apply for work. Students who register for this module will develop the digital skills to engage on LinkedIn, populate a website, and develop a future work plan to turn their skill set into a career. EDED3712/3722 is a semester-long 8-credit module. If you register for this module, it will be in addition to your degree credits and will not weigh towards the required number of credits for graduation.



Conversational language modules

Students are encouraged to enrol for one of the available conversational language modules for enrichment purposes. These modules do not form part of formal curricula and will not have an influence on graduation. These modules can be one of the following: GAFO (Afrikaans) 3512 or 3522; SICO (Sign language) 3512 or 3522; SSCO (Sesotho) 3512 or 3522; ZUCO (IsiZulu) 3512 or 3522.

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

PRIVATE SECTOR ADMINISTRATION AND MANAGEMENT

BACHELOR OF COMMERCE PROGRAMMES

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Bachelor of Commerce	BCom	B6300	63001	BC630000	111814
Bachelor of Commerce with specialisation in Economics	BCom with specialisation in Economics	B6300	63001	BC630020	111814
Bachelor of Commerce with specialisation in Business and Financial Analytics	BCom with specialisation in Business and Financial Analytics	B6300	63001	BC638080	111814
Bachelor of Commerce with specialisation in Business Management	BCom with specialisation in Business Management	B6300	63001	BC630012	111814
Bachelor of Commerce with specialisation in Human Resource Management	BCom with specialisation in Human Resource Management	B6300	63001	BC630030	111814
Bachelor of Commerce with specialisation in Finance	BCom with specialisation in Finance	B6300	63001	BC630025	111814
Bachelor of Commerce in Law	BCom (Law)	B6370	63701	BC637070	111833
Bachelor of Commerce with specialisation in Marketing	BCom with specialisation in Marketing	B6300	63001	BC630010	111814
Bachelor of Commerce*	BCom*	B63E3	63001	BC6300E3	111814
¹ Bachelor of Commerce with specialisation in Management	BCom with specialisation in Management	Q6300	63001	QC630001	111814
¹ Bachelor of Commerce with specialisation in Management	BCom with specialisation in Management*	Q63E2	63001	QC6300E2	111814

*Extended curriculum programme

¹ Programmes offered on the UFS Qwaqwa campus

PUBLIC SECTOR ADMINISTRATION AND MANAGEMENT

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Bachelor of Administration	BAdmin	B6340	63401	BC634040	112105
Bachelor of Administration*	BAdmin*	B63E1	63401	BC6340E1	112105
¹ Bachelor of Administration	BAdmin	Q6340	63401	QC634040	112105
¹ Bachelor of Administration*	BAdmin*	Q63E1	63401	QC6340E1	112105

*Extended curriculum programme

¹ Programmes offered on the UFS Qwaqwa campus

ACCOUNTANCY

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Bachelor of Accounting	BAcc	B6360	63601	BC636060	112101
Bachelor of Commerce in Accounting	BCom (Accounting)	B6350	63501	BC635050	111827
Bachelor of Commerce in Accounting*	BCom (Accounting)*	B63E5	63001	BC6300E5	111827

*Extended curriculum programme

FACULTY GENERAL ADMISSION REQUIREMENTS

Academic programme	Minimum Admission Point (AP) and National Senior Certificate performance levels
BCom	
BCom with specialisation in Economics	AP = 28 Mathematics = Achievement level 4 (50%) English = Achievement level 4 (50%)
BCom with specialisation in Finance	
BCom with specialisation in Management	
Bachelor of Commerce with specialisation in Business and Financial Analytics	AP = 34 Mathematics = Achievement level 5 (60%) English = Achievement level 4 (50%)
BCom with specialisation in Business Management	
BCom with specialisation in Human Resource Management	AP = 28 Mathematics = Achievement level 3 (40%) English = Achievement level 4 (50%)
BCom with specialisation in Marketing	
BCom (Law)	AP = 33 Mathematics = Achievement level 4 (50%) English = Achievement level 4 (50%)
BCom ² (Extended programme)	AP = 24 – 27 Mathematics = Achievement level 4 (50%) English = Achievement level 4 (50%)
BCom with specialisation in Management ² (Extended programme)	OR AP = 28 Mathematics = Achievement level 3 (40%) English = Achievement level 4 (50%)
BCom Accounting ² (Extended programme)	AP = 24 – 27 Mathematics = Achievement level 4 (50%) English = Achievement level 4 (50%) OR AP = 28 Mathematics = Achievement level 3 (40%) English = Achievement level 4 (50%)
BAdmin ^{2,3}	AP = 28 Mathematics = Achievement level 2 (30%) OR Mathematical Literacy = Achievement level 5 (60%) English = Achievement level 4 (50%)
BAdmin ^{2,3} (Extended programme)	AP = 24 – 27 Mathematics = Achievement level 2 (30%) OR Mathematical Literacy = Achievement level 5 (60%) English = Achievement level 4 (50%)
BAcc ⁴	AP = 34 Mathematics = Achievement level 5 (60%) English = Achievement level 4 (50%)
BCom (Accounting)	AP = 28 Mathematics = Achievement level 4 (50%) English = Achievement level 4 (50%)

Numbers refer to rules; see next page.

EMS
2

Extended programme students will not be allowed to register for the second study year curriculum should they fail any of the modules in their first year of study.

EMS
3

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

EMS
4

Students enrolled for the BAcc Degree who did not pass EFIN1608 will not be allowed to continue with the degree and will be converted to the BCom (Acc) Degree.

EMS
5

Maximum credits per academic year: Undergraduate students may not register for more than 164 credits per academic year (excluding developmental modules). A student who is registered for more than 164 core curriculum credits in a given academic year will be considered academically overloaded and the excess credits will be deregistered. This excludes students enrolled for the BAcc Degree.

EMS
6

Shelf life of modules: Academic credit earned by a student does not remain valid indefinitely. The shelf life, therefore, refers to the period during which academic credit remains valid. The shelf life of the modules in the formal programmes in the Faculty of Economic Sciences is five years unless the relevant head of the department determines otherwise.

EMS
7

Taking part in assessments: Once a student begins an assessment, that student is officially recognised as participating in an assessment opportunity. This remains applicable if the student commences the assessment while feeling emotionally or physically unwell. No additional assessment opportunities will be granted in this instance, given that participation has been recorded.

CREDIT VALUES AND NAMES OF MODULES

DEPARTMENT OF ECONOMICS AND FINANCE

Module code	Credits	Module name
EECF1614	16	Economic Systems and Basic Microeconomics
EECF1624	16	Introduction to Macroeconomics
EECF1625 ¹	20	Introduction to Macroeconomics
EECP1514	16	Economics for Public Managers
EMIC2714	16	Microeconomics
EMAC2724	16	Macroeconomics
EINT3714	16	International Economics
EECT3724	16	South African Macroeconomic Policy Issues
EECM3714	16	Introduction to Mathematical Economics
EECM3724	16	Statistics for Economics
EFEF1624	16	Personal Finance
EFES2714	16	Money and Interest Rates
EFES2724	16	Financial Instruments, Markets and Institutions
EFET3714	16	Investment Management
EFET3724	16	Risk Management in Banking
EDEV3722	8	Development Economics
ELAB3712	8	Labour Economics

¹ Only available for BAcc students.

DEPARTMENT OF BUSINESS MANAGEMENT

Module code	Credits	Module name
EBUS1514	16	Business Functions
EBMA1514	16	Introduction to Marketing
EBUS1624	16	General Management
EBUS1614	16	Business Dynamics
EBMA2624	16	Personal Selling
EFMA2614	16	Basic Financial Management
EBMA3725	20	Digital Marketing
EBMA3715	20	Strategic Marketing
EBMA3724	16	Relationship Marketing
ESBM2724	16	Small Business Management
EMAR3714	16	Market Research
EBUS2714	16	Entrepreneurship
EBUS2715	20	Strategic Management

DEPARTMENT OF INDUSTRIAL PSYCHOLOGY

Module code	Credits	Module name
EHRM1514	16	Introduction to Human Resources Management
EIOP1524	16	Introduction to Individual Differences
ECAP2614	16	Career Psychology
EIPS2624	16	Introduction to Psychometrics
ELRM2624	16	Labour Relations Management
EEBE3714	16	Business Ethics for HRM and IOP
ELED3714	16	Leadership in HR and IOP
EPFM3724	16	Performance and Talent Management
ESTT3724	16	Systems Thinking
EORG3715	20	Organisational Psychology
EARH3724	16	Applied Research for HRM and IOP

SCHOOL OF ACCOUNTANCY

Module code	Credits	Module name
EACC1614	16	Accounting
EACC1624	16	Accounting
EACC2608	32	Accounting
EACC3708	32	Accounting
EMAF2614	16	Managerial Accounting
EMNF2624	16	Managerial Finance
EFIN1608	32	Financial Accounting
EFIN2708	32	Financial Accounting
EFIN3708	32	Financial Accounting
EMAF3708	32	Managerial Accounting and Managerial Finance
EMFM2708	32	Managerial Accounting and Financial Management
EMFM3708	32	Managerial Accounting and Financial Management
EOEC2614	16	Organisational Ethics and Citizenship
EACG2708	32	Auditing and Corporate Governance
EACG3708	32	Auditing and Corporate Governance
ESVC3712	8	Sustainable Value Creation
ETXN2624	16	Taxation
ETAX2708	32	Taxation
ETXN3708	32	Taxation
ETAX3708	32	Taxation
EIDE1624	16	Information and Digital Environment for Accounting
EIDE2724	16	Information and Digital Environment for Accounting

Students who completed the BCom (Accounting) or B Accounting Degrees, without meeting the specific admission requirements for the respective honours degrees in Accounting, and who wish to repeat the third-year modules for non-degree purposes may do so with a discount of 50% for tuition fees. They must register for the 3738 module codes, e.g. EFIN3738 instead of EFIN3708.

DEPARTMENT OF PUBLIC ADMINISTRATION AND MANAGEMENT

Module code	Credits	Module name
EPAM1514	16	Public Administration and Management Theories
EPAM1624	16	Public Administration and Management in Action
EPCS1514	16	Political Environment for Civil Servants
EPAM2614	16	Micro- and Macro-organisational Analysis
EMMA2644	16	The South African Local Government Environment
EMMA3714	16	Contemporary Issues in Local Government
EPAM3714	16	Public Financial Management
EMMA3725	20	Municipal Finances
EPAM3725	20	Public Policy Administration and Management
EPAL3714	16	Public Administration and Management Law
ESCM2714	16	Supply Chain Management
ESCM2724	16	Supply Chain Management
EMEP2624	16	Monitoring and Evaluation in the Public Sector

ADDITIONAL CORE MODULES

Module code	Credits	Module name
EBCS1514	16	Business Calculations
EBCS1524	16	Business Calculations
EQMB1514	16	Quantitative Methods for Business
EQMB1524	16	Quantitative Methods for Business
EDAB2714	16	Introduction to Data Analytics for Business
EDAB2724	16	Data Analytics for Business
UFSS1508	16	Undergraduate Core Curriculum

MODULES FOR THE EXTENDED CURRICULUM PROGRAMMES

Module name	Module code	Equivalent mainstream code
Public Administration and Management Theories	EFPA2515	EPAM1514
Public Administration and Management in Action	EFPA2625	EPAM1624
Political Environment for Civil Servants	EFCS2514	EPCS1514
Economics for Public Managers	EFEP2514	EECP1514
Introduction to Human Resource Management	EFHR1514	EHRM1514
Introduction to Individual Differences	EFIO1524	EIOP1524
Business Functions	EFBM2514	EBUS1514
General Management	EFBM2625	EBUS1624
Economic Systems and Basic Microeconomics	EFEC2614	EECF1614
Introduction to Macroeconomics	EFEC2624	EECF1624
Business Calculations	EFBC2514	EBCS1514
Business Calculations	EFBC2524	EBCS1524

PROGRESSION RULES REGARDING ADMISSION TO MODULES IN THE NEXT STUDY YEAR

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

APPLICATION OF PROGRESSION RULES

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

PROGRESSION RULES FOR UNDERGRADUATE STUDENTS

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

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

EMS 8: PROGRESSION REQUIREMENTS FOR THREE-YEAR QUALIFICATIONS

Rule	Year of registration	Minimum credits required for admission	Equivalent to	To be achieved by the end of
EMS 8.1	2	48	3 x 16-credit modules	year 1 of registration
EMS 8.2	3	128	8 x 16-credit modules	year 2 of registration
EMS 8.3	4	240	15 x 16-credit modules	year 3 of registration
EMS 8.4	5	304	19 x 16-credit modules	year 4 of registration

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

EMS 9: PROGRESSION REQUIREMENTS FOR FOUR-YEAR QUALIFICATIONS

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

Rule	Year of registration	Minimum credits required for admission	Equivalent to	To be achieved by the end of
EMS 9.1	2	48	3 x 16-credit modules	year 1 of registration
EMS 9.2	3	128	8 x 16-credit modules	year 2 of registration
EMS 9.3	4	208	13 x 16-credit modules	year 3 of registration
EMS 9.4	5	336	21 x 16-credit modules	year 4 of registration
EMS 9.5	6	400	25 x 16-credit modules	year 5 of registration

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

EMS 10: CONCESSIONS FOR STUDENTS WHO DO NOT QUALIFY TO START THE NEXT YEAR OF STUDY

In order to facilitate progression, concessions may be made where a student does not meet the requirements for progression to the next year of study. The available options vary across campuses and modes of study.

At the **Bloemfontein campus**, the following concessionary arrangements may be considered:

EMS 10.1: The student may register for the outstanding modules and repeat the academic year; or

EMS 10.2: The student may register for additional modules to the next year's enrolment as long as the total number of credits does not exceed 32 credits over and above the normal curriculum requirements of a specific academic year. This excludes the BCom extended curriculum programme.

Both of the above arrangements require the recommendation of the programme director and permission from the dean.

EMS 10.3: At the **QwaQwa campus**, the student may register for the outstanding modules and repeat the academic year. This requires the recommendation of the programme director and permission from the assistant dean.

EMS 10.4: A student who repeats a study year must either match or exceed the requirement with respect to the percentage of modules stipulated in the General Academic Rules before being allowed to continue with the next study year of the programme in the following calendar year.

EMS 10.5: **South campus** students or students enrolled for HCerts (access) and distance learning programmes are excluded from the above concessionary arrangements and follow the programme-specific progression requirements.

EMS 11: MODULE CODE CHANGES, EQUIVALENT MODULES AND TRANSITION RULES

EMS 11.1: Current students who registered for the first time in 2015 and onwards, without a break in registration, should follow the curricula in the Rule Book of the first year of registration.

EMS 11.2: If students change from one programme to another, they must follow the curricula of the programme to which they have changed, as explained in the Rule Book of the year that they registered for that specific programme for the first time.

EMS 12: DURATION OF STUDY

The General Academic Rules stipulates that, except in cases where the Council, *via* the Senate, implements new rules with immediate effect, students may, for an undergraduate qualification, only register at the UFS for the minimum period allowed for that qualification plus an additional two (2) years, with the second period, following directly after the first, and must complete their studies for that particular qualification per the rules applicable at the time of registration. Should there be an interruption to the student's study, the rules applicable to the time of the registration after the interruption will apply.

EMS 12.1: NEW INTAKES FOR HIGHER CERTIFICATE PROGRAMMES

There will be no new intake of students in any of the Higher Certificate programmes previously offered by the Faculty. No re-admission in any EMS Higher Certificate will be allowed after two years of registration in the programme. Students who do not obtain their Higher Certificate qualification in 2025 will not be granted the opportunity to complete the qualification in 2026.

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

DEPARTMENT OF ECONOMICS

Module	Module prerequisite
EECF1614	National Senior Certificate with Mathematics performance level 4 or (EQMB1514 and EQMB1524) or (EBCS1514 and EBCS1524) or (MATD1554 & MATD1574 & MATD1544 & MATD1564)
EECF1624/ EECF1625 ¹	National Senior Certificate with Mathematics performance level 4 or (EQMB1514 and EQMB1524) or (EBCS1514 and EBCS1524) or (MATD1554 & MATD1574 & MATD1544 & MATD1564)
EMIC2714	EECF1614 or EFEC2614
EMAC2724	EECF1624 or EFEC2624
EINT3714 & ELAB3712	EECF1624 or EFEC2624
EECT3724 & EDEV3722	EECF1624 and EMAC2724
EECM3714	(EBCS1514 or EFBC2514 or EQMB1514 or STSM1614) and (EBCS1524 or EFBC2524 or EQMB1524 or STSM1624 or STSA1624) and (EECF1614 and EECF1624) or (EFEC2614 and EFEC2624)
EECM3724	[(EECF1614 and EECF1624) or (EFEC2614 and EFEC2624)] and [(EBCS1514 and EBCS1524) or (EFBC2514 and EFBC2524) or (EQMB1514 and EQMB1524) or (STSM1624) or (STSA1624)]
EFES2714	EECF1624 or EFEC2624
EFES2724	EECF1624 or EFEC2624
EFET3714	EECF1624 or EFEC2624
EFET3724	EECF1624 or EFEC2624

¹ Only available for BAcc students

DEPARTMENT OF BUSINESS MANAGEMENT

Module	Module prerequisite
EBUS2715	EBUS1624

SCHOOL OF ACCOUNTANCY

Module	Module prerequisite
EACC2608	EACC1614 and EACC1624
EACC3708	EACC2608 or EFIN1608
EFIN2708	EFIN1608
EFIN3708	EFIN2708
EMAF2614	EACC1614 or EACC1624
EMNF2624	EACC1614 or EACC1624
EMAF3708	EMAF2614 and EMNF2624
EMFM2708	EFIN1608
EMFM3708	EMFM2708
EACG2708	EACC1614 and EACC1624; or EFIN1608 and EIDE1624
EACG3708	EACG2708

Module	Module prerequisite
ETXN3708	ETXN2624
ETAX3708	ETAX2708
EIDE1624	CSIL1531 or CSIR1531 or CSIL1511
EIDE2724	EIDE1624
ESVC3712	EFIN2708 and EMFM2708 and EACG2708 and ETAX2708 and EBUS2715 and EOEC2614 and EIDE2724

ADDITIONAL CORE MODULES

Module code	Module prerequisite
EDAB2724	EDAB2714

EXTENDED CURRICULUM PROGRAMME

Module	Module prerequisite
EFEC2614	National Senior Certificate with Mathematics performance level 4 or (EQMB1514 and EQMB1524) or (EBCS1514 and EBCS1524) or (MATD1554 & MATD1574 & MATD1544 & MATD1564)
EFEC2624	National Senior Certificate with Mathematics performance level 4 or (EQMB1514 and EQMB1524) or (EBCS1514 and EBCS1524) or (MATD1554 & MATD1574 & MATD1544 & MATD1564)

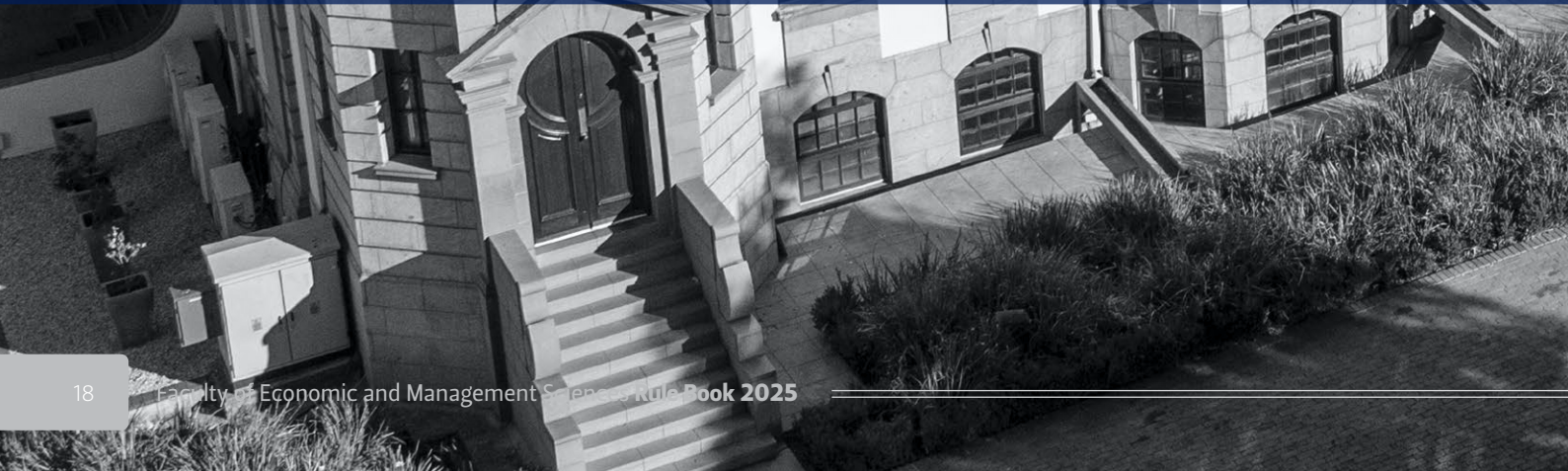
MODULE PREREQUISITES FROM OTHER FACULTIES (SERVICE MODULES)

The following table contains a list of modules offered in the EMS curriculums but serviced from other faculties. Students are responsible for familiarising themselves with the faculty-specific rules of these service modules and need to adhere to these rules as specified in the Rulebooks of the relevant faculties.

Module	Faculty	Equivalents	Module Description	Prerequisites/ Co-requisites
MATD1564	NAS	None	Mathematics for EMS	Students must have passed MATD1554 in order to register for this module.
MATD1544	NAS	None	Mathematics for EMS	Module is co-requisite to MATD1564.
MATM1534	NAS	None	Calculus	Students must have passed Grade 12 Math's Performance Level 5 or MATD1564 or MATD1534 or MATM1584 in order to register for this module.
CSIL1511	NAS	None	Computer Literacy: Part 1	None
CSIS1534	NAS	CSIS1614	Programming and Problem Solving: Part 1 & 2	Students must have passed CSIL1511, CSIL1531, CSIL1551, CSIL1561 or CSIL1501 in order to continue with this module.
STSA1624	NAS	None	Introduction to Statistics	Students must have passed National Senior Certificate (NCS) Mathematics on performance level 5 (60%) OR MATD1534 OR MATD1564 OR MATM1584 in order to continue with the module.
CSIS1644	NAS	CSIS1624	Programming and Problem Solving: Part 1 & 2	Students must have passed CSIS1534 in order to continue with this module

TABLE CONTINUES ON THE NEXT PAGE

Module	Faculty	Equivalents	Module Description	Prerequisites/ Co-requisites
STSA2616	NAS	None	Multiple Regression Analyses and Time Series Analyses	Students must have passed STSA1624 or EBCS1524 or EFBC2524 in order to continue with this module.
CSIS2634	NAS	None	Introduction to Databases and Database Management Systems: Part 1	Students must have passed CSIS1624 or CSIS1644 in order to register for this module.
STSA2626	NAS	None	Multiple regression: Variance and Time Series Analysis	Students must have passed STK216 (STSA2616) in order to register for this module.
CSIL1511	NAS	None	Computer Literacy: Part 1	None
BCIE1513	NAS	None	Introduction to Information Systems	Students must have passed CSIL1511 or registered for CSIL1511 simultaneously with BCIS1513 or must have passed CSIL1551 or CSIL1561.
ICOM2614	HUM	None	Marketing Communication	None
BCIE2624	NAS	None	Systems Infrastructure and Integration	None
ICOM2624	HUM	None	Brand Communication	None
LMER1624	LAW	None	Commercial Law	None
PSIN1514	HUM	None	Introduction to Psychology	None
EBCS1514	NAS	EFBC2514	Business Calculations	Students must have passed Grade 12 Maths on performance level 3 (40%) in order to register for this module.
EBCS1524	NAS	EFBC2524	Business Calculations	Students must have passed Grade 12 Maths on performance level 3 (40%) in order to register for this module.
PSDE1624	HUM	None	Psychology	None
PSSO2614	HUM	None	Psychology	None
LLOC2614	LAW	None	Law of Contract	None
PSIH2724	HUM	None	Psychology	None
LFSA1500	LAW	None	Legal Foundations of SA Law	None
LPSN1512	LAW	None	Law of Persons	None
LCON1523	LAW	None	Constitutional Law	None
LLAB2605	LAW	None	Labour Law	None
LLOC2605	LAW	None	Law of Contract	None
LCPC2623	LAW	None	Consumer Protection and Credit Law	None
LFAM2613	LAW	None	Family Law	None
LCRM2604	LAW	None	Criminal Law	None
LSAE2623	LAW	None	Law of Succession and Administration of Estates	None
LPRO3723	LAW	None	Law of Property	None
LDEL3705	LAW	None	Law of Delicts	None
LBUE3704	LAW	None	Law of Business Entities	None





SECTION

A

**BLOEMFONTEIN
CAMPUS
UNDERGRADUATE
STUDIES**



PRIVATE SECTOR MANAGEMENT

GENERAL INFORMATION

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

A

While a BCom Degree is directed at economic and management positions in the private sector. As such, it is also an excellent programme for those pursuing a career in the public sector. Further, it is comparable with the undergraduate Degree Programme in Public Sector Management.

B

The Degree Programme is structured around the core subjects of Economics, Business Management, Industrial Psychology and Accounting. The BCom Degree offers a broader option to students who would like a solid general management background but prefer not to specialise too soon.

C

Specialisations from which to choose within the BCom Degree Programme are indicated under General admission requirements.

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

BACHELOR OF COMMERCE

RULE F1

BCom

Minimum total credits:

420

Academic plan code:

BC630000

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Business Functions	EBUS1514					
General Management		EBUS1624				
Business Dynamics	EBUS1614					
Small Business Management						ESBM2724
Strategic Management					EBUS2715	
Entrepreneurship					EBUS2714	
Economics Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1624				
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
International Economics					EINT3714	
South African Macroeconomic Policy Issues						EECT3724
Accounting	EACC1614	EACC1624	EACC2608			
Introduction to Human Resource Management			EHRM1514			
Introduction to Individual Differences				EIOP1524		
Career Psychology			ECAP2614			
Labour Relations Management				ELRM2624		
Managerial Accounting			EMAF2614			
Quantitative Methods for Business	EQMB1514	EQMB1524				
Personal Finance						EFEF1624

TABLE CONTINUES ON THE NEXT PAGE

Elective modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
					Choose 1 field of specialisation (2 modules)	
Market Research					EMAR3714	
Basic Financial Management					EFMA2614	
OR					OR	
Accounting					EACC3708*	
OR					OR	
Performance and Talent Management						EPFM3724
Organisational Psychology					EORG3715	
OR					OR	
Introduction to Mathematical Economics					EECM3714	
Statistics for Economics						EECM3724
Minimum credits towards degree	80	64	80	64	68	64
	144		144		132	
	Total credits: 420					
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules	32					
Undergraduate Core Curriculum (UFSS1504)	16					

BACHELOR OF COMMERCE WITH SPECIALISATION IN FINANCE

RULE F2

BCom with specialisation in Finance

Minimum total credits: 416
Academic plan code: BC630025

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Economic Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1624				
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
International Economics and Finance					EINT3714	
Labour Economics					ELAB3712	
Development Economics						EDEV3722
South African Macroeconomic Policy Issues						EECT3724
Introduction to Mathematical Economics					EECM3714	
Statistics for Economics						EECM3724
Money and Interest Rates			EFES2714			
Financial Instruments,				EFES2724		
Markets and Institutions						
Investment Management					EFET3714	
Risk Management in Banking						EFET3724
Business Functions	EBUS1514					
General Management		EBUS1624				
Managerial Finance				EMNF2624		
Managerial Finance						EMAF3724
Accounting	EACC1614	EACC1624				
Introduction to Data Analytics for Business					EDAB2714	
Entrepreneurship			EBUS2714			
Organisational Ethics and Citizenship			EOEC2614			
Taxation				ETXN2624		
Quantitative Methods for Business	EQMB1514	EQMB1524				
Personal Finance		EFEF1624				
Minimum credits towards degree	64	80	64	64	72	72
	144		128		144	
	Total credits: 416					
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules	32					
Undergraduate Core curriculum	16					

BACHELOR OF COMMERCE WITH SPECIALISATION IN ECONOMICS

RULE F3

BCom with specialisation in Economics

Minimum total credits: 404
Academic plan code: BC630020

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Economic Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1624				
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
International Economics					EINT3714	
Labour Economics					ELAB3712	
Development Economics						EDEV3722
South African Macroeconomic Policy Issues						EECT3724
Introduction to Mathematical Economics					EECM3714	
Statistics for Economics						EECM3724
Money and Interest Rates			EFES2714			
Financial Instruments, Markets and Institutions				EFES2724		
Investment Management					EFET3714	
Risk Management in Banking						EFET3724
Business Functions	EBUS1514					
General Management		EBUS1624				
Business Dynamics	EBUS1614					
Entrepreneurship			EBUS2714			
Strategic Management					EBUS2715	
Accounting	EACC1614	EACC1624				
Introduction to Human Resource Management			EHRM1514			
Introduction to Individual Differences				EIOP1524		
Quantitative Methods for Business	EQMB1514	EQMB1524				
Personal Finance				EFEF1624		
Minimum credits towards degree	80	64	64	64	76	56
	144		128		132	
	Total credits: 404					
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

BACHELOR OF COMMERCE WITH SPECIALISATION IN BUSINESS AND FINANCIAL ANALYTICS

RULE F4

BCom with specialisation in Business and Financial Analytics

Minimum total credits: 408
Academic plan code: BC638080

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Economic Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1624				
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
Money and Interest Rates			EFES2714			
Financial Instruments, Markets and Institutions				EFES2724		
Investment Management					EFET3714	
Risk Management in Banking						EFET3724
Business Dynamics	EBUS1614					
General Management				EBUS1624		
Strategic Management					EBUS2715	
Accounting	EACC1614	EACC1624			EACC2608	
Introduction to Data Analytics for Business					EDAB2714	
Data Analytics for Business						EDAB2724
Calculus	MATM1534					
Introduction to Statistics		STSA1624				
Multiple Regression Analyses and Time Series Analyses			STSA2616			
Multiple regression: Variance and Time Series Analysis				STSA2626		
Computer Literacy: Part 1	CSIL1511					
Programming and Problem Solving: Part 1 & 2	CSIS1534	CSIS1644				
Introduction to Databases and Database Management Systems: Part 1			CSIS2634			
Total credits	148		144		116	
Minimum credits towards degree	Total credits: 408					
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

BACHELOR OF COMMERCE WITH SPECIALISATION IN MARKETING

RULE F5

BCom with specialisation in Marketing

Minimum total credits: 392
Academic plan code: BC630010

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Business Functions	EBUS1514					
Market Research					EMAR3714	
Entrepreneurship					EBUS2714	
General Management		EBUS1624				
Introduction to Marketing	EBMA1514					
Personal Selling				EBMA2624		
Supply Chain Management					ESCM2714	ESCM2724
Digital Marketing						EBMA3725
Strategic Marketing					EBMA3715	
Relationship Marketing				EBMA3724		
Introduction to Information Systems	BCIE1513					
Economic Systems and Basic Microeconomics			EECF1614			
Introduction to Macroeconomics				EECF1624		
Accounting			EACC1614	EACC1624		
Strategic Management			EBUS2715			
Systems Infrastructure and Integration		BCIE2624				
Introduction to Individual Differences		EIOP1524				
Microeconomics					EMIC2714	
Macroeconomics						EMAC2724
Quantitative Methods for Business	EQMB1514	EQMB1524				
Basic Financial Management			EFMA2614			
Minimum credits towards degree	60	64	68	64	84	52
	124		132		136	
	Total credits: 392					
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

BACHELOR OF COMMERCE WITH SPECIALISATION IN BUSINESS MANAGEMENT

RULE F6

BCom with specialisation in Business Management

Minimum total credits: 392
Academic plan code: BC630012

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Business Functions	EBUS1514					
Digital Marketing						EBMA3725
General Management		EBUS1624				
Business Dynamics	EBUS1614					
Supply Chain Management			ESCM2714	ESCM2724		
Small business Management						ESBM2724
Strategic Marketing					EBMA3715	
Strategic Management			EBUS2715			
Entrepreneurship					EBUS2714	
Economic Systems and Basic Microeconomics			EECF1614			
Introduction to Macroeconomics				EECF1624		
Accounting			EACC1614	EACC1624		
Introduction to Individual Differences		EIOP1524				
Commercial Law				LMER1624		
Microeconomics					EMIC2714	
Macroeconomics						EMAC2724
Quantitative Methods for Business	EQMB1514	EQMB1524				
Basic Financial Management			EFMA2614			
Introduction to Information Systems	BCIE1513					
Systems Infrastructure and Integration		BCIE2624				
Market Research					EMAR3714	
Minimum credits towards degree	60	64	84	64	68	52
	124		148		120	
	Total credits: 392					
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

BACHELOR OF COMMERCE WITH SPECIALISATION IN HUMAN RESOURCE MANAGEMENT

RULE F7

BCom with specialisation in Human Resource Management

Minimum total credits: 396
Academic plan code: BC630030

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Introduction to Human Capital Management	EHRM1514					
Introduction to Individual Differences & Diversity		EIOP1524				
Career Psychology			ECAP2614			
Leadership in HR5 and IOP					ELED3714	
Labour Relations Management				ELRM2624		
Performance and Talent Management						EPFM3724
Organisational Psychology					EORG3715	
Applied research and Data analytics for HRM and IOP						EARH3724
Entrepreneurship					EBUS2714	
Psychology	PSIN1514	PSDE1624	PSSO2614	PSIH2724		
Law of Contract			LLOC2605			
Business Calculations	EBCS1514	EBCS1524				
Quantitative Methods for Business			EQMB1514	EQMB1524		
Introduction to Psychometrics				EIPS2624		
Systems Thinking						ESTT3724
Business Ethics for HRM and IOP					EEBE3714	
Microeconomics			EECF1614			
Elective modules						
Public Policy Administration and Management						EPAM3725
OR						OR
Small Business Management						ESBM2724
Minimum credits towards degree	48	48	82	66	68	64
	96		148		132	
	Total credits: 376					
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

* For modules from other Faculties, it is the student's responsibility to ensure that the prerequisites for those modules are met.

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

BACHELOR OF COMMERCE IN LAW

RULE F8

BCom (Law)

Minimum total credits:

448

Academic plan code:

BC637070

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
General Management		EBUS1624				
Economic Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1624				
Accounting for the Legal Profession	EACC1614	EACC1624				
Business dynamics	EBUS1614					
Constitutional Law		LCON1523				
Accounting			EACC2608			
Entrepreneurship					EBUS2714	
Legal Foundations of SA Law	LFSA1500					
Criminal Law					LCRM2604	
Law of Persons	LPSN1512					
Family Law					LFAM2613	
Labour Law			LLAB2605			
Law of Contract			LLOC2605			
Law of Succession and Administration of Estates						LSAE2623
Consumer Protection and Credit Law				LCPC2623		
Law of Property						LPRO3723
Law of Delicts					LDEL3705	
Law of Business Entities					LBUE3704	
Personal Finance						EFEF1624
English for Law			ENGS1506			
TABLE CONTINUES ON THE NEXT PAGE						

Elective modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
			Choose 1 field of specialisation (2 modules)		Choose 1 field of specialisation (2 modules)	
Business Management option						
Basic Financial Management			EFMA2614			
Small Business Management				ESBM2724		
Strategic Management					EBUS2715	
Market research					EMAR3714	
OR			OR		OR	
Economics option						
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
International Economics					EINT3714*	
South African Macroeconomic Policy Issues						EECT3724
OR			OR		OR	
Accounting option						
Basic Financial Management			EFMA2614			
Small Business Management				ESBM2724		
OR			OR			
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
Accounting					EACC3708	
Minimum credits towards degree	76	80	64	76	70	66
	156		140		152	
	Total credits: 448					
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules	32					
Undergraduate Core Curriculum	16					

*A student should register for and pass the EECM3714 and EECM3724 in their 3rd academic year in order to meet the entry requirements for an Honours from the Department of Economics and Finance. The relevant entry requirements are provided with the specific Honours programmes in the postgraduate section of the rulebook.



Please note:

For modules from other faculties, it is the student's responsibility to ensure that the prerequisites for those modules are met.

BACHELOR OF COMMERCE EXTENDED CURRICULUM PROGRAMME

RULE F9

BCom

Academic plan code: BC6300E3
Minimum total credits: 396 plus 96 developmental credits

Compulsory modules	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Business Functions	EBUS1514							
General Management				EBUS1624				
Business Dynamics			EBUS1614					
Microeconomics					EMIC2714			
Macroeconomics						EMAC2724		
Economic Systems and Basic Microeconomics			EECF1614					
Introduction to Macroeconomics				EECF1624				
Strategic Management							EBUS2715	
Entrepreneurship					EBUS2714			
Accounting					EACC1614	EACC1624		
Intro to HRM	EHRM1514							
Intro to Individual Differences		EIOP1524						
Personal Finance						EFEF1624		
Quantitative Methods for Business			EQMB1514	EQMB1524				

TABLE CONTINUES ON THE NEXT PAGE

Elective modules	(choose 1 option for the 3 rd and 4 th year of study)				Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Economics & Finance option								
Money and Interest Rates					EFES2714			
Financial Instruments, Markets and Institutions						EFES2724		
International Economics							EINT3714	
Labour Economics							ELAB3712	
South African Economic Policy Issues								EECT3724
Development Economics								EDEV3722
Introduction to Mathematical Economics							EECM3714	
Statistics for Economics								EECM3724
Investment Management							EFET3714	
Risk Management in Banking								EFET3724
					OR			
Business Management & HR option								
Small Business Management								ESBM2724
Market Research							EMAR3714	
Basic Financial Management					EFMA2614			
Career Psychology					ECAP2614			
Labour Relations Management						ELRM2624		
Leadership in HR and IOP							ELED3714	
Performance and Talent Management								EPFM3724
Organisational Psychology							EORG3715	
Applied Research for Human Resource Management								EARH3724
Minimum credits towards degree	36	16	48	48	64	64	72	48
	52		96		128		120	
Total credits: 396								

Developmental modules	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Undergraduate Core Curriculum			UFSS1504					
Critical Academic Literacy for EMS	CALE1508							
Mathematics	MATD1574	MATD1564*						
Introduction to University Mathematics and Mathematics for EMS	MATD1554	MATD1544*						
Additional credits for developmental modules	96							
Undergraduate core curriculum			16					

* MATD1564 & MATD1544 are co-requisites, therefore simultaneous registration is required.

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

F9.1: Students will not be allowed to register for the second study year curriculum should they fail any of the modules in their first year of study.

F9.2: Students have a maximum of two (2) years to complete and pass all modules of the 1st year of the curriculum.

F9.3: Students must select one of two options, i.e. either the Economics & Finance option or the Business Management & HR option, and pass all modules in one of these options in order to graduate. Selecting and combining modules across multiple options is prohibited.

Students who intend to apply for one of the following Bachelor Honours Degrees will find the applicable admission requirements on the university's website.

- A** BCom Honours with specialisation in Marketing (Students may register for the EBMA2624 module as an additional module in the second semester of their first academic year).
- B** BCom Honours with specialisation in Industrial Psychology
- C** BCom Honours with specialisation in Economics
- D** BCom Honours with specialisation in Finance
- E** BCom Honours with specialisation in Business Management



PUBLIC SECTOR MANAGEMENT

GENERAL INFORMATION

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



A career in the public sector, or



Academic careers at higher education institutions.

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

- Human Resource Management;
- Public Financial Management;
- Organisational Analysis;
- Public Policy;
- Logistics and Supply Chain Management;
- Monitoring and Evaluation in the Public Sector;
- Economics for Public Managers;
- The Political Environment for Civil Servants;
- Organisational Ethics and Citizenship;
- Contemporary Issues in Local Government;
- Local Government Policy and Legislative Environment;
- General Management;
- Municipal Finance; and
- Public Administration and Management Law.

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

- Practical elements of Public Management;
- Cutting-edge research; and
- Innovative teaching and learning strategies to enhance professional skills and understanding.

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

BACHELOR OF ADMINISTRATION

RULE F10

BAdmin

Minimum total credits: 392
Academic plan code: BC634040

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Public Administration and Management Theories	EPAM1514					
Public Administration and Management in Action		EPAM1624				
Micro- and Macro-organisational Analysis			EPAM2614			
Supply Chain Management			ESCM2714			
Personal Finance		EFEF1624				
The South African Local Government Environment				EMMA2644		
Supply Chain Management				ESCM2724		
Contemporary Issues in Local Government					EMMA3714	
Public Financial Management					EPAM3714	
Municipal Finances						EMMA3725
Public Policy Administration and Management						EPAM3725
Public Administration and Management Law					EPAL3714	
Introduction to Human Resource Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Monitoring and Evaluation in the Public Sector				EMEP2624		
Political Environment for Civil Servants	EPCS1514					
General Management		EBUS1624				
Economics for Public Managers	EECP1514					
Organisational Ethics and Citizenship			EOEC2614			
Career Psychology			ECAP2614			
Labour Relations Management				ELRM2624		
Organisational Psychology					EORG3715	
Performance and Talent Management						EPFM3724
Minimum credits towards degree	64	64	64	80	64	56
	128		144		120	
	Total credits: 392					
Development modules						
Undergraduate Core Curriculum	UFSS1504					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules	32					

BACHELOR OF ADMINISTRATION EXTENDED CURRICULUM PROGRAMME

RULE F11

BAdmin

Minimum total credits:

380 plus 96 developmental credits

Academic plan code:

BC6340E1

Compulsory modules	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Public Administration and Management Theories			EPAM1514					
Public Administration and Management in Action				EPAM1624				
Micro- and Macro-organisational Analysis					EPAM2614			
Supply Chain Management					ESCM2714			
Economics for Public Managers			EECP1514					
Political Environment for Civil Servants			EPCS1514					
Organisational Ethics and Citizenship					EOEC2614			
The South African Local Government Environment						EMMA2644		
Supply Chain Management						ESCM2724		
Contemporary Issues in Local Government							EMMA3714	
Public Financial Management							EPAM3714	
Municipal Finances								EMMA3725
Public Policy Management								EPAM3725
Public Administration and Management Law							EPAL3714	
Introduction to Human Resource Management	EHRM1514							
Introduction to Individual Differences		EIOP1524						
General Management				EBUS1624				
Monitoring and Evaluation in the Public Sector						EMEP2624		
Personal Finance						EFEF1624		

TABLE CONTINUES ON THE NEXT PAGE

	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Career Psychology					ECAP2614			
Labour Relations Management						ELRM2624		
Organisational Psychology							EORG3715	
Performance and Talent Management								EPFM3724
Minimum credits towards degree	16	16	48	32	64	80	68	56
	32		80		144		124	
	Total credits: 380							
Developmental modules								
Undergraduate Core Curriculum						UFSS1522		
Mathematical Literacy	MTDE1508							
Skills for Lifelong Learning	SCLL1508							
Critical Academic Literacy for EMS	CALE1508							
Additional credits for developmental modules	96							
Undergraduate Core Module					16			

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

The following progression rules also apply to the BAdmin Extended programme:

F11.1: Students will not be allowed to register for the second study year curriculum should they have any of the modules in their first year of study outstanding.

F11.2: Students have a maximum of two (2) years to complete and pass all modules of the first year of the curriculum.



ACCOUNTANCY

GENERAL INFORMATION

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

These are highly sought-after professional programmes and aim to satisfy the educational requirements of the professional bodies within the accountants' profession, namely the South African Institute for Chartered Accountants (SAICA), South African Institute for Professional Accountants (SAIPA), Chartered Institute of Management Accountants (CIMA) and the Association of Chartered Certified Accountants (ACCA). Since these bodies enjoy international status, a Degree Programme in Accountancy is very much in demand.

There are several professional bodies in the field of accountancy. Each has its membership requirements, typically available on the relevant websites. Students are advised to familiarise themselves with the appropriate professional bodies and associated membership criteria.

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

DESCRIPTION AND INFORMATION REGARDING THE PROGRAMMES IN ACCOUNTANCY

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

The BAcc Degree is fully accredited by SAICA. Without additional postgraduate study, a BAcc graduate may also obtain full registration with SAIPA and meet the education requirements of the Associate General Accountant (AGA (SA)) designation. This programme also serves as partial accreditation towards membership of CIMA and ACCA.

After successfully completing the accredited postgraduate programmes, the professional external examinations and the prescribed practical traineeship period, candidates may register as Chartered Accountants (SA) with SAICA.

The BCom (Accounting) Degree Programme focuses on the academic requirements of the Professional Accountant (SA) and Associate General Accountant (SA) designations. Accordingly, Accounting, Taxation and Managerial Accounting form the core of this programme. Once registered as a Professional Accountant (SA) or an Associate General Accountant (SA), graduates are empowered to perform various functions and issue reports related to various accounting, business and taxation services.

The BCom (Accounting) Degree is fully accredited by SAIPA and AGA(SA) and serves as partial accreditation towards membership of CIMA and ACCA.

Those who wish to pursue a career in financial management in the private sector will also benefit from the Accountancy programmes.

Because the Degree Programmes are designed to align with the requirements of the various professional bodies, there are no/limited electives. The prescribed modules are included in the curricula for the Degree Programmes taken over three years. Economics and Business Management form a key part of the curricula. Strategic Management, Organisational Ethics and Citizenship, Quantitative Methods and Commercial Law also play an essential role in rounding off these Degree Programmes.

BACHELOR OF ACCOUNTING

RULE F12

BAcc

Minimum total credits: 496
Academic plan code: BC636060

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Financial Accounting	EFIN1608		EFIN2708		EFIN3708 ¹	
Sustainable Value Creation (capstone module)					ESVC3712	
Quantitative Methods for Business	EQMB1514	EQMB1524				
Economic Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1625				
Business functions	EBUS1514					
General Management		EBUS1624				
Strategic Management			EBUS2715			
Managerial Accounting and Financial Management			EMFM2708		EMFM3708 ¹	
Auditing and Corporate Governance			EACG2708		EACG3708 ¹	
Organisational Ethics and Citizenship			EOEC2614			
Taxation			ETAX2708		ETAX3708 ¹	
Commercial Law	LMER1514*	LMER1624*				
Information and Digital Environment for Accounting		EIDE1624		EIDE2724		
Minimum credits towards degree	80	100	100	80	72	64
	180		180		136	
	Total credits: 496					
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Digital literacy	CSIL1531**					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules	36					
UFSS1504	16					

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

** Students who passed Grade 12 Information Technology at performance level 5 or Computer Application Technology (CAT) at performance level 6 are exempted from CSIL1531.

The following rules are applicable to the BAcc programme:

F12.1 Students who fail EFIN1608 twice will not be permitted to continue studies on the BAcc programme.

¹F12.2 Students who have obtained this qualification and who repeat third-year modules for purposes of postgraduate studies should enrol for "3738" codes instead of the "3708" codes.

BACHELOR OF COMMERCE IN ACCOUNTING

RULE F13

BCom (Accounting)

Minimum total credits:

436

Academic plan code:

BC635050

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Accounting	EACC1614	EACC1624	EACC2608		EACC3708	
Quantitative Methods for Business	EQMB1514	EQMB1524				
Economic Systems and Basic Microeconomics	EECF1614					
Introduction to Macroeconomics		EECF1624				
General Management		EBUS1624				
Managerial Accounting and Managerial Finance			EMAF2614	EMNF2624	EMAF3708	
Auditing and Corporate Governance					EACG2708	
Organisational Ethics and Citizenship			EOEC2614			
Strategic Management					EBUS2715	
Taxation				ETXN2624	ETXN3708	
Business Functions	EBUS1514					
Commercial Law			LMER1514*	LMER1624*		
Information and Digital Environment for Accounting		EIDE1624				EIDE2724
Minimum credits towards degree	64	80	64	64	84	80
	144		128		164	
	Total credits: 436					
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Digital literacy	CSIL1531**					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules	36					
UFSS1504	16					

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

** Students who passed Grade 12 Information Technology at performance level 5 or Computer Application Technology (CAT) at performance level 6 are exempted from CSIL1531.

The following rule is applicable to the BCom(Acc) programme:

F13.1: Students who fail EACC1614 or EACC1624 twice will not be permitted to continue studies on the BCom(Acc) programme.

BACHELOR OF COMMERCE IN ACCOUNTING (EXTENDED)

RULE F14

BCom (Accounting)

Minimum total credits:

468 plus 100 developmental credits

Academic plan code:

BC6300E5

Compulsory modules	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Accounting			EACC1614	EACC1624	EACC2608		EACC3708	
Quantitative Methods for Business			EQMB1514	EQMB1524				
Economic Systems and Basic Microeconomics			EECF1614					
Introduction to Macroeconomics				EECF1624				
General Management				EBUS1624				
Managerial Accounting and Managerial Finance					EMAF2614	EMNF2624	EMAF3708	
Auditing and Corporate Governance							EACG2708	
Organisational Ethics and Citizenship					EOEC2614			
Strategic Management							EBUS2715	
Taxation						ETXN2624	ETXN3708	
Business Functions	EBUS1514							
Introduction to HRM	EHRM1514							
Introduction to Individual Differences		EIOP1524						
Commercial Law					LMER1514*	LMER1624*		
Information and Digital Environment for Accounting				EIDE1624				EIDE2724
Minimum credits towards degree	32	16	48	80	64	64	84	80
	48		128		128		164	
	Total credits: 468							
TABLE CONTINUES ON THE NEXT PAGE								

Developmental modules							
Undergraduate Core Curriculum			UFS1504				
Digital Literacy			CSIL1531**				
Critical Academic Literacy for EMS	CALE1508						
Mathematics	MATD1574	MATD1564***					
Introduction to University Mathematics and Mathematics for EMS	MATD1554	MATD1544***					
Additional credits for developmental modules	96		4				
Undergraduate core curriculum			16				

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

** Students who passed Grade 12 Information Technology at performance level 5 or Computer Application Technology (CAT) at performance level 6 are exempted from CSIL1531.

*** MATD1564 & MATD1544 are co-requisites, therefore simultaneous registration is required.

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

F 14.1: Students will not be allowed to register for the second study year curriculum should they fail any of the modules in their first year of study.

F14.2: Students have a maximum of two (2) years to complete and pass all modules of the 1st year of the curriculum.

F14.3: Students who fail EACC1614 or EACC1624 twice will not be permitted to continue studies on the BCom(Acc) Extended programme.



SECTION

QWAQWA CAMPUS UNDERGRADUATE STUDIES



PRIVATE SECTOR MANAGEMENT

GENERAL INFORMATION

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

A

While a BCom Degree is directed at economic and management positions in the private sector. As such, it is also an excellent programme for those pursuing a career in the public sector. Further, it is comparable with the undergraduate Degree Programme in Public Sector Management.

B

The Degree Programme is structured around the core subjects of Economics, Business Management, Industrial Psychology and Accounting. The BCom Degree offers a broader option to students who would like a solid general management background but prefer not to specialise too soon.

C

Specialisations from which to choose within the BCom Degree Programme are indicated under General admission requirements.

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

BACHELOR OF COMMERCE WITH SPECIALISATION IN MANAGEMENT

RULE F15

BCom with specialisation in Management

Minimum total credits: 420
Academic plan code: QC630001

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Business Functions	EBUS1514					
General Management				EBUS1624		
Business Dynamics			EBUS1614			
Small Business Management						ESBM2724
Strategic Management					EBUS2715	
Entrepreneurship					EBUS2714	
Economic Systems and Microeconomics	EECF1614					
Introduction to Microeconomics		EECF1624				
Microeconomics			EMIC2714			
Macroeconomics				EMAC2724		
Accounting	EACC1614	EACC1624				
Accounting			EACC2608			
Introduction to Human Resource Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Quantitative Methods for Business	EQMB1514	EQMB1524				
Personal Finance		EFEF1624				
Elective Modules			Choose 1 field of specialisation (2 modules)		Choose a field of specialisation (one block of modules):	
Accounting Option						
Micro- and Macro-Organisational Analysis			EPAM2614			
Managerial Finance				EMNF2624		
Management Accounting			EMAF2614			
Managerial Accounting and Finance					EMAF3708	
Accounting					EACC3708	
			OR			
Business Management Option						
Supply Chain Management			ESCM2714			
Supply Chain Management				ESCM2724		
Leadership in HR and IOP					ELED3714	
Labour Relations Management						ELRM2624
Performance and Talent Management						EPFM3724
Basic Financial Management			EFMA2614			
Market Research					EMAR3714	
			OR			
TABLE CONTINUES ON THE NEXT PAGE						

TABLE CONTINUES ON THE NEXT PAGE

Electives (continued)	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Economics Option						
Supply Chain Management			ESCM2714			
Supply Chain Management				ESCM2724		
Management Accounting			EMAF2614			
International Economics					EINT3714	
Labour Economics					ELAB3712	
South African Economic Policy Issues						EECT3724
Development Economics						EDEV3722
Introduction to Mathematical Economics					EECM3714	
Statistics for Economics						EECM3724
			OR			
Industrial Psychology Option						
Career Psychology			ECAP2614			
Labour Relations Management				ELRM2624		
Leadership in HR and IOP					ELED3714	
Performance and Talent Management						EPFM3724
Introduction to Psychometrics				EIPS2624		
Organisational Psychology					EORG3715	
Applied Research for Human Resource Management						EARH3724
Minimum credits towards degree	80	80	144		116	
		160	144		116	
Total credits			420			
Developmental modules						
Undergraduate Core Curriculum	UFSS1504					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules		32				
Undergraduate Core Curriculum		16				

In years 2 and 3 of the curriculum, students are required to choose one area of specialisation and must successfully pass all modules within this chosen option to qualify for graduation. Combining modules from different options is strictly prohibited.

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

- 1 BCom Honours with specialisation in Industrial Psychology
- 2 BCom Honours with specialisation in Economics
- 3 BCom Honours with specialisation in Business Management

BACHELOR OF COMMERCE WITH SPECIALISATION IN MANAGEMENT (extended curriculum programme)

RULE F16

BCom with specialisation in Management

Minimum total credits: 420 plus 80 developmental credits

Academic plan code: QC6300E2

Compulsory modules	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Business Functions			EBUS1514					
General Management				EBUS1624				
Business Dynamics					EBUS1614			
Small Business Management							ESBM2724	
Strategic Management							EBUS2715	
Entrepreneurship							EBUS2714	
Economic Systems and Basic Microeconomics			EECF1614					
Introduction to Macroeconomics				EECF1624				
Microeconomics					EMIC2714			
Macroeconomics						EMAC2724		
Accounting			EACC1614	EACC1624				
Accounting						EACC2608		
Introduction to Human Resource Management	EHRM1514							
Introduction to Individual Differences		EIOP1524						
Personal Finance						EFEF1624		
Quantitative Methods for Business			EQMB1514	EQMB1524				
TABLE CONTINUES ON THE NEXT PAGE								

Elective Modules				Choose 1 field of specialisation (2 modules)	Choose a field of specialisation (one block of modules):			
Accounting Option								
Micro- and Macro-Organisational Analysis				EPAM2614				
Managerial Finance					EMNF2624			
Managerial Accounting				EMAF2614				
Managerial Accounting and Finance							EMAF3708	
Accounting							EACC3708	
OR						OR		
Business Management Option								
Supply Chain Management				ESCM2714				
Supply Chain Management					ESCM2724			
Labour Relations Management								ELRM2624
Leadership in HR and IOP						ELED3714		
Performance and Talent Management								EPFM3724
Basic Financial Management				EFMA2614				
Market Research							EMAR3714	
OR						OR		
Economics Option								
Supply Chain Management				ESCM2714				
Supply Chain Management					ESCM2724			
Managerial Accounting				EMAF2614				
International Economics						EINT3714		
Labour Economics						ELAB3712		
South African Economic Policy Issues								EECT3724
Development Economics								EDEV3722
Introduction to Mathematical Economics						EECM3714		
Statistics for Economics								EECM3724
OR						OR		
TABLE CONTINUES ON THE NEXT PAGE								

Elective Modules					Choose1 field of specialisation (2 modules)	Choose a field of specialisation (one block of modules):	
Industrial Psychology Option							
Career Psychology					ECAP2614		
Labour Relations Management						ELRM2624	
Introduction to Psychometrics						EIPS2624	
Leadership in HR and IOP							ELED3714
Performance and Talent Management							EPFM3724
Organisational Psychology							EORG3715
Applied Research for Human Resource Management							EARH3724
Minimum credits towards degree	16	16	64	64	144		116
	32		128		144		116
Total credits	420						

Developmental modules	First academic year	
	Semester 1	Semester 2
Undergraduate Core Curriculum	UFSS1504	
Critical Academic Literacy EMS	CALE1508	
Introduction to University Mathematics and Mathematics for EMS	MATD1554	MATD1584
Additional credits for developmental modules	64	
Undergraduate Core Curriculum	16	

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

F16.1: Students will not be allowed to register for the second study year curriculum should they have any of the modules in their first years of study outstanding.

F16.2: Students have a maximum of two (2) years to complete and pass all modules of the first year of the curriculum.

F16.3: Students must select one area of specialisation in years 3 and 4 of the curriculum and pass all modules in one of these options in order to graduate. Selecting and combining modules across multiple options will result in ineligibility for graduation.

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

- 1 BCom Honours with specialisation in Industrial Psychology
- 2 BCom Honours with specialisation in Economics
- 3 BCom Honours with specialisation in Business Management



PUBLIC SECTOR MANAGEMENT

GENERAL INFORMATION

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



A career in the public sector, or



Academic careers at higher education institutions.

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

- Human Resource Management;
- Public Financial Management;
- Organisational Analysis;
- Public Policy;
- Logistics and Supply Chain Management;
- Monitoring and Evaluation in the Public Sector;
- Economics for Public Managers;
- The Political Environment for Civil Servants;
- Organisational Ethics and Citizenship;
- Contemporary Issues in Local Government;
- Local Government Policy and Legislative Environment;
- General Management;
- Municipal Finance; and
- Public Administration and Management Law.

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

- Practical elements of Public Management;
- Cutting-edge research; and
- Innovative teaching and learning strategies to enhance professional skills and understanding.

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

BACHELOR OF ADMINISTRATION

RULE F17

BAdmin

Minimum total credits:

392

Academic plan code:

QC634040

Compulsory modules	First academic year		Second academic year		Third academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Public Administration and Management Theories	EPAM1514					
Public Administration and Management in Action		EPAM1624				
Micro- and Macro-organisational Analysis			EPAM2614			
Supply Chain Management			ESCM2714			
Personal Finance		EFEF1624				
The South African Local Government Environment				EMMA2644		
Supply Chain Management				ESCM2724		
Contemporary Issues in Local Government					EMMA3714	
Public Financial Management					EPAM3714	
Municipal Finances						EMMA3725
Public Policy Administration and Management						EPAM3725
Public Administration and Management Law					EPAL3714	
Introduction to Human Resource Management	EHRM1514					
Introduction to Individual Differences		EIOP1524				
Monitoring and Evaluation in the Public Sector				EMEP2624		
Political Environment for Civil Servants	EPCS1514					
General Management		EBUS1624				
Economics for Public Managers	EECP1514					
Organisational Ethics and Citizenship			EOEC2614			
Career Psychology			ECAP2614			
Labour Relations Management				ELRM2624		
Organisational Psychology					EORG3715	
Performance and Talent Management						EPFM3724
Minimum credits towards degree	64	64	64	80	64	56
	128		144		120	
	Total credits: 392					
Development modules						
Undergraduate Core Curriculum	UFSS1504					
Critical Academic Literacy for EMS	CALE1508					
Additional credits for developmental modules	32					

BACHELOR OF ADMINISTRATION EXTENDED CURRICULUM PROGRAMME

RULE F18

BAdmin

Minimum total credits:

380 plus 96 developmental credits

Academic plan code:

QC6340E1

Compulsory modules	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Public Administration and Management Theories			EPAM1514					
Public Administration and Management in Action				EPAM1624				
Micro- and Macro-organisational Analysis					EPAM2614			
Supply Chain Management					ESCM2714			
Economics for Public Managers			EECP1514					
Political Environment for Civil Servants			EPCS1514					
Organisational Ethics and Citizenship					EOEC2614			
The South African Local Government Environment						EMMA2644		
Supply Chain Management						ESCM2724		
Contemporary Issues in Local Government							EMMA3714	
Public Financial Management							EPAM3714	
Municipal Finances								EMMA3725
Public Policy Management								EPAM3725
Public Administration and Management Law							EPAL3714	
Introduction to Human Resource Management	EHRM1514							
Introduction to Individual Differences		EIOP1524						
General Management				EBUS1624				
Monitoring and Evaluation in the Public Sector						EMEP2624		
Personal Finance						EFEF1624		

TABLE CONTINUES ON THE NEXT PAGE

	First academic year		Second academic year		Third academic year		Fourth academic year	
	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
Career Psychology					ECAP2614			
Labour Relations Management						ELRM2624		
Organisational Psychology							EORG3715	
Performance and Talent Management								EPFM3724
Minimum credits towards degree	16	16	48	32	64	80	68	56
	32		80		144		124	
	Total credits: 380							
Developmental modules								
Undergraduate Core Curriculum						UFSS1522		
Mathematical Literacy	MTDE1508							
Skills for Lifelong Learning	SCLL1508							
Critical Academic Literacy for EMS	CALE1508							
Additional credits for developmental modules	96							
Undergraduate Core Module					16			

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

The following progression rules also apply to the BAdmin Extended programme:

F18.1: Students will not be allowed to register for the second study year curriculum should they have any of the modules in their first year of study outstanding.

F18.2: Students have a maximum of two (2) years to complete and pass all modules of the first year of the curriculum.

GENERAL INFORMATION

This section of the Rule Book sets out the rules regarding the postgraduate programmes in the Faculty of Economic and Management Sciences.

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

Please contact the University's information office at (051) 401 9111 to obtain a University application form and Student Administration Services at (051) 401 9666 for assistance with your application. Apply online at <https://apply.ufs.ac.za/>

FACULTY OF THE ECONOMIC AND MANAGEMENT SCIENCES RULES AND GENERAL ACADEMIC RULES

A

All programmes are offered according to various sets of rules. Two sets of rules are relevant, namely the General Academic Rules and the Faculty Rules.

B

It is the student's responsibility to be conversant with the General Academic Rules as well as the Faculty Rules.

EMS 13: TIME RESTRICTIONS: QUALIFICATION COMPLETION AND VALIDITY OF ACADEMIC CREDIT

EMS13.1: **Residential period:** The residential period refers to the time a student may remain registered for a qualification. The residential period for structured postgraduate qualification is N+1, where N refers to the duration of the qualification. Failure to meet this requirement will lead to academic exclusion unless the Dean approves an additional grace period.

EMS13.2: **Shelf life of modules:** Academic credit does not remain valid indefinitely. The shelf life, therefore, refers to the period during which academic credit remains valid. The shelf life of the modules in the formal programmes in the Faculty of Economic Sciences is five years unless the relevant head of the department determines otherwise.

EMS13.3: Once a student begins an assessment, that student is officially recognised as participating in an assessment opportunity. This remains applicable if the student initiates the assessment while feeling emotionally or physically unwell.

EMS13.4: Postgraduate progression rules apply to all postgraduate students. Students will be academically excluded if the duration of their studies exceeds the postgraduate residential period. Specifically:

- a. Honours: N+1 = 2 years
- b. PGDip: N+1 = 2 years
- c. Structured 1-year masters: N+1 = 2 years
- d. Structured 2-year masters: N+1 = 3 years
- e. Full dissertation 2-year masters: N+1 = 3 years
- f. PhD: N+2 = 5 years

These programmes will not be offered if, at the sole discretion of the University of the Free State, a sufficient number of enrolments cannot be secured to render the programme sustainable.

A photograph of two women in a professional setting, possibly a meeting or discussion. The woman on the left is Black with short braids, wearing a light-colored top, and is gesturing with her hands while speaking. The woman on the right is white, seen in profile, wearing a dark patterned top, and is listening. They are seated at a desk with a laptop. The image has a blue overlay and a red rounded rectangle on the right side.

POSTGRADUATE PROGRAMMES

SECTION

C

BLOEMFONTEIN CAMPUS POSTGRADUATE PROGRAMMES

POSTGRADUATE DIPLOMAS

Authorised qualification code	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Postgraduate Diploma in Public Administration	PGDip (Public Administration)	B6540	65400	BC654040	99336
Postgraduate Diploma in General Accountancy	PGDip (General Accountancy)	B6550	65500	BC655050	97843
Postgraduate Diploma in Chartered Accountancy	PGDip (Chartered Accountancy)	B6560	65600	BC656060	97681

PUBLIC SECTOR MANAGEMENT

POSTGRADUATE DIPLOMA IN PUBLIC ADMINISTRATION

RULE F23

PGDip (Public Administration)

Minimum total credits: 120
Academic plan code: BC654040

Information



The PGDip (Public Administration) is a specialised programme aimed at a career in the public sector. It is structured around public administration and management, with relevant ancillary modules. This programme is intended for graduates with relevant career experience in the public sector or related areas.

Preconditions for admission



Admission to the programme is subject to approval by the departmental chair. For admission to the PGDip (Public Administration) programme, the applicant should have a formal qualification at NQF Level 7.



To be admitted to this postgraduate diploma programme, applicants should have obtained at least an average of 60% for their degree and have passed a proficiency test at the level determined by the department. Completion of an Advanced Diploma may be presented for entry into a Postgraduate Diploma.



Prospective students must apply for admission to the programme before 30 September, 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 supporting 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 this PGDip programme. The programme consists of the following core modules:

Module name	Semester 1	Semester 2
Municipal Management	EMMA5815	
Public Policy and Service Delivery	EPAP5815	
Public Financial Administration and Management	EPAF5815	
Organisational Analysis and Intergovernmental Relations		EPA05825
Public Human Resource Management		EPAH5825
Executive Public Management		EPAM5825
Structured module credits	60	60
Total credits	120	

ACCOUNTANCY

GENERAL MODULE PREREQUISITES FOR ADMISSION TO THE POSTGRADUATE DIPLOMA PROGRAMME

In order to register for a module specified in the left column of the table below, the applicant is required to have passed the module(s) specified in the right column.

Module	Preconditions for admission:
EFIN5808	EFIN3708/3738 or EACC6808/6838 or EACC5808/5838
EMFM5808	EMFM3708/3738 or EMAF6808/6838 or EMAF5808/5838
ETAX5808	ETAX3708/3738 or ETXN6808/6838 or ETXN5808/5838
EACG5808	EACG3708/3738 or EAUD6808/6838 or EAUD5808/5838

POSTGRADUATE DIPLOMA IN GENERAL ACCOUNTANCY

RULE F20

PGDip (General Accountancy)

Minimum total credits: 136
Academic plan code: BC655050

Information



This programme serves as a prerequisite and entrance requirement for the BAChons or the PGDip (Chartered Accountancy).



Students are required to have obtained a BCom (Accounting) Degree (or an equivalent at another accredited institution) with a weighted average of at least 60% in the exit-level modules of the relevant undergraduate degree.



Students from other institutions must seek specific permission from the Programme Director: General Accountancy.

Curriculum

Module name	Semester 1	Semester 2
Financial Accounting	EACC5808	
External Auditing	EAUD5808	
Management Accounting and Finance	EMAF5808	
Taxation	ETXN5808	
Sustainable Value Creation	ESVC3712	
Structured module credits	136	

Students who have obtained this qualification and who repeat the above modules for purposes of postgraduate studies should enrol for the "5838" codes instead of the "5808" codes. Please refer to the study guide for full details.



POSTGRADUATE DIPLOMA IN CHARTERED ACCOUNTANCY

RULE F21

PGDip (Chartered Accountancy)

Minimum total credits: 128
Academic plan code: BC656060

Information



This programme serves as a prerequisite and entrance requirement for the Initial Test of Competence (ITC) / Initial Assessment of Competence (IAC) examination of the South African Institute of Chartered Accountants (SAICA).



Students are required to have obtained a BAcc Degree (or an equivalent) with a combined average of at least 58% in the following core module sets, as well as a final mark of at least 55% in each of the constituent modules:

- EFIN3708/EFIN3738/EACC6808/EACC6838/EACC5808/EACC5838;
- ETAX3708/ETAX3738/ETXN6808/ETXN6838/ETXN5808/ETXN5838;
- EMFM3708/EMFM3738/EMAF6808/EMAF6838/EMAF5808/EMAF5838;
- EACG3708/EACG3738/EAUD6808/EAUD6838/EAUD5808/EAUD5838.

It is strongly recommended but not required that all the above modules are passed in the year immediately preceding that in which the postgraduate study is undertaken.



Students from other institutions must seek specific permission from the Programme Director: Chartered Accountancy and Research.

This programme is accredited by SAICA for graduates to write the ITC / IAC examination. The programme comprises four core **year modules**:

Curriculum

Module	Semester 1	Semester 2
Financial Accounting		EFIN5808
Managerial Accounting and Financial Management		EMFM5808
Taxation		ETAX5808
Auditing and Corporate Governance		EACG5808
Structured module credits		128

F25.1: The PGDip (Chartered Accountancy) will only be awarded, and entrance to the ITC / IAC will only be granted if a student passes all four core modules above in the same academic year.

F25.2: Students are only allowed to enrol for this qualification for two consecutive years.

F25.3: Students who do not pass all four core modules simultaneously in the first year of attempt will be required to repeat all four core modules in the second year of attempt. If students do not pass all four core modules simultaneously in the second year of attempt, they will not be allowed to enrol for this qualification for a third attempt.

F25.4: Students who passed one or more modules in a previous year (having attempted PGDip (Chartered Accountancy) at the University of the Free State in a previous year) but repeat it / these in a subsequent year should enrol for the "5838" module code instead of the "5808" module code.

F25.5: To allow students to register in time for the ITC / IAC examination of SAICA, both the main and supplementary examinations are finalised in October/November each year. The examination process is administered internally by the School of Accountancy. No students will qualify for a special examination in this programme.

Please refer to the study guide for full details.

BACHELOR HONOURS DEGREE PROGRAMMES

Information

An Honours Degree Programme offers students who are already in possession of a relevant Bachelor's Degree or Advanced Diploma the opportunity to study further in their chosen field. Only the Bachelor Honours Degree following a corresponding first Bachelor's Degree may be registered for. In exceptional cases, and only for very well substantiated reasons, special permission may be granted for a student to switch to a non-corresponding Bachelor Honours programme.

Whereas a Bachelor's Degree Programme provides students with a solid foundation, it still is only for their chosen career. A Bachelor Honours Degree Programme paves the way for more advanced postgraduate studies, in other words, a Master's Degree Programme or, eventually, a Doctoral Degree Programme, which is the highest academic degree attainable.

Preconditions for Admission



To be considered for admission, an applicant should have a minimum average of 60% for at least two discipline-specific NQF level 7 modules or equivalents (with a minimum of 32 credits) in the final year of undergraduate. Applicants should, in addition, meet departmental admission requirements.



Permission to follow a Bachelor Honours Degree Programme in a particular discipline must be obtained from the dean on recommendation from the relevant departmental chair. Admission is further subject to departmental selection. This must be done prior to the student's registration for that particular year.

A Bachelor Honours Degree Programme offers opportunities for significantly enhancing knowledge in a preferred field of study, allowing students to acquire a deeper understanding and background that prepares the student more thoroughly. This degree also prepares students for research-based postgraduate study. A Bachelor Honours Degree could also carry recognition by an appropriate professional or statutory body. The following Bachelor Honours Degrees can be obtained in this faculty.

PRIVATE SECTOR MANAGEMENT

These programmes will not be offered if, in the sole discretion of the University of the Free State, a sufficient number of enrolments cannot be secured to render the programme sustainable.

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Bachelor of Commerce Honours with specialisation in Business Management	BComHons with specialisation in Business Management	B6600	66001	BC660012	111816
Bachelor of Commerce Honours with specialisation in Marketing	BComHons with specialisation in Marketing	B6600	66001	BC660010	111816
Bachelor of Commerce Honours with specialisation in Industrial Psychology	BComHons with specialisation in Industrial Psychology	B6600	66001	BC660031	111816
Bachelor of Commerce Honours with specialisation in Finance	BComHons with specialisation in Finance	B6600	66001	BC660025	111816
Bachelor of Commerce Honours with specialisation in Economics	BComHons with specialisation in Economics	B6600	66001	BC660020	111816
Bachelor of Commerce Honours with specialisation in Business and Financial Analytics	BComHons with specialisation in Business and Financial Analytics	B6600	66001	BC660024	111816

PUBLIC SECTOR MANAGEMENT

These programmes will not be offered if, in the sole discretion of the UFS, a sufficient number of enrolments cannot be secured to render the programme sustainable.

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Bachelor of Administration Honours	BAdminHons	B6640	66401	BC664040	111277

ACCOUNTANCY

These programmes will not be offered if, in the sole discretion of the University of the Free State, a sufficient number of enrolments cannot be secured to render the programme sustainable.

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Bachelor of Commerce Honours in Accounting	BComHons in Accounting	B6650	66501	BC665050	111819
Bachelor of Commerce Honours in Management Accounting	BComHons in Management Accounting	B6652	66521	BC665052	111824
Bachelor of Commerce Honours in Taxation	BComHons in Taxation	B6653	66531	BC665053	111825

PRIVATE SECTOR MANAGEMENT

BACHELOR OF COMMERCE HONOURS WITH SPECIALISATION IN BUSINESS MANAGEMENT

RULE F24

BComHons with specialisation in Business Management

Minimum total credits: 120
Academic plan code: BC660012

Preconditions for admission

Prospective students interested in applying for the Bachelor Honours Degree Programme in Business Management are required to have passed the following:



At least six of the undergraduate Business Management modules (or equivalent modules from other institutions), including EFMA2614 (Basic Financial Management) and EMAR3714 (Market Research), with an average mark of at least 60%, but not less than 55% in each module, of which



64 credits need to be at NQF Level 5 and/or NQF Level 6, and 32 credits at NQF Level 7.



The requirement for an honours degree is that you will need to have an undergraduate degree, which includes at least 6 Business management modules with an average of 60%. Two of these Business management modules will need to be at the 3rd year level, and you must also have passed them with an average of at least 60%. Due to limited capacity for supervision, priority will be given to candidates with the highest marks for selection to both programs.” **A 60% average will not guarantee acceptance to the programme.**

Curriculum

Module name	Semester 1	Semester 2
Venture Creation		EVEN6824
Strategic Management	ESEM6814	
Financial Management for Non-Financial Managers	EFMN6814	
Consumer Behaviour OR Project Management	ECBR6814	OR EPAP6824
Analytic Decision-Making		EADM6824
Research Report and Business Statistics	EBMD6800	
Structured module credits	32	32
Research credits	40	
Total credits	120	



BACHELOR OF COMMERCE HONOURS WITH SPECIALISATION IN MARKETING

RULE F25

BComHons *with specialisation in Marketing*

Minimum total credits: 120
Academic plan code: BC660010

Preconditions for Admission

Prospective students interested in applying for the Bachelor Honours Degree Programme in Marketing should meet the following conditions:



Pass at least six of the undergraduate Business Management modules (or equivalent modules from other institutions), including EFMA2614 (Basic Financial Management) and EMAR3714 (Market Research), with an average mark of at least 60%, but not less than 55% in each module, of which



64 credits need to be at NQF Level 5 and/or NQF Level 6, and 32 credits at NQF Level 7.



The requirement for an honours degree is that you will need to have an undergraduate degree, which includes at least 6 Business management modules with an average of 60%. Two of these Business Management modules will need to be at the 3rd year level, and you must also have passed them with an average of at least 60%. Due to limited capacity for supervision, priority will be given to candidates with the highest marks for selection to both programs.”

Curriculum

Module name	Semester 1	Semester 2
Omni-Channel Commerce		EOCC6824
Consumer Behaviour	ECBR6814	
Financial Management for Non-Financial Managers	EFMN6814	
Integrated Marketing Project		EIMP6824
Services Marketing	ESMT6814	
Research Report and Business Statistics	EBMD6800	
Structured module credits	48	32
Research credits	40	
Total credits	120	

BACHELOR OF COMMERCE HONOURS WITH SPECIALISATION IN INDUSTRIAL PSYCHOLOGY

RULE F26

BComHons with specialisation in Industrial Psychology

Minimum total credits: 160
Academic plan code: BC660031

Information

Prospective students must apply online on the university webpage the previous year before 30 September. Admission to the Bachelor Honours Degree Programme study is subject to the results of the selection process.

Preconditions for admission

In order to be considered for admission to the selection process for the Bachelor Honours Degree Programme, a prospective student must either have already obtained a Bachelor's Degree or qualify to obtain a Bachelor's Degree before enrolling for the Bachelor Honours Degree Programme.

It is recommended that students interested in applying for the Bachelor Honours Degree Programme in Industrial Psychology meet the following conditions:



Pass at least six of the undergraduate Industrial Psychology modules (or equivalent modules from other institutions), with a stated average mark of at least 65% and above, but not less than 60% in each module, of which



64 credits need to be at NQF Level 5 and/or NQF Level 6, and 32 credits at NQF Level 7. Students must have obtained an average mark of at least 65% or higher for their modules on NQF Level 7.



Please note: Research Methodology (EAHR3724) and Organisational Psychology (EORG3715) at undergraduate level are highly recommended.

Students who intend to do the Bachelor Honours Degree Programme in Industrial Psychology but are not registered for a BCom with specialisation in Human Resource Management Degree are advised to contact the departmental chair (Industrial Psychology) or course coordinator for directives regarding the compilation of their undergraduate Industrial Psychology modules.

Curriculum

Module name	Semester 1	Semester 2
Career Psychology		ECAP6824
Organisation Psychology	EORG6814	
Labour Relations	ELAB6814	
Human Resource Management		EHRM6824
Research Methodology	ERSM6814	ERSS6824
Psychological Assessment and Measurement	EPSM6808	EPSM6808
Research Report	ERIP6808	ERIP6808
Structured module credits	64	64
Research credits	32	
Total credits	160	

F26.1: The programme must be compiled in consultation with the departmental chair. Students who intend to complete their programme over two years should note that it is compulsory to register for ERSM6814, ERSS6824 and ERIP6808 during their first year of study.

BACHELOR OF COMMERCE HONOURS WITH SPECIALISATION IN FINANCE

RULE F27

BComHons with specialisation in Finance

Minimum total credits: 126
Academic plan code: BC660025

Information

Admission to the Bachelor Honours Degree Programme study is subject to approval by the departmental chair. **Students intending to apply for the 2023, 2024 and 2025 intakes need to adhere to the admission requirements according to the 2022 EMS Rule Book.** To be considered for admission to Bachelor Honours Degree studies in Finance, a student must have passed either:

- a. EINT3714, ELAB3712, EECT3724, EDEV3722, EECM3714 and EECM3724 (or equivalent modules if undergraduate studies were completed at another university) with an overall average of at least 60%.
- b. In addition, the student must have completed the following modules (or equivalents): EECF1614, EECF1624, EMIC2714, EACC1614 and EACC1624 (or equivalent modules) and obtained a minimum mark of 60% for EMAC2724.

OR

- c. EFET3714, EFET3724, EECM3714 and EECM3724 (or equivalent modules if undergraduate studies were completed at another university) with an overall average of at least 60%.
- d. In addition, the student must have completed the following modules (or): EECF1614, EECF1624, EMIC2714, EACC1614 and EACC1624 and obtained a minimum mark of 60% for EMAC2724.

In exceptional cases, admission to the programme may be granted to students who have completed an undergraduate degree in either Accounting, Taxation, Financial Planning or Auditing from the UFS or another University. Admission is granted at the discretion of the departmental chair.



Prospective students must apply before 30 September in the year prior to registering for the programme.

Curriculum

The curriculum is set out in the table below.

Detailed information regarding the methods of presentation is available on request from the departmental chair.

Module name	Semester 1	Semester 2
Macroeconomics	EMAC6814	
Introduction to Econometrics	EECO6814	
Mathematical Economics	EMAT6814	
Security Analysis	ESEC6814	
Financial Risk Management in Banking		EFRM6824
Derivative Instruments		EDER6824
Research Report	EPOM6800	
Structured module credits	64	32
Research credits	30	
Total credits	126	

F27.1: Progression Rule: Students will not be allowed to continue working on their research projects should they not pass two of these first semester modules: EMAC6814, EECO6814, EMAT6814. They will be allowed to complete the three second-semester modules.

BACHELOR OF COMMERCE HONOURS WITH SPECIALISATION IN ECONOMICS

RULE F28

BComHons with specialisation in Economics

Minimum total credits: 128
Academic plan code: BC660020

Information

Admission to a Bachelor Honours Degree Programme study is subject to approval by the departmental chair. **Students intending to apply for the 2023, 2024 and 2025 intakes must adhere to the admission requirements in the 2022 EMS Rule Book.**



To be considered for admission to Bachelor Honours Degree studies in Economics, a student must have passed a) EINT3714, ELAB3712, EECT3724, EDEV3722, EECM3714 and EECM3724 (or equivalent modules if that student completed undergraduate studies at another university) with an overall average of at least 60%. In addition, the student should have completed the following modules (or equivalents): EECF1614, EECF1624, EMIC2714 and obtained a minimum mark of 60% for EMAC2724.



Prospective students must apply before 30 September in the year prior to registering for the programme.

Curriculum

The curriculum must be compiled according to the table set out below. The selection of modules must be approved by the departmental chair. Detailed information regarding the methods of presentation and optimal composition of a programme package is available on request from the departmental chair.

Compulsory modules	Semester 1	Semester 2
Macroeconomics	EMAC6814	
Introduction to Econometrics	EECO6814	
Mathematical Economics	EMAT6814	
Research Report in Economics	EEDE6808	
Microeconomics		EMIC6824
Elective modules		Two of the following*:
International Economics		EINT6824
Labour Economics		ELAB6824
Behavioural and Experimental Economics		EEBE6824
Spatial Economics		ESPE6824
Structured module credits	48	48
Research credits	32	
Total credits	128	

*Electives may not be offered every year.

F28.1: Progression Rule: Students will not be allowed to continue working on their research projects should they not pass two of these first semester modules: EMAC6814, EECO6814, EMAT6814. They will be allowed to complete the three second-semester modules.

BACHELOR OF COMMERCE HONOURS WITH SPECIALISATION IN BUSINESS AND FINANCIAL ANALYTICS

RULE F29

BComHons with specialisation in Business and Financial Analytics

Minimum total credits: 142
Academic plan code: BC660024

Information

Admission to the Bachelor Honours Degree Programme study is subject to approval by the departmental chair. To be considered for admission to Bachelor Honours Degree studies in Business and Financial Analytics, a student must have passed either:

- EINT3714, ELAB3712, EECT3724, EDEV3722, EECM3714 and EECM3724 (or equivalent modules completed at another university) with an overall average of at least 60%.
- In addition, the student must have completed the following modules (or equivalents): EECF1614, EECF1624, EMIC2714, EACC1614 and EACC1624 (or equivalent modules) and obtained a minimum mark of 60% for EMAC2724.

OR

- EFET3714, EFET3724, STSA2616 or EECM3714, STSA2626 or EECM3724 (or equivalent modules completed at another university) with an overall average of at least 60%.
- In addition, the student must have completed the following modules (or): EECF1614, EECF1624, EMIC2714, EACC1614 and EACC1624 and obtained a minimum mark of 60% for EMAC2724.

At the discretion of the departmental chair, selection to the programme may be granted in exceptional cases to students who have completed an undergraduate degree in either Accounting, Taxation, Financial Planning or Auditing from the UFS or another University.



Prospective students must apply before 30 September in the year prior to registering for the programme.

Curriculum

The curriculum is set out in the table below.

Detailed information regarding the methods of presentation is available on request from the departmental chair.

Module name	Semester 1	Semester 2
Macroeconomics	EMAC6814	
Data Analytics for Business	EDAB6808	
Introduction to Econometrics	EECO6814	
Security Analysis	ESEC6814	
Financial Risk Management in Banking		EFRM6824
Derivative Instruments		EDER6824
Research Report	EDAR6800	
Structured module credits	64	48
Research credits	30	
Total credits	142	

F29.1: Progression Rule: Students will not be allowed to continue working on their research projects should they not pass these first semester modules: EMAC6814 and EECO6814. They will be allowed to complete the three second-semester modules.

PUBLIC SECTOR MANAGEMENT

BACHELOR OF ADMINISTRATION HONOURS

RULE F30

BAdminHons

Minimum total credits:

128

Academic plan code:

BC664040

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.

Preconditions for Admission



Admission to the programme is subject to approval by the departmental chair. For admission to a Bachelor Honours Degree 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 before 30 September, 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 supporting 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.

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		EPA06824
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	
Total credits	128	





ACCOUNTANCY

GENERAL MODULE PREREQUISITES FOR ADMISSION TO THE HONOURS PROGRAMMES

In order to register for a module specified in the left column of the table below, the applicant is required to have passed the module(s) specified in the right column.

Module	Precondition for admission
EFIN6808	EFIN3708/3738 or EACC6808/6838 or EACC5808/5838
EMFM6808	EMFM3708/3738 or EMAF6808/6838 or EMAF5808/5838
ETAX6808	ETAX3708/3738 or ETXN6808/6838 or ETXN5808/5838
EACG6808	EACG3708/3738 or EAUD6808/6838 or EAUD5808/5838
EACC6808	EACC3708 or EFIN2708
EAUD6808	EACG2708
ETXN6808	ETXN3708
EMAF6808	EMAF3708

EMS 14: SCHEDULING OF EXAMINATIONS

Postgraduate modules (and their equivalents) in the BAcc Honours and the BCom Honours in Management Accounting programmes may be scheduled outside of the official UFS Examination Timetable to meet the timeline requirements of the relevant professional bodies.

BACHELOR OF COMMERCE HONOURS IN ACCOUNTING

RULE F31

BComHons in Accounting

Minimum total credits: 128
Academic plan code: BC665050

Information



In addition to paving the way to further postgraduate studies, this programme may serve as an entrance route to the BAccHons or the PGDip (Chartered Accountancy), provided that all four core modules are successfully completed and the other prescribed requirements for admission are satisfied.



Students should have obtained at least a 60% weighted average in the third-year modules of the BCom (Accounting) degree (or an equivalent at another institution).



Students from other institutions must seek specific permission from the Programme Director: General Accountancy.

Curriculum

The curriculum comprises any three of the core modules listed below plus the research module (ERRA6808) in Accounting. Students following this route will, however, not qualify for entrance into BAccHons or PGDip (Chartered Accountancy).

Selected students who opt to register for all four core modules below plus the research module may articulate to BAccHons or PGDip (Chartered Accountancy) if all the other admission requirements of these programmes are also satisfied. Such students will be selected on the basis of their full study records.

Module name	Semester 1	Semester 2
Core Modules	Choose any three of the following:	
Financial Accounting		EACC6808
External Auditing		EAUD6808
Management Accounting and Finance		EMAF6808
Taxation		ETXN6808
Plus		
Research and Research Methodology for BCom Hons (Accounting)		ERRA6808
Structured module credits		96
Research credits		32
Total credits		128

**Students who have obtained this qualification and repeat the above modules for postgraduate studies should enrol for the "6838" codes instead of the "6808" codes. Please refer to the study guide for full details.*

BACHELOR OF COMMERCE HONOURS IN MANAGEMENT ACCOUNTING

RULE F32

BComHons (Management Accounting)

Minimum total credits: 128
Academic plan code: BC665052

Information

This programme is accredited by CIMA.

Preconditions for admission



This programme meets the education requirements of the Management Level of the Chartered Institute of Management Accountants (CIMA) and is aligned with the curriculum of CIMA.



Students must have obtained a relevant Bachelor's Degree with a weighted average of at least 58% in the third-year modules of Accounting, Managerial Accounting; Financial Management and Strategic Management of the BCom (Accounting) degree (or an equivalent at another institution).



Students from other institutions must seek specific permission for admission from the Programme Director: General Accountancy. For applicants on the CIMA study path, these will only be considered if they present the equivalent of an NQF level 7 qualification and have obtained credits or exemptions for papers E1, F1 and P1 and have passed the operational case study of CIMA within the three years preceding the year of registration for the BComHons (Management Accounting).

Curriculum

Individuals who wish to pursue the Chartered Global Management Accountant (CGMA) designation should register with the Chartered Institute of Management Accountants (CIMA) and must pass the three CIMA-administered case study exams: the Operational Case Study Exam, the Management Case Study Exam and the Strategic Case Study Exam.

The BComHons (Management Accounting) programme consists of three coursework modules plus a research module (ERRC6808). As the three coursework modules are aligned with the outcomes on the Management Level on the CIMA curriculum, students registered with CIMA, who successfully complete the BComHons (Management Accounting) programme, are eligible for eleven CIMA exam exemptions and will enter the CIMA qualification framework at the Management Case Study Exam level (i.e. exemption is granted from the Operational Case Study Exam).

Students who successfully pass the CIMA Management Case Study Exam can apply for credit for the research module ERRC6808. However, for this alternative study route, it is strongly recommended that students attempt the CIMA Management Case Study Exam in the same year that they register for the BComHons (Management Accounting) programme – as this will facilitate the process of obtaining provisional admission to the CIMA Management Case Study Exam.

Module name	Semester 1	Semester 2
Advanced Financial Reporting – Paper F2		EFMA6808
Advanced Management Accounting – Paper P2		EPMA6808
Project and Relationship Management – Paper E2		EEMA6808
Research and Research Methodology for BComHons (Management Accounting)		ERRC6808
Structured module credits		96
Research credits		32

Please refer to the study guide for full details.

BACHELOR OF COMMERCE HONOURS IN TAXATION

RULE F33

BComHons (Taxation)

Minimum total credits: 124
Academic plan code: BC665053

Information



This programme aims to develop tax professionals who will receive advanced credits towards the tax articles offered by the South African Institute of Taxation (SAIT). Successful completion of SAIT's tax articles may lead to professional membership as a Tax Advisor with SAIT.



Students are required to have obtained the following:

- a Bachelor of Commerce in Accounting Degree with a minimum weighted average mark for the exit-level modules of 60% with a final mark of at least 65% in the exit-level Taxation module; or
- a Bachelor of Accounting Degree, with a final mark of at least 55% in the exit-level Taxation module.



Students from other institutions must seek specific permission for admission from the Programme Director: General Accountancy.

Curriculum

The programme consists of six coursework modules plus a research project.

Module name	Semester 1	Semester 2
Value-Added Tax		ETXV6803
Capital Gains Tax		ETXG6803
Basic Corporate Taxation		ETXB6803
Advanced Corporate Taxation		ETXC6803
Estate Planning		ETXE6803
Personal Taxation		ETXS6803
Tax Administration		ETXA6803
Tax Implications of Investments		ETXW6803
Research and Research Methodology		ERRD6808
Structured module credits		96
Research credits		32
Total credits		128

Please refer to the study guide for full details of these modules.

BACHELOR OF ACCOUNTING HONOURS

RULE F34

BAccHons

Minimum total credits: 160
Academic plan code: BC666060



This programme serves as a prerequisite and entrance requirement for the Initial Test of Competence (ITC) / Initial Assessment of Competence (IAC) examination of the South African Institute of Chartered Accountants (SAICA).



Students are required to have obtained a BAcc Degree (or an equivalent) with a combined average of at least 58% in the following core module sets, as well as a final mark of at least 55% in each of the constituent modules:

- EFIN3708/EFIN3738/EACC6808/EACC6838/EACC5808/EACC5838;
- ETAX3708/ETAX3738/ETXN6808/ETXN6838/ETXN5808/ETXN5838;
- EMFM3708/EMFM3738/EMAF6808/EMAF6838/EMAF5808/EMAF5838;
- EACG3708/EACG3738/EAUD6808/EAUD6838/EAUD5808/EAUD5838.

It is strongly recommended but not required that all the above modules be passed in the year immediately preceding that in which the postgraduate study is undertaken.



Students from other institutions must seek specific permission from the Programme Director: Chartered Accountancy and Research.

This programme is accredited by the SA Institute of Chartered Accountants for graduates to write its ITC/IAC examination.

Curriculum

The programme is comprised of the following four core year modules plus a research report. Students who fail to complete the Research Module (ERRB6808) but pass all four core modules will be converted to the PGDip (CA) before the end of the academic year.

Module	Semester 1	Semester 2
Core Modules		
Financial Accounting		EFIN6808
Managerial Accounting and Financial Management		EMFM6808
Taxation		ETAX6808
Auditing and Corporate Governance		EACG6808
Plus		
Research and Research Methodology for BAcc Hons		ERRB6808
Structured module credits		128
Research credits		32
Total credits		160

F34.1: The BAccHons will only be awarded, and entrance to the ITC / IAC will only be granted if a student passes all four core modules above in the same academic year and has obtained the research credits.

F34.2: Students are only allowed to enrol for this qualification for two consecutive years.

F34.3: Students who do not pass all four core modules simultaneously in the first year of attempt will be required to repeat all four core modules in the second year of attempt. If students do not pass all four core modules simultaneously in the second year of attempt, they will not be allowed to enrol for this qualification for a third attempt.

F34.4: Students who passed one or more modules in a previous academic year (having attempted the BAccHons at the University of the Free State in a previous year) but repeat it / these in a subsequent year should enrol for the “6838” module code(s) instead of the “6808” module code(s).

F34.5: In order to allow students to register in time for the ITC / IAC examination of SAICA, both the main and supplementary examinations are finalised in October/November each year. The examinations process is administered internally by the School of Accountancy. No students will qualify for a special examination in this programme.

Please refer to the study guide for full details.

MASTER'S DEGREE PROGRAMMES

A Master's Degree Programme offers students who are already in possession of an NQF Level 8 exit qualification the opportunity to further their studies in a specialised field of their preference.

A Bachelor's Degree provides a student with a solid general foundation, and a Bachelor Honours Degree Programme offers advanced knowledge in a specific subject or area. Additional postgraduate study for a Master's Degree is an invaluable way of focusing more scientifically on one's field of specialisation. It is also the prerequisite programme for the highest academic qualification, namely a Doctoral Degree.

Except in the case of MPA or MBA programmes, only the Master's Degree that corresponds with the previously obtained Bachelor and Honours Degrees will be conferred. In exceptional cases, only (and only for very well-substantiated reasons) may special permission be granted for a prospective student to be accommodated in a cognate Master's Degree Programme.

Except for programmes such as MPA or MBA, a Master's Degree Programme is obtained in a specific discipline or subject. Two paths lead to the Master's Degree in this faculty. Accordingly, a Master's Degree may be obtained via either of the following options:

Path 1 (Structured programme)	Path 2 (Research)
by coursework and dissertation	by full dissertation or two publishable manuscripts/ published articles

The Master's Degree Programmes offered by this faculty are listed in this section.

PRIVATE SECTOR MANAGEMENT

These programmes will not be offered if, in the sole discretion of the University of the Free State, a sufficient number of enrolments cannot be secured to render the programme sustainable.

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Master of Commerce with specialisation in Business Management	MCom with specialisation in Business Management	B6800	68001	BC680013 (Research)	111852
Master of Industrial Psychology	MIndPsych	B6731	67310	BC673101 (Structured)	97780
Master of Commerce with specialisation in Industrial Psychology	MCom with specialisation in Industrial Psychology	B6800	68001	BC680031 (Research)	111852
Master of Commerce with specialisation in Finance	MCom with specialisation in Finance	B6700	67001	BC670025 (Structured)	111852
Master of Commerce with specialisation in Finance	MCom with specialisation in Finance	B6800	68001	BC680025 (Research)	111852
Master of Commerce with specialisation in Economics	MCom with specialisation in Economics	B6700	67001	BC670020 (Structured)	111852
Master of Commerce with specialisation in Economics	MCom with specialisation in Economics	B6800	68001	BC680020 (Research)	111852
Master of Commerce with specialisation in Business and Financial Analytics	MCom with specialisation in Business and Financial Analytics	B6700	67001	BC670024 (Structured)	111852

PUBLIC SECTOR MANAGEMENT

These programmes will not be offered if, in the sole discretion of the University of the Free State, a sufficient number of enrolments cannot be secured to render the programme sustainable.

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Master of Administration	MAdmin	B6840	68401	BC684040 (Research)	112120
Master of Public Administration	MPA	B6740	67401	BC674040 (Structured)	8641

ACCOUNTANCY

These programmes will not be offered if, in the sole discretion of the University of the Free State, a sufficient number of enrolments cannot be secured to render the programme sustainable.

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Master of Commerce with specialisation in Financial Accounting	MCom with specialisation in Financial Accounting	B6800	68001	BC685051 (Research)	111852

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Master of Commerce with specialisation in Management Accounting	MCom with specialisation in Management Accounting	B6800	68001	BC685052 (Research)	111852
Master of Commerce with specialisation in Taxation	MCom with specialisation in Taxation	B6800	68001	BC685053 (Research)	111852
Master of Commerce with specialisation in Auditing	MCom with specialisation in Auditing	B6800	68001	BC685054 (Research)	111852
Master of Accounting with specialisation in Financial Accounting	MAcc with specialisation in Financial Accounting	B6860	68601	BC686061 (Research)	112104
Master of Accounting with specialisation in Management Accounting	MAcc with specialisation in Management Accounting	B6860	68601	BC686062 (Research)	112104
Master of Accounting with specialisation in Taxation	MAcc with specialisation in Taxation	B6860	68601	BC686063 (Research)	112104
Master of Accounting with specialisation in Auditing	MAcc with specialisation in Auditing	B6860	68601	BC686064 (Research)	112104

MASTER OF DEVELOPMENT STUDIES

These programmes will not be offered if, in the sole discretion of the University of the Free State, a sufficient number of enrolments cannot be secured to render the programme sustainable.

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Master of Development Studies	MDevStud	B6771	67711	BC677178 (Structured – Option A)	111876
Master of Development Studies	MDevStud	B6771	67711	BC677179 (Structured – Option B)	111876
Master of Development Studies	MDevStud	B6871	68711	BC687171 (Research)	111876

GENERAL INFORMATION APPLICABLE TO RESEARCH MASTER'S DEGREES

ADMISSION

Permission to follow a Master's Degree Programme in a certain discipline must be obtained from the dean on recommendation from the relevant departmental chair. Admission is further subject to departmental selection. This must be done prior to the student's registration for that particular year. According to the General Academic Rule A20.1(a) a student is required to first inform the relevant academic department before applying online on the UFS system.

All students registered according to the dissertation option should, in collaboration with the study leader(s), prepare at least one manuscript for publication in an approved research journal before the dissertation is submitted for examination.

Please note: The information below applies to students wishing to complete a Master's dissertation, as well as those wishing to complete a full Master's dissertation with interrelated publishable manuscripts or published articles.

EMS 15: Students wishing to complete a Master's dissertation must comply with the following procedure.

EMS 15.1: Submit an academic record as part of an application to the relevant department and, on the basis of the academic performance, obtain permission from the head of the relevant department to proceed with the process.

EMS 15.2: The relevant department may also require the applicant to write a language proficiency test, which will be used, together with the student's academic record, to gain permission from the department head to proceed with the process.

EMS 15.3: Within three months of the registration, submit a research proposal to the relevant departmental Master's committee evaluating Master's research proposals and present the proposal to the committee. The three months can be extended by another three months if the student has to resubmit the proposal – see below for more details on resubmission. Note that 3 (+3) months is the maximum time allowed.

EMS 15.4: An acceptable research proposal and provisional title must usually be approved by the faculty research committee or faculty board, including compliance with the ethics committees' requirements within the first six (6) months after registration. Once the faculty board has approved a title registration, the information is entered into the system by staff in the relevant faculties.

EMS 15.5: The departmental master's committee should then consider approval of the proposal. Once approval is granted, the student is allowed to continue. If approval is not granted, the student may be given three months to resubmit the proposal. Thus, the research proposal should be finalised and approved within the first six months of registration.

EMS 15.6: Following approval by the departmental master's committee, the title, the supervisor(s) and assessors must be submitted for approval at the first upcoming meeting of the faculty's research committee. The internal supervisor should register the titles and the supervisor(s) and assessors simultaneously.

EMS 15.7: In addition to approval of the research proposal at the departmental master's committee, the student may, following approval at the departmental master's committee, also be required to obtain ethical clearing at the relevant University ethical committee.

EMS 15.8: A research Master's Degree can be completed either as a research dissertation or two interrelated publishable manuscripts/published articles. The requirement with respect to a Master's Degree by research is a minimum of two (2) interrelated publishable manuscripts/published articles in the form of a manuscript that should be submitted to the supervisor.

EMS 15.9: Students should re-register annually by the end of March until the completion of the Master's Degree.

EMS 15.10: The degree must be completed within the period prescribed by University regulations.

PRIVATE SECTOR MANAGEMENT

MASTER OF COMMERCE WITH SPECIALISATION IN BUSINESS MANAGEMENT

MCom with specialisation in Business Management (Research)

RULE F35

Minimum total credits: 180
Academic plan code: BC680013

Information



Prospective students must apply for admission to the programme to the departmental chair prior to registration. The programme can be taken full-time or part-time.

Preconditions for Admission



The applicant should have obtained a Bachelor of Honours Degree with an average of at least 65% and a mark of 65% for the Honours research report.

Curriculum

EMBM8900	A dissertation on an approved topic based on original research in a study field of Business Management.
Research credits	180

MASTER OF INDUSTRIAL PSYCHOLOGY

MindPsych (Structured)

RULE F36

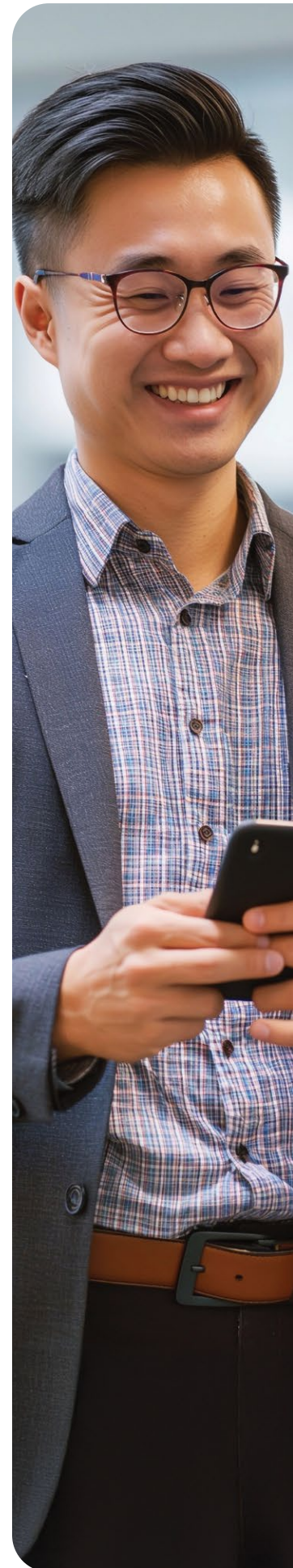
Minimum total credits: 218
Academic plan code: BC673101

Information



The Master of Industrial Psychology programme aims to provide students with a well-rounded education, with advanced and practical knowledge of Industrial Psychology. The qualification is designed to equip students with the necessary professional skills required by the Health Professions Council of South Africa (HPCSA) to register as Industrial Psychologists. Graduating with a Master of Industrial Psychology provides graduandi with a further opportunity to enter into an internship programme and, after that, a board examination to register as Industrial Psychologists with the HPCSA.

Prospective students must apply for admission to the programme before 30 September.



Preconditions for admission



The applicant should have obtained a relevant Bachelor Honours Degree in Industrial Psychology (or an equivalent qualification at NQF Level 8) with an average of at least 65% and a mark of at least 65% for the honours research report.



Admission to this Master's Degree Programme is subject to approval by the departmental chair and the departmental selection committee based on a satisfactory study record.

The department may also use the following as additional essential entrance criteria: competency-based interviews, in-basket exercises and the submission of an essay in which the applicant describes the focus of the envisaged study within the department's specific research focus areas.

Curriculum

The curriculum must be compiled according to the table set out below. Students will have a minimum of one year to complete the modules if they study full-time. However, those students studying part-time will have two years to complete the degree. It is important to note that students must start with the programme during their first year of study.

Module name	First academic year	
	Semester 1	Semester 2
Advanced Career Psychology	ECAP7915	
Advanced Assessment	EASS7915	
Employee Wellbeing	EEWB7915	
Advanced Research Methodology	ERSM7914	
Advanced Organisation Psychology		EORG7925
Advanced Personnel Psychology		EPPS7925
Professional Ethics in the Workplace		EPEW7923
Mini-dissertation	EMID7900	
	Second academic year	
Mini-dissertation	EMID7900	
Structured module credits	76	52
Research credits	90	
Total credits	218	

F 36.1: A postgraduate student registered for a structured master's degree (coursework and research) can submit one publishable or published article instead of submitting a mini dissertation

F 36.2: All coursework modules need to be completed and passed before a student can participate in the internship.

F36.3: A student must have completed and passed all coursework modules, the mini-dissertation and the internship in order to graduate as prescribed by the HPCSA.

MASTER OF COMMERCE WITH SPECIALISATION IN INDUSTRIAL PSYCHOLOGY

RULE F37

MCom with specialisation in Industrial Psychology (Research)

Minimum total credits: 180
Academic plan code: BC680031

Information



Admission to this Master's programme is subject to approval by the departmental chair based on a satisfactory study record. Prospective students must apply for admission to the programme prior to registration. A letter of application, an academic record, and certified copies of programme certificates should be sent or emailed to the Department of Industrial Psychology's chair.

Curriculum

EDIP8900	A Master's dissertation furnishing proof that the student is capable of producing scientific research.
Research credits	180

F37.1: A postgraduate student registered for a master's degree by research can submit two interrelated publishable or published articles.

MASTER OF COMMERCE WITH SPECIALISATION IN FINANCE

RULE F38

MCom with specialisation in Finance (Structured)

Minimum total credits: 180
Academic plan code: BC670025

Preconditions for admission



Admission to a Master's Degree Programme is subject to approval by the chair of the department. To be admitted, students should have obtained an average of at least 65% in their Bachelor Honours Degree Programme.



Prospective students must apply for admission to the programme prior to registration.

Students who completed an Honours Degree in one field of specialisation presented in the department but wish to complete a Master's Degree in another field that is also presented in the department may only do so with the permission of the chair of the department. Additionally, before enrolment, students must complete all the compulsory modules (or equivalents) of the Honours Degree corresponding to the Master's Degree for which they wish to enrol. Detailed information concerning the methods of presentation and the optimal compilation of a programme package is available from the chair of the Department of Economics and Finance.

Module description	Module codes	
	Semester 1	Semester 2
Macroeconomics		EMAC7924
Advanced Time-series Econometrics	EECT7915	
Financial Modelling		EFMD7924
Advanced Financial Risk Management		EQFR7924
Capita Selecta		EECS7924
	One of the following options:*	
Cross-sectional and Panel Data Econometrics	ECPE7915	
	OR	
	Two of the following:	
Data and Business Analytics	MBAN7910	
Social Entrepreneurship	MENT7910	
Managing Society and the Future	MMSF7910	
Plus		
Mini-dissertation	EEDI7900	
Structured module credits	40	48
Research credits	92	
Total credits	180	

*Students must confirm with the head of the department which elective modules are available for the specific semester. In order to select the option of two of either MBAN7910, MENT7910 or MMSF7910, a candidate must be registered as part of the Consecutive Masters Degree Programme with the Salzburg University of Applied Sciences.

MASTER OF COMMERCE WITH SPECIALISATION IN FINANCE

RULE F39

MCom with specialisation in Finance (Research)

Minimum total credits: 180
Academic plan code: BC680025

Preconditions for admission



Admission to a Master's Degree Programme is subject to approval by the departmental chair. To be admitted, students should have obtained an average of at least 65% in their Bachelor of Honours Degree.

In addition, students wishing to be admitted to complete their Master's degree by dissertation should also have obtained at least 65% in their Bachelor Honours research report (or equivalent).



Prospective students must apply for admission to the programme prior to registration.

Curriculum

EEDI8900	A Master's dissertation furnishing proof that the student is capable of producing scientific research.
Research credits	180

MASTER OF COMMERCE WITH SPECIALISATION IN ECONOMICS

RULE F40

MCom with specialisation in Economics (Structured)

Minimum total credits: 180

Academic plan code: BC670020

Preconditions for admission



Admission to a Master's Degree Programme is subject to approval by the chair of the department. To be admitted, students should have obtained an average of at least 65% in their Bachelor Honours Degree.



Prospective students must apply for admission to the programme prior to registration.

Students who completed an Honours Degree in one field of specialisation presented in the department but wish to complete a Master's Degree in another field that is also presented in the department may only do so with the permission of the chair of the department. Additionally, before enrolment, students must complete all the compulsory modules (or equivalents) of the Honours Degree corresponding to the Master's Degree for which they wish to enrol. Detailed information concerning the methods of presentation and the optimal compilation of a programme package is available from the chair of the Department of Economics and Finance.

Curriculum

Module name	Module codes	
	Semester 1	Semester 2
Macroeconomics		EMAC7924 (16)
Applied Industrial Organisation		EMIC7924 (16)
Advanced Time-Series Econometrics	EECT7915(20)	
Cross-section and Panel Data Econometrics	ECPE7915 (20)	
Development Economics		EDEV7924 (16)
Plus		
Mini-dissertation in Economics	ERES7900	
Structured module credits	40	48
Research credits		92
Total credits		180

MASTER OF COMMERCE WITH SPECIALISATION IN ECONOMICS

RULE F41

MCom with specialisation in Economics (Research)

Minimum total credits: 180
Academic plan code: BC680020

Preconditions for admission

Admission to a Master's Degree Programme is subject to approval by the departmental chair.



To be admitted, students should have obtained an average of at least 65% in their Bachelor Honours Degree. In addition, students wishing to be admitted to complete their Master's Degree by dissertation should also have obtained at least 65% in their Bachelor Honours research report (or equivalent).



Prospective students must apply for admission to the programme prior to registration.

Curriculum

EEDE8900	A Master's dissertation furnishing proof that the student is capable of conducting scientific research.
Research credits	180

MASTER OF COMMERCE WITH SPECIALISATION IN BUSINESS AND FINANCIAL ANALYTICS

RULE F42

MCom with specialisation in Business and Financial Analytics (Structured)

Minimum total credits: 180
Academic plan code: BC670024

Preconditions for admission



Admission to a Master's Degree Programme is subject to approval by the chair of the department. To be admitted, students should have obtained an average of at least 65% in their Bachelor Honours Degree.



Prospective students must apply for admission to the programme prior to registration.

Students who completed an Honours Degree in one field of specialisation presented in the department but wish to complete a Master's Degree in another field that is also presented in the department may only do so with the permission of the chair of the department. Additionally, before enrolment, students must complete all the compulsory modules (or equivalents) of the Honours Degree corresponding to the Master's Degree for which they wish to enrol. Detailed information concerning the methods of presentation and the optimal compilation of a programme package is available from the chair of the Department of Economics and Finance.

Module description	Module codes	
	Semester 1	Semester 2
Advanced Time-series Econometrics	EECT7915	
Financial modelling		EFMD7924
Advanced Financial Risk Management		EQFR7924
Advanced Business Analytics	EDAB7905	
Advanced Business Programming	EDAP7905	
Research report	EEDA7900	
Structured module credits	40	52
Research credits	88	
Total credits	180	

MASTER OF PUBLIC ADMINISTRATION

RULE F43

MPA

(Structured)

Minimum total credits:

186

Academic plan code:

BC674040

Information



The MPA is an established career-focused postgraduate programme aimed at high-level management in the public sector. It is intended for graduates who have not necessarily had an undergraduate background in public administration or management but have gained relevant career experience in the public sector or related areas and want to strengthen their management abilities.

Preconditions for admission

Admission to the programme is subject to approval by the departmental chair. To be admitted to the MPA Degree, an applicant should have:

- Any Bachelor's Honours degree or Postgraduate Diploma (NQF level 8).
- Obtained an average of 65% for his/her qualification or equivalent.
- Five years of proven management experience in the Public Sector (on Assistant Director – or Middle Manager levels or above).
- Passed a proficiency assessment at the level determined by the department.

The proficiency assessment comprises two rounds of selection. The first selection round is based on an applicant's work profile and whether he/she meets the admissions requirements. During the second selection round, applicants are invited for an online written discipline-specific assessment. This assessment is developed and assessed by the Department.

Prospective students must apply for admission to the programme 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 supporting documents should accompany an application:

- Certified copy of ID/passport.
- Academic record.
- Certified copies of academic qualifications.
- A curriculum vitae providing evidence that an applicant has at least five years of proven management experience in the public sector.
- A letter from an applicant's employer's human resources department confirming his/her appointment status and rank.

NB:

Applications with outstanding documents will be regarded as incomplete and will not be considered.

Curriculum

A student in the MPA Programme must be registered for a minimum of two years. The programme comprises the following core modules.

Module name	Semester 1	Semester 2
	First academic year	
Public Policy Management and Service Delivery	EPAP7914	
Public Financial Administration and Management	EPAF7914	
Public Human Resource Management	EPAH7914	
Research Methodology in Public Administration		EPAR7924
Organisational Analysis & Inter-Governmental Relations		EPAO7924
Project Management for Public Managers		EPAP7924
Second academic year		
Mini-dissertation in Public Administration	EPAR7900	
Structured module credits	48	48
Research credits	90	
Total credits	186	

F43.1: To continue with the mini-dissertation, a student must have successfully completed the EPAR7924 module in research methodology (or equivalent modules if that student completed his/her studies at another university). The topic for the mini-dissertation must be selected in conjunction with the study leader as per the research areas in the department. The mini-dissertation must be completed within two years after successful completion of the written examinations, failing which students will only be granted re-admission for a subsequent year if proof can be provided that satisfactory progress is being made with the mini-dissertation.

F43.2: Students who did not pass EPAR7924 after two attempts will be academically excluded and not allowed to continue with their studies since it will not be possible to complete the qualification within the prescribed residential period of N+1.

MASTER OF ADMINISTRATION

RULE F44

MAdmin (Research)

Minimum total credits: 180
Academic plan code: BC684040

Information

The MAdmin Degree Programme consists of a single advanced research project, completed either as a research dissertation or two interrelated publishable manuscripts/published articles. All students registered according to the dissertation option should, in collaboration with the study leader/s, prepare at least one publishable manuscript in an approved research journal before submitting the dissertation for examination.

Preconditions for admission

Admission to the programme is subject to approval by the departmental chair. To be admitted to the Master's programme an applicant should have:

- Obtained at least an average of 65% for his/her Honours degree or a relevant postgraduate diploma with a research component.
- Passed a module in research methodology (or equivalent modules if that student completed his/her studies at another university).
- Passed a proficiency assessment at a level determined by the department.

The proficiency assessment comprises two rounds of selection. The first selection round is based on an assessment of whether an applicant meets the admissions requirements. During the second selection round, applicants who meet these requirements are invited for an online written discipline-specific assessment and an interview. Assessments are developed and assessed by the Department.

Prospective students must apply for admission to the programme 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 supporting documents should accompany an application.

- Certified copy of ID/passport.
- Curriculum Vitae.
- Academic record.
- Certified copies of academic qualifications.

NB:

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

Curriculum

EPAM8900	Dissertation in Public Administration
Research credits	180



ACCOUNTANCY

MASTER OF COMMERCE WITH SPECIALISATION IN FINANCIAL ACCOUNTING

RULE F45

MCom with specialisation in Financial Accounting (Research)

Minimum total credits: 180
Academic plan code: BC685051

Preconditions for admission



Admission to the Master's Degree programme is subject to approval by the Programme Director of Chartered Accountancy and Research.



The applicant should have obtained a relevant Bachelor Honours Degree (or an equivalent qualification at NQF Level 8) with an average of at least 60%.

Curriculum

EFAC8900	Dissertation or two interrelated, publishable manuscripts / published articles in Financial Accounting
Research credits	180

The curriculum includes the student's participation in research methodology workshops, seminars and/or other interventions, as advised by the supervisor(s).

MASTER OF COMMERCE WITH SPECIALISATION IN MANAGEMENT ACCOUNTING

RULE F46

MCom with specialisation in Management Accounting (Research)

Minimum total credits: 180
Academic plan code: BC685052

Preconditions for admission



Admission to the Master's Degree programme is subject to approval by the Programme Director of Chartered Accountancy and Research.



The applicant should have obtained a relevant Bachelor Honours Degree (or an equivalent qualification at NQF Level 8) with an average of at least 60%.

Curriculum

EMAF8900	Dissertation or interrelated, publishable manuscripts/published articles in Management Accounting
Research credits	180

The curriculum includes the student's participation in research methodology workshops, seminars and/or other interventions, as advised by the supervisor(s).

MASTER OF COMMERCE WITH SPECIALISATION IN TAXATION

RULE F47

MCom with specialisation in Taxation (Research)

Minimum total credits: 180

Academic plan code: BC685053

Preconditions for admission



Admission to the Master's Degree programme is subject to approval by the Programme Director of Chartered Accountancy and Research.



The applicant should have obtained a relevant Bachelor Honours Degree (or an equivalent qualification at NQF Level 8) with an average of at least 60%.

Curriculum

ETXN8900	Dissertation or two interrelated, publishable manuscripts/published articles in Taxation
Research credits	180

The curriculum includes the student's participation in research methodology workshops, seminars and/or other interventions, as advised by the supervisor(s).

MASTER OF COMMERCE WITH SPECIALISATION IN AUDITING

RULE F51

MCom with specialisation in Auditing (Research)

Minimum total credits: 180
Academic plan code: BC685054

Preconditions for admission



Admission to the Master's Degree programme is subject to approval by the Programme Director of Chartered Accountancy and Research.



The applicant should have obtained a relevant Bachelor Honours Degree (or an equivalent qualification at NQF Level 8) with an average of at least 60%.

Curriculum

EAUD8900	Dissertation or two interrelated, publishable manuscripts/published articles in Auditing
Research credits	180

The curriculum includes the student's participation in research methodology workshops, seminars and/or other interventions, as advised by the supervisor(s)

MASTER OF ACCOUNTING WITH SPECIALISATION IN FINANCIAL ACCOUNTING

RULE F49

MAcc with specialisation in Financial Accounting (Research)

Minimum total credits: 180
Academic plan code: BC686061

Preconditions for admission



Admission to the Master's Degree programme is subject to approval by the Programme Director of Chartered Accountancy and Research.



The applicant should have obtained a relevant Bachelor of Accounting Honours Degree (or an equivalent qualification at NQF Level 8). Applicants must have completed a SAICA-accredited chartered accountancy postgraduate qualification (NQF 8) that provides direct entry into the SAICA Initial Test of Competence (ITC) / Initial Assessment of Competence (IAC); and must have obtained a weighted average of at least 53% (not rounded to the next integer) in the SAICA-accredited chartered accountancy postgraduate qualification (NQF 8).

Curriculum

EFIN8900	Dissertation or two interrelated, publishable manuscripts/published articles in Accounting
Research credits	180

MASTER OF ACCOUNTING WITH SPECIALISATION IN MANAGEMENT ACCOUNTING

RULE F50

MAcc with specialisation in Management Accounting (Research)

Minimum total credits: 180

Academic plan code: BC686062

Preconditions for admission



Admission to the Master's Degree programme is subject to approval by the Programme Director of Chartered Accountancy and Research.



The applicant should have obtained a relevant Bachelor of Accounting Honours Degree (or an equivalent qualification at NQF Level 8). Applicants must have completed a SAICA-accredited chartered accountancy postgraduate qualification (NQF 8) that provides direct entry into the SAICA Initial Test of Competence (ITC) / Initial Assessment of Competence (IAC); and must have obtained a weighted average of at least 53% (not rounded to the next integer) in the SAICA-accredited chartered accountancy postgraduate qualification (NQF 8).

Curriculum

EMFM8900	Dissertation or two interrelated, publishable manuscripts/published articles in Management Accounting
Research credits	180

The curriculum includes the student's participation in research methodology workshops, seminars and/or other interventions, as advised by the supervisor(s).

MASTER OF ACCOUNTING WITH SPECIALISATION IN TAXATION

RULE F51

MAcc with specialisation in Taxation (Research)

Minimum total credits: 180

Academic plan code: BC686063

Preconditions for admission



Admission to the Master's Degree programme is subject to approval by the Programme Director of Chartered Accountancy and Research.



The applicant should have obtained a relevant Bachelor of Accounting Honours Degree (or an equivalent qualification at NQF Level 8). Applicants must have completed a SAICA-accredited chartered accountancy postgraduate qualification (NQF 8) that provides direct entry into the SAICA Initial Test of Competence (ITC) / Initial Assessment of Competence (IAC); and must have obtained a weighted average of at least 53% (not rounded to the next integer) in the SAICA-accredited chartered accountancy postgraduate qualification (NQF 8).

Curriculum

ETAX8900	Dissertation or two interrelated, publishable manuscripts/published articles in Taxation.
Research credits	180

The curriculum includes the student's participation in research methodology workshops, seminars and/or other interventions, as advised by the supervisor(s).

MASTER OF ACCOUNTING WITH SPECIALISATION IN AUDITING

MAcc with specialisation in Auditing (Research)

RULE F52

Minimum total credits: 180
Academic plan code: BC686064

Preconditions for admission



Admission to the Master's Degree programme is subject to approval by the Programme Director of Chartered Accountancy and Research.



The applicant should have obtained a relevant Bachelor of Accounting Honours Degree (or an equivalent qualification at NQF Level 8). Applicants must have completed a SAICA-accredited chartered accountancy postgraduate qualification (NQF 8) that provides direct entry into the SAICA Initial Test of Competence (ITC) / Initial Assessment of Competence (IAC); and must have obtained a weighted average of at least 53% (not rounded to the next integer) in the SAICA-accredited chartered accountancy postgraduate qualification (NQF 8).

Curriculum

EACG8900	Dissertation or two interrelated, publishable manuscripts/published articles in Auditing.
Research credits	180

The curriculum includes the student's participation in research methodology workshops, seminars and/or other interventions, as advised by the supervisor(s).

MASTER OF DEVELOPMENT STUDIES

The Centre for Development Support (CDS) presents an interdisciplinary Master of Development Studies Degree Programme with lecturers from different departments and centres at the UFS and several other collaborating universities facilitating module material.

The CDS has completed several rapid assessments identifying a great demand for qualified development managers and development workers in the public, NGO and private sectors in Southern Africa. This training field is relatively untapped, and a niche market exists to deepen the understanding of development issues among participants. The programme definitely meets the expectations and needs of society.

Admission requirements

Over and above the General Academic Rules regarding admission to the UFS and the admission to the Master's Degree, the following admission requirements must be met:



- a.** A recognised qualification with 120 credits at NQF Level 8 or equivalent by means of Recognition of Prior Learning (RPL).
- b.** A satisfactory academic performance.
- c.** Five years of work-related learning experience in development.



Prospective applicants need to complete an application form and hand in the following:

- d.** MDS application.
- e.** Recommendation forms.
- f.** An essay: Topic: "What do you consider to be the most significant development challenges facing your region?"
- g.** Motivation on why you wish to be included in the Master of Development Studies Degree Programme.
- h.** Academic record.
- i.** Curriculum Vitae.

A selection takes place at the end of the year. Admission requirements apply. An admission committee will assess all applicants' prior learning against a set of outcomes written according to level descriptors at NQF Level 8. The number of students allowed will depend on the availability of staff and resources.





STRUCTURED AND RESEARCH STUDY OPTIONS

MASTER OF DEVELOPMENT STUDIES (STRUCTURED – OPTION A)

RULE F53

MDevStud (Structured)

Minimum total credits:

230

Academic plan code:

BC677178 (Option A)

Curriculum

Module name	Credits	Module code
Core		
Development, Underdevelopment and Poverty	20	EDSA7905
Governance and Development	20	EDSB7905
Development and Natural Environment	20	EDSC7905
Applied Development Research	20	EDSD7905
Project Management for Development	20	EDSE7905
Choose electives with a total of 40 credits		
Rural and Agrarian Development	20	EDSF7905
Gender and Development	20	EDSG7905
Tourism and Development	20	EDSH7905
Entrepreneurship and Development	20	EDSI7905
Human Settlement in a Developing Context	20	EDSJ7905
Local Economic Development	20	EDSK7905
Health and Development	40	EDSL7900
Conflict and Development	20	EDSM7905
Plus		
Mini-dissertation	90	EMDS7900
Structured module credits	140	
Research credits	90	
Total credits	230	

F53.1: To be able to continue with the mini-dissertation in the second year of study, the student must have passed the EDSD7905 (research methodology) module. A student is allowed to register for the EDSD7905 module once and who still fails to comply with the pass requirements, will only be granted one (1) further opportunity to re-register for the module on the basis of exceptional merit – with the of the dean of the faculty in which the module is offered, on the recommendation of the academic head of department and/or the programme director and with written notification to the Registrar, except in the case of a service module, where both the deans of the faculties involved will have to grant approval.

MASTER OF DEVELOPMENT STUDIES (STRUCTURED – OPTION B)

RULE F54

MDevStud (Structured)

Minimum total credits: 230
Academic plan code: BC677179 (Option B)

Curriculum

Module name (Compulsory)	Credits	Module code
Development, Underdevelopment and Poverty	20	EDSA7905
Governance and Development	20	EDSB7905
Development and Natural Environment	20	EDSC7905
Applied Development Research	20	EDSD7905
Project Management for Development	20	EDSE7905
Mini-dissertation	130	EDSA7900
Structured module credits	100	
Research credits	130	
Total credits	230	

F54.1: To be able to continue with the mini-dissertation in the second year of study, the student must have passed the EDSD7905 (research methodology) module.

MASTER OF DEVELOPMENT STUDIES (RESEARCH OPTION)

RULE F55

MDevStud (Structured)

Minimum total credits: 180
Academic plan code: BC687171

Students selecting this option must submit a research Master's dissertation, two interrelated publishable manuscripts/ publishable articles on one approved topic and presented in a format suitable for publication as accredited articles.

Curriculum

EMDS8900	Dissertation or two interrelated, publishable manuscripts/ published articles in Development Studies
Research credits	180

The image is a full-page background featuring an aerial view of a large, multi-story university building with a prominent red-tiled roof and white walls. The building has numerous windows and a classical architectural style. A semi-transparent blue overlay covers the top half of the image, and a white graphic element resembling a stylized 'S' or a series of parallel lines is visible in the upper right corner. The text 'DOCTORAL DEGREE PROGRAMMES' is centered in the blue area.

DOCTORAL DEGREE PROGRAMMES

DOCTOR OF PHILOSOPHY

RULE F58

PhD

Minimum total credits: 360

SAQA ID: 116979

A Doctoral Degree is intended for people who would like to pursue further studies after completing a relevant Master's Degree. A Doctoral degree can be granted in this faculty on the grounds of a thesis or a number of interrelated, publishable manuscripts/published articles in one of the following disciplines.

Doctor of Philosophy <i>with specialisation in Business Management</i> PhD <i>with specialisation in Business Management</i>			
Programme code	Degree code	Academic Plan code	Module code
B6900	69001	BC690013	EPBM9100

Doctor of Philosophy <i>with specialisation in Industrial Psychology</i> PhD <i>with specialisation in Industrial Psychology</i>			
Programme code	Degree code	Academic Plan code	Module code
B6900	69001	BC690031	ETIP9100

Doctor of Philosophy <i>with specialisation in Economics</i> PhD <i>with specialisation in Economics</i>			
Programme code	Degree code	Academic Plan code	Module code
B6900	69001	BC690020	EEDE9100

Doctor of Philosophy <i>with specialisation in Finance</i> PhD <i>with specialisation in Finance</i>			
Programme code	Degree code	Academic Plan code	Module code
B6900	69001	BC690025	EEDF9100

Doctor of Philosophy <i>with specialisation in Business and Financial Analytics</i> PhD <i>with specialisation in Business and Financial Analytics</i>			
Programme code	Degree code	Academic Plan code	Module code
B6900	69001	BC690024	EEBA9100

Doctor of Philosophy <i>with specialisation in Public Administration and Management</i> PhD <i>with specialisation in Public Administration and Management</i>			
Programme code	Degree code	Academic Plan code	Module code
B6900	69001	BC690040	EPAM9100

Doctor of Philosophy <i>with specialisation in Financial Accounting</i> PhD <i>with specialisation in Financial Accounting</i>			
Programme code	Degree code	Academic Plan code	Module code
B6900	69001	BC690061	EFIN9100

Doctor of Philosophy with specialisation in Management Accounting PhD with specialisation in Management Accounting			
Programme code	Degree code	Academic Plan code	Module code
B6900	69001	BC690062	EMFM9100

Doctor of Philosophy with specialisation in Taxation PhD with specialisation in Taxation			
Programme code	Degree code	Academic Plan code	Module code
B6900	69001	BC690063	ETAX9100

Doctor of Philosophy with specialisation in Auditing PhD with specialisation in Auditing			
Programme code	Degree code	Academic Plan code	Module code
B6900	69001	BC690064	EACG9100

Doctor of Philosophy with specialisation in Development Studies PhD with specialisation in Development Studies			
Programme code	Degree code	Academic Plan code	Module code
B6900	69001	BC690071	EMDS9100

ADMISSION

Admission to a Doctoral Degree Programme is subject to approval by the particular departmental chair and/or programme director in which the degree is envisaged, based on satisfactory academic performance and the submission of an approved research proposal in conjunction with the prescribed procedures of the particular department.

No mini-dissertations or dissertations of less than 60 credits or with a duration of less than one academic year will be sufficient to be considered for admittance to a PhD. Adherence to the stated requirements will not necessarily guarantee admission to the PhD.

All students registered should, in collaboration with the promoter(s), prepare at least one publishable manuscript in an approved research journal before the thesis is submitted for examination. Students who wish to pursue the interrelated, publishable manuscripts/published articles route should do so in compliance with the General Academic Rules.

DETAILS REGARDING THE PROCESS TO REGISTER AND COMPLETE A DOCTORAL THESIS

EMS16: Students wishing to complete a Doctoral Degree must comply with the following procedures:

EMS16.1: Submit their academic record as part of an application to the relevant department.

EMS16.2: Submit a copy of their Master's Degree dissertation/mini-dissertation to be used by the relevant department to assess the applicant's writing skills.

EMS16.3: The relevant department may also require the applicant to write a language proficiency test, the results of which will be used in the application assessment process.

EMS16.4: Based on the capacity to provide supervision to unregistered students, write and submit an essay (of not more than 5 000 words) under controlled supervision, in which the applicant describes the scope, focus and envisaged field of the study.

EMS16.5: The relevant department will use the documents listed in EMS16.1 to EMS16.4 to decide on the student's admission to the Doctoral Degree Programme.

EMS16.6: Once admitted, the student must complete a research proposal within 12 months. Therefore, full-time students who register in January (July) must present their research proposal to the relevant department in the following July/August (January/February). Part-time students who register in January (July) must present their research proposal to the relevant department in the following January/February (July/August).

EMS16.7: Once the relevant department approves the research proposal, the student must present it to the faculty research committee at its September (March) meeting. If approved, the student is allowed to register for the second academic year.

EMS16.8: The faculty research committee may request the student to resubmit the research proposal at its November (May) meeting. If approved at the November (May) meeting, the student is allowed to register for the next academic year.

A

If the changes required are small, the resubmission is done only in writing at the November (May) meeting of the faculty research committee. The changed written proposal and a cover letter from the student setting out how the student addressed the issues raised by the committee must be submitted to the committee at least two weeks before the meeting.

B

If the changes required are more substantial, the faculty research committee may require that, along with the resubmission, the student present the proposal again to the committee. This will be done at the November (May) meeting.

EMS16.9: If the proposal is academically seriously lacking, the faculty research committee has the authority to reject the proposal outright, either at the September (March) or November (May) meeting. Outright rejection implies that the student cannot register for the next academic year of the Doctoral Degree Programme and also does not get another opportunity to present the proposal.

EMS16.10: Once the faculty's research committee approves the proposal, the title of the thesis and the supervisors will be registered. Assessors can be registered later.

EMS16.11: If no research proposal has been approved after the first year of registration, the student cannot continue with the Doctoral Degree Programme. (The Dean, with the recommendation of Heads of Department or the faculty research committee, can use his discretion to allow continuation if sufficient grounds exist for doing so.)

EMS16.12: If the student makes any changes to the title of the thesis after the faculty research committee accepts the proposal, the relevant departmental Doctoral committee and the Faculty's Research Committee must approve these changes. The student need not submit a new research proposal. Such changes should be minor and not substantially change the topic. Should substantial changes be made to the title and content of the thesis (i.e. a change of topic), the student may be required to submit a new proposal and undergo the complete approval process anew.

EMS16.13: In addition to approval of the research proposal at the faculty research committee, the student may, following approval at the faculty research committee, also be required to obtain ethical clearance at the UFS ethical committee.

EMS16.14: A Doctoral Degree can be completed either as a Doctoral thesis or interrelated, publishable manuscripts/published articles written under the guidance of a promoter or a promoter and a co-promoter(s). The requirement with respect to a Doctoral Degree in the form of publishable, interrelated articles is that at least three interrelated, publishable manuscripts/published articles are submitted.

EMS16.15: Students must re-register annually until the completion of the Doctoral Degree.

EMS16.16: The degree must be completed within the period prescribed by the University and the faculty regulations.



SECTION



QWAQWA CAMPUS POSTGRADUATE PROGRAMMES

MASTER'S DEGREE PROGRAMMES

A Master's Degree Programme offers students who are already in possession of an NQF Level 8 exit qualification the opportunity to further their studies in a specialised field of their preference.

A Bachelor's Degree provides a student with a solid general foundation, and a Bachelor Honours Degree Programme offers advanced knowledge in a specific subject or area. Additional postgraduate study for a Master's Degree is an invaluable way of focusing more scientifically on one's field of specialisation. It is also the prerequisite programme for the highest academic qualification, namely a Doctoral Degree.

Except in the case of MPA or MBA programmes, only the Master's Degree that corresponds with the previously obtained Bachelor and Honours Degrees will be conferred. In exceptional cases, only (and only for very well-substantiated reasons) may special permission be granted for a prospective student to be accommodated in a cognate Master's Degree Programme.

Except for programmes such as MPA or MBA, a Master's Degree Programme is obtained in a specific discipline or subject. The Master's Degrees on Qwaqwa campus can be obtained by full dissertation or two publishable manuscripts/ published articles. The Master's Degree Programmes offered are listed below.

PUBLIC SECTOR MANAGEMENT

Programmes will not be offered if, in the sole discretion of the University of the Free State, a sufficient number of enrolments cannot be secured to render the programme sustainable.

Authorised qualification name	Abbreviation	Programme code	Degree code	Academic plan code	SAQA ID
Master of Administration	MAdmin	Q6840	68401	QC684040 (Research)	8507

GENERAL INFORMATION APPLICABLE TO RESEARCH MASTER'S DEGREES

ADMISSION

Permission to follow a Master's Degree Programme in a certain discipline must be obtained from the dean on recommendation from the relevant departmental chair. Admission is further subject to departmental selection. This must be done prior to the student's registration for that particular year. According to the General Academic Rule A20.1(a) a student is required to first inform the relevant academic department before applying online on the UFS system.

All students registered according to the dissertation option should, in collaboration with the study leader(s), prepare at least one manuscript for publication in an approved research journal before the dissertation is submitted for examination.

Please note:

The information below applies to students wishing to complete a Master's dissertation, as well as those wishing to complete a full Master's dissertation with interrelated publishable manuscripts or published articles.

EMS 15: Students wishing to complete a Master's dissertation must comply with the following procedure.

EMS 15.1: Submit an academic record as part of an application to the relevant department and, on the basis of the academic performance, obtain permission from the head of the relevant department to proceed with the process.

EMS 15.2: The relevant department may also require the applicant to write a language proficiency test, which will be used, together with the student's academic record, to gain permission from the department head to proceed with the process.

EMS 15.3: Within three months of the registration, submit a research proposal to the relevant departmental Master's committee evaluating Master's research proposals and present the proposal to the committee. The three months can be extended by another three months if the student has to resubmit the proposal – see below for more details on resubmission. Note that 3 (+3) months is the maximum time allowed.

EMS 15.4: An acceptable research proposal and provisional title must usually be approved by the faculty research committee or faculty board, including compliance with the ethics committees' requirements within the first six (6) months after registration. Once the faculty board has approved a title registration, the information is entered into the system by staff in the relevant faculties.

EMS 15.5: The departmental master's committee should then consider approval of the proposal. Once approval is granted, the student is allowed to continue. If approval is not granted, the student may be given three months to resubmit the proposal. Thus, the research proposal should be finalised and approved within the first six months of registration.

EMS 15.6: Following approval by the departmental master's committee, the title, the supervisor(s) and assessors must be submitted for approval at the first upcoming meeting of the faculty's research committee. The internal supervisor should register the titles and the supervisor(s) and assessors simultaneously.

EMS 15.7: In addition to approval of the research proposal at the departmental master's committee, the student may, following approval at the departmental master's committee, also be required to obtain ethical clearing at the relevant University ethical committee.

EMS 15.8: A research Master's Degree can be completed either as a research dissertation or two interrelated publishable manuscripts/published articles. The requirement with respect to a Master's Degree by research is a minimum of two (2) interrelated publishable manuscripts/published articles in the form of a manuscript that should be submitted to the supervisor.

EMS 15.9: Students should re-register annually by the end of March until the completion of the Master's Degree.

EMS 15.10: The degree must be completed within the period prescribed by University regulations.

PUBLIC SECTOR MANAGEMENT

MASTER OF ADMINISTRATION

RULE F56

MAdmin

(Research)

Minimum total credits:

180

Academic plan code:

QC684040

Information

The MAdmin Degree Programme consists of a single advanced research project, completed either as a research dissertation or two interrelated publishable manuscripts/published articles. All students registered according to the dissertation option should, in collaboration with the study leader/s, prepare at least one publishable manuscript in an approved research journal before submitting the dissertation for examination.

Preconditions for admission

Admission to the programme is subject to approval by the departmental chair. To be admitted to the Master's programme an applicant should have:

- Obtained at least an average of 65% for his/her Honours degree or a relevant postgraduate diploma with a research component.
- Passed a module in research methodology (or equivalent modules if that student completed his/her studies at another university).
- Passed a proficiency assessment at a level determined by the department.

The proficiency assessment comprises two rounds of selection. The first selection round is based on whether an applicant meets the admissions requirements. During the second selection round, applicants who meet these requirements are invited for an online written discipline-specific assessment and an interview. The department develops and assesses the Assessments.

Prospective students must apply for admission to the programme 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 supporting documents should accompany an application.

- Certified copy of ID/passport.
- Curriculum Vitae.
- Academic record.
- Certified copies of academic qualifications.

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

Curriculum

EPAM8900	Dissertation in Public Administration
Research credits	180



DOCTORAL DEGREE PROGRAMMES



DOCTOR OF PHILOSOPHY

RULE F59

PhD

Minimum total credits: 360
SAQA ID: 116979

A Doctoral Degree is intended for people who would like to pursue further studies after completing a relevant Master's Degree. A Doctoral degree can be granted in this faculty on the grounds of a thesis or a number of interrelated, publishable manuscripts/published articles in one of the following disciplines.

Doctor of Philosophy with specialisation in Industrial Psychology PhD with specialisation in Industrial Psychology			
Programme code	Degree code	Academic Plan code	Module code
Q6900	69001	QC690031	ETIP9100

Doctor of Philosophy with specialisation in Economics PhD with specialisation in Economics			
Programme code	Degree code	Academic Plan code	Module code
Q6900	69001	QC690020	EEDE9100

Doctor of Philosophy with specialisation in Public Administration and Management PhD with specialisation in Public Administration and Management			
Programme code	Degree code	Academic Plan code	Module code
Q6900	69001	QC690040	EPAM9100

ADMISSION

Admission to a Doctoral Degree Programme is subject to approval by the particular departmental chair and/or programme director in which the degree is envisaged, based on satisfactory academic performance and the submission of an approved research proposal in conjunction with the prescribed procedures of the particular department.

No mini-dissertations or dissertations of less than 60 credits or with a duration of less than one academic year will be sufficient to be considered for admittance to a PhD. Adherence to the stated requirements will not necessarily guarantee admission to the PhD.

All students registered should, in collaboration with the promoter(s), prepare at least one publishable manuscript in an approved research journal before the thesis is submitted for examination. Students who wish to pursue the interrelated, publishable manuscripts/published articles route should do so in compliance with the General Academic Rules.

DETAILS REGARDING THE PROCESS TO REGISTER AND COMPLETE A DOCTORAL THESIS

EMS16: Students wishing to complete a Doctoral Degree must comply with the following procedures:

EMS16.1: Submit their academic record as part of an application to the relevant department.

EMS16.2: Submit a copy of their Master's Degree dissertation/mini-dissertation to be used by the relevant department to assess the applicant's writing skills.

EMS16.3: The relevant department may also require the applicant to write a language proficiency test, the results of which will be used in the application assessment process.

EMS16.4: Based on the capacity to provide supervision to unregistered students, write and submit an essay (of not more than 5 000 words) under controlled supervision, in which the applicant describes the scope, focus and envisaged field of the study.

EMS16.5: The relevant department will use the documents listed in EMS16.1 to EMS16.4 to decide on the student's admission to the Doctoral Degree Programme.

EMS16.6: Once admitted, the student must complete a research proposal within 12 months. Therefore, full-time students who register in January (July) must present their research proposal to the relevant department in the following July/August (January/February). Part-time students who register in January (July) must present their research proposal to the relevant department in the following January/February (July/August).

EMS16.7: Once the relevant department approves the research proposal, the student must present it to the faculty research committee at its September (March) meeting. If approved, the student is allowed to register for the second academic year.

EMS16.8: The faculty research committee may request the student to resubmit the research proposal at its November (May) meeting. If approved at the November (May) meeting, the student is allowed to register for the next academic year.

A

If the changes required are small, the resubmission is done only in writing at the November (May) meeting of the faculty research committee. The changed written proposal and a cover letter from the student setting out how the student addressed the issues raised by the committee must be submitted to the committee at least two weeks before the meeting.

B

If the changes required are more substantial, the faculty research committee may require that, along with the resubmission, the student present the proposal again to the committee. This will be done at the November (May) meeting.

EMS16.9: If the proposal is academically seriously lacking, the faculty research committee has the authority to reject the proposal outright, either at the September (March) or November (May) meeting. Outright rejection implies that the student cannot register for the next academic year of the Doctoral Degree Programme and also does not get another opportunity to present the proposal.

EMS16.10: Once the faculty's research committee approves the proposal, the title of the thesis and the supervisors will be registered. Assessors can be registered later.

EMS16.11: If no research proposal has been approved after the first year of registration, the student cannot continue with the Doctoral Degree Programme. (The Dean, with the recommendation of Heads of Department or the faculty research committee, can use his discretion to allow continuation if sufficient grounds exist for doing so.)

EMS16.12: If the student makes any changes to the title of the thesis after the faculty research committee accepts the proposal, the relevant departmental Doctoral committee and the Faculty's Research Committee must approve these changes. The student need not submit a new research proposal. Such changes should be minor and not substantially change the topic. Should substantial changes be made to the title and content of the thesis (i.e. a change of topic), the student may be required to submit a new proposal and undergo the complete approval process anew.

EMS16.13: In addition to approval of the research proposal at the faculty research committee, the student may, following approval at the faculty research committee, also be required to obtain ethical clearance at the UFS ethical committee.

EMS16.14: A Doctoral Degree can be completed either as a Doctoral thesis or interrelated, publishable manuscripts/published articles written under the guidance of a promoter or a promoter and a co-promoter(s). The requirement with respect to a Doctoral Degree in the form of publishable, interrelated articles is that at least three interrelated, publishable manuscripts/published articles are submitted.

EMS16.15: Students must re-register annually until the completion of the Doctoral Degree.

EMS16.16: The degree must be completed within the period prescribed by the University and the faculty regulations.





ECONOMIC AND
MANAGEMENT SCIENCES
UFS

For more information you can visit the
Faculty of Economic and Management Sciences website on this link:
<https://www.ufs.ac.za/econ>

