

BACHELOR OF COMMERCE IN HUMAN RESOURCES DEGREE
(BCom HR) (1301) (3 years full time)

D.73 ADMISSION

Unless Senate decides otherwise, candidates will be required to meet the following criteria to be enrolled for the degree: **Bachelor of Commerce in Human Resources**

D.73.1 Admission requirements for applicants who matriculated from 2008

- (a) The National Senior Certificate for Bachelor's Degree study with 4 designated subjects at a rating of 4, plus a score of no less than 30 points calculated according to the University's approved points system, as well as the following specific subject requirements:
- Level 4 (50-59%) in English (home or 1st additional language).
 - Level 3 (40-49%) in Another language (home or 1st additional language)
 - Level 4 (50-59%) in Mathematics

D.73.2 Admission requirements for applicants who matriculated before 2008

- (a) Candidates must have obtained a Matriculation Certificate or an exemption certificate thereof or an equivalent qualification with an aggregate of at least a D (50%) with the following subject requirements:
- HG (40%, E symbol) Mathematics or
 - SG (60%, C symbol) Mathematics and

OR

- (b) A qualification or level of competence which the Senate of the University has deemed to be equivalent to the requirements stipulated in (a) above.

D.74 SELECTION

As only a limited number of students can be admitted to the programme, applicants will be subject to a selection procedure.

D.75 DURATION

Unless Senate decides otherwise the duration of the programme shall extend over three years Full-time study.

D.76 CURICULLUM

D.76.1 Level 1

| Module Name | Alpha Code | Cred |
|--|-------------------|-------------|
| Compulsory | | |
| Academic Literacy for Commerce | ALC131 | 15 |
| Quantitative Skills for Commerce | QSC131 | 15 |
| Information Systems | IFS131 | 15 |
| Principles of Business Management | MAN131 | 15 |
| Business Statistics | BUS132 | 15 |
| Financial Accounting | FIA143 | 15 |
| Economics (60% required to continue with ECO at 2 nd level) | ECO134 | 15 |
| Industrial Psychology | IPS132 | 15 |
| | Sub-total | 120 |

D.76.2 Level 2

| Module Name | Alpha Code | Cred |
|-------------------------------------|-------------------|-------------|
| Compulsory | | |
| Industrial Psychology | IPS231 | 10 |
| Industrial Psychology | IPS232 | 10 |
| Industrial Psychology | IPS233 | 10 |
| Industrial Psychology | IPS234 | 10 |
| Marketing | MAN231 | 10 |
| Operations Management | MAN233 | 10 |
| Business Finance | MAN234 | 10 |
| Financial and Analytical Techniques | MAN235 | 10 |
| Economics | ECO233 | 10 |
| Social Security Law | SOL312 | 15 |
| Employment Law | EMP311 | 15 |
| Business Ethics | BET242 | 10 |
| | Sub-total | 130 |

D.76.3 Level 3

| Module Name | Alpha Code | Cred |
|-----------------------|------------------|------------|
| Compulsory | | |
| Industrial Psychology | IPS331 | 15 |
| Industrial Psychology | IPS333 | 15 |
| Industrial Psychology | IPS334 | 15 |
| Industrial Psychology | IPS335 | 15 |
| Industrial Psychology | IPS336 | 15 |
| Industrial Psychology | IPS337 | 15 |
| Strategic Management | MAN304 | 15 |
| Project Management | MAN325 | 15 |
| | Sub-total | 120 |
| | TOTAL | 370 |

D.77 ASSESSMENT

Assessment is governed by Rule A.5 as stipulated in the University Calendar: General Information Part 1

D.78 PROMOTION RULES

Unless Senate decides otherwise and subject to rule A.3.2.3 or otherwise provided in Faculty rules.

D.78.1 Level 1

D.78.1.1 A student is required to pass at least 75 credits in the 1st year of registration and 90 credits per annum thereafter (students are alerted that the cumulative credits are valid and that the 90 credits per annum are a guide for guaranteed promotion).

D.78.1.2 After one year of study, a student must have passed Academic Literacy for Commerce (ALC131/132) and Quantitative Skills for Commerce (QSC131/132) or equivalent, Management (MAN131/132), Financial Accounting (FIA141/143) and Business Statistics (BUS131/132) and IPS131/132.

D.78.1.3 A student shall be promoted to the 2nd year of study on obtaining at least 90 credits.

D.78.1.4 After two years of study a student must have passed all 1st year level modules in order to promote.

D.78.2 Level 2

D.78.2.1 A student shall be promoted to the 3rd year of study on obtaining at least 210 credits including all 1st year level modules PLUS IPS231, IPS232, IPS233, IPS234.

D.78.2.2 After three years of study a student must have passed all 2nd year level modules in order to promote.

D.78.3 Level 3

D.78.3.1 A student shall complete the degree once 370 credits are obtained and all the requirements for the degree are met.

D.78.3.2 Final promotions are done according to the rules applicable to the degree at the date of first enrolment, provided that the student continues to promote.

D.78.3.3 The latest rules applicable to the degree will be applied (the following year) when further admission was refused or when a student has interrupted his/her studies.

D.79 ADVANCE REGISTRATION

D.79.1 A student who has not promoted to the 2nd year of study shall not be allowed to register for more than 100 credits for the year, which shall include all the outstanding 1st year credits, provided all the prerequisites and co-requisites are met.

D.79.2 A student who has not promoted to the 3rd year of study shall not be allowed to register for more than 100 credits for the year, which shall include all the outstanding 1st and 2nd year credits, provided all the prerequisites and co-requisites are met.

D.80 RENEWAL OF REGISTRATION

The renewal of registration will be governed by the Rule A.3.2.3, as stipulated in the University Calendar: General Information Part 1 or otherwise provided in faculty rules.

D.81 SPECIAL REQUIREMENTS FOR THE PROGRAMME

D.81.1 No full-time student shall be allowed to enrol for more than 135 credits in any year of study;

D.81.2 The total credit value may only exceed 360 with the permission of Senate;

D.81.3 No student shall be allowed in any year of study to enrol for any combination of modules in which there are class and examination timetable clashes.

- D.81.4** Only students with Level 5 or HG (60% -C symbol) or SG (80% - A symbol) in mathematics may register for Mathematics (MAM126).
- D.81.5** Students who fail Academic Literacy for Commerce (ALC131) and/or Quantitative Skills for Commerce (QSC132) or Mathematics (MAM126) in the 1st semester must repeat and pass Academic Literacy for Commerce (ALC132) and/or Quantitative Skills for Commerce (QSC132) in the 2nd semester of 1st year to qualify for re-admission to 2nd year.
- D.81.6** No student shall be allowed to enrol for a module if this contravenes departmental prerequisite rules.
- D.81.7** To register for Quantitative Skills for Commerce (QSC131/132) or Business Statistics (BUS131/132) a pass in one of the following is required:
- Level 4 (50-59%) in Mathematics or
 - HG (40%) in Mathematics or
 - SG (50%) in Mathematics
- D.81.8** To register for Economics (ECO133/134) a pass in Quantitative Skills for Commerce (QSC131/132) is required
- D.81.9** If a particular module (providing it is not a compulsory module) has less than 15 students registered at the start of the academic year, the department has the authority to cancel that module.