

**CHAPTER 19****FACULTY OF MANAGEMENT SCIENCES**

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Ms EP Palmer, BA Hons (US), MA (UFS)  
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<b>JUNIOR LECTURER</b>	Vacant

## **DEPARTMENT OF GOVERNMENT MANAGEMENT**

### **BLOEMFONTEIN CAMPUS**

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<b>SECRETARY</b>	Ms A Shaw

<b>SENIOR LECTURERS</b>	Dr H Lambrechts, LL.D (UFS) Dr LH Laubscher, PhD (UFS)
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<b>LECTURERS</b>	Dr CD Olivier, PhD (UFS) Ms EM Dalton-Brits, MA (UFS) Ms MC Pretorius, MPub (UFS) Mr L Munsamy, MPA (NMMU)
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### **WELKOM CAMPUS**

<b>DEPARTMENTAL MANAGER</b>	Dr F van der Walt, PhD (UP)
<b>LECTURER</b>	Adv. C Oberholzer, LL.M (UFS)
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## **DEPARTMENT OF TOURISM AND EVENT MANAGEMENT**

### **BLOEMFONTEIN CAMPUS**

<b>HEAD OF DEPARTMENT</b>	Dr R Haarhoff, BLuris (Unisa), DTech (CUT)
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**LECTURERS**

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Ms J Nothnagel, MPL (UFS)  
Dr W Fourie, BA (US), BA Hons (UFS), PhE (Edu) MEd (CUT)

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**SECRETARY** Ms L Posthumus

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**LECTURERS**

Ms G Muller, BTech (CUT), MPBL (Aalborg)  
Mr MVZ Burger, BTech (CUT)  
Mr J Ras, BTech (CUT)  
Ms D Crowther, BTech (CUT), MA (UFS)  
Ms R Minnaar, MTech (CUT)

**JUNIOR LECTURERS**

Ms J Mavuso, BTech (CUT)  
Ms J Solomons, BTech (CUT)  
Ms L Coughlan, MTech (CUT)  
Ms T van Aswegen, BTech (CUT)

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Ms T Phokoje, NDip (CPUT)  
Ms Y Makubalo, BTech (VUT)

**CONTACT NUMBERS****BLOEMFONTEIN CAMPUS****TELEPHONE  
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DEPARTMENT OF:	BUSINESS MANAGEMENT	051 - 507-3964
DEPARTMENT OF:	BUSINESS SUPPORT STUDIES	051 - 507-3219
DEPARTMENT OF:	GOVERNMENT MANAGEMENT	051 - 507-3378
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**WELKOM CAMPUS**

CAMPUS DIRECTOR:		057 - 910-3503
DEPARTMENT OF:	ACCOUNTING AND AUDITING	057 - 910-3528
DEPARTMENT OF:	BUSINESS MANAGEMENT	057 - 910-3603
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## 1. RULES OF THE FACULTY OF MANAGEMENT SCIENCES

The following rules are supplementary to the rules contained in the Calendar of the Central University of Technology, Free State (CUT).

### GENERAL

**A student may only follow the second-, third- or fourth-year level of study on condition that the first-, second- or third-year level respectively has been successfully completed.**

A diploma programme may not be completed in less than three years, unless the student has been awarded exemption or recognition for at least four instructional offerings. Under such circumstances, the diploma programme may not be completed in less than two years.

In the case of Public Management, however, students register as follows: first year: six instructional offerings; second year: six instructional offerings; third year: seven instructional offerings; fourth year: six instructional offerings.

Students must participate in all scheduled assessments. In the event of absence for a valid reason, it is the student's responsibility to arrange with the relevant lecturer and/or the Assessment and Graduation Unit for a special assessment session, or risk being penalised. The Assessment Policy and Procedure Manual for 2015 contains comprehensive information regarding the assessment process.

Students may be expected to attend certain lectures in the evening or on a block basis over weekends.

In the case of Public Management, all first- to the third-year subjects are presented during the day and repeated in the evening. Fourth-year classes are presented in the evenings only.

A student must compile the curriculum according to the class and venue timetable, and is personally responsible for ensuring that there is no timetable scheduling conflicts.

**No student will be allowed to graduate without successful completion of the Academic Literacy and Communication Studies Programme.**

**Official and complete admission requirements are contained in Chapter 5. Admission requirements reflected in the learning programme section of the Calendar are sometimes only a summarised version thereof.**

## 2. THE FOLLOWING HIGHER CERTIFICATE PROGRAMME IS OFFERED IN THE FACULTY:

Higher Certificate: Community Development Practice

## 3. THE FOLLOWING NATIONAL HIGHER CERTIFICATE PROGRAMMES ARE OFFERED IN THE FACULTY:

National Higher Certificate: Accounting

National Higher Certificate: Financial Information Systems

**4. THE FOLLOWING NATIONAL DIPLOMA PROGRAMMES ARE OFFERED IN THE FACULTY:**

National Diploma: Cost and Management Accounting  
 National Diploma: Financial Information Systems  
 National Diploma: Hospitality Management  
 National Diploma: Human Resources Management  
 National Diploma: Internal Auditing  
 National Diploma: Marketing  
 National Diploma: Office Management and Technology  
 National Diploma: Public Management  
 National Diploma: Sport Management  
 National Diploma: Tourism Management

**5. THE FOLLOWING BACCALAUREUS TECHNOLOGIAE PROGRAMMES ARE OFFERED IN THE FACULTY:**

Baccalaureus Technologiae: Business Administration  
 Baccalaureus Technologiae: Cost and Management Accounting  
 Baccalaureus Technologiae: Financial Information Systems  
 Baccalaureus Technologiae: Hospitality Management  
 Baccalaureus Technologiae: Human Resources Management  
 Baccalaureus Technologiae: Internal Auditing  
 Baccalaureus Technologiae: Marketing  
 Baccalaureus Technologiae: Office Management and Technology  
 Baccalaureus Technologiae: Project Management  
 Baccalaureus Technologiae: Public Management  
 Baccalaureus Technologiae: Sport Management  
 Baccalaureus Technologiae: Tourism Management

**6. THE FOLLOWING MAGISTER TECHNOLOGIAE PROGRAMMES ARE OFFERED IN THE FACULTY:**

Magister Technologiae: Business Administration  
 Magister Technologiae: Cost and Management Accounting  
 Magister Technologiae: Food and Consumer Sciences  
 Magister Technologiae: Human Resources Management  
 Magister Technologiae: Internal Auditing  
 Magister Technologiae: Marketing  
 Magister Technologiae: Office Management and Technology  
 Magister Technologiae: Public Management  
 Magister Technologiae: Tourism and Hospitality Management

**7. THE FOLLOWING DOCTOR TECHNOLOGIAE PROGRAMMES ARE OFFERED IN THE FACULTY:**

Doctor Technologiae: Business Administration  
 Doctor Technologiae: Cost and Management Accounting  
 Doctor Technologiae: Human Resources Management  
 Doctor Technologiae: Internal Auditing  
 Doctor Technologiae: Marketing  
 Doctor Technologiae: Public Management

## 8. HIGHER CERTIFICATE

### 8.1 HIGHER CERTIFICATE: COMMUNITY DEVELOPMENT PRACTICE HCCDWG

*This learning programme will be offered in Bloemfontein.*

A candidate for the Higher Certificate: Community Development Work must compile the prescribed curriculum with due observance of the faculty and general regulations of CUT, in accordance with the following expositions:

**SAQA CREDITS:** 120  
**NQF LEVEL:** 5  
**DURATION OF LEARNING PROGRAMME:** 1 year full-time and 2 years part-time

#### Instructional offerings

1 <sup>ST</sup> YEAR (full-time)		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
LCS5001	LCS5001	Academic Literacy and Communication Studies	12
NMR11AB		Numeracy	6
DGL11AB		Digital Literacy	6
PDP11AB	PDP12AB	Participative Development Practices	16
SDT11AB	SDT12AB	Sustainable Development Theory	16
LMP11AB		Legislation and Municipal Processes	16
	POP12AB	Project Management	16
	ERD12AB	Ethics Rights and Democracy	16
	WIL12AB	Work-integrated Learning	16
<b>TOTAL:</b>			120

1 <sup>ST</sup> YEAR (part-time)		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
LCS5001	LCS5001	Academic Literacy and Communication Studies	12
NMR11AB		Numeracy	6
DGL11AB		Digital Literacy	6
PDP11AB	PDP12AB	Participative Development Practices	16
	POP12AB	Project Management	16
<b>TOTAL:</b>			56

2 <sup>ST</sup> YEAR (part-time)		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
SDT11AB	SDT12AB	Sustainable Development Theory	16
LMP11AB		Legislation and Municipal Processes	16
	ERD12AB	Ethics Rights and Democracy	16
	WIL12AB	Work-integrated Learning	16
<b>TOTAL:</b>			64



**REMARKS**

All instructional offerings are compulsory.

After successful completion of this qualification, the higher certificate will be awarded during an official graduation ceremony at CUT.

Applicants in possession of the National Certificate Vocational (NVC) will be selected according to the selection requirements as approved by Senate.

**Admission requirements**

A National Senior Certificate or equivalent qualification is required for admission.

Applicants in possession of the National Certificate Vocational (NCV) will be selected according to the selection requirements as approved by Senate.

Candidates with a CUT score lower than 27 may be subject to a selection process based on a minimum number of points to be scored on the CUT scoring scale.

**PRE-REQUISITES**

Academic Literacy and Communication Studies requires the successful completion of two instructional offerings, A and B, in this specific order.

A distinction (75% or more) in instructional offering A ensures exemption from instructional offering B. A pass (without distinction) means that the student must pass instructional offering B in order to meet the pre-requisite for the learning programme. Failing instructional offering A means that the student must register for instructional offering A in a subsequent semester.

No student will be allowed to graduate without completing the Academic Literacy and Communication Studies programme.

## 9. NATIONAL HIGHER CERTIFICATES

### 9.1 NATIONAL HIGHER CERTIFICATE: ACCOUNTING BRHSAB

*This learning programme will be offered in Bloemfontein and Welkom.*

**SAQA CREDITS:** 264  
**NQF LEVEL:** 5  
**DURATION OF LEARNING PROGRAMME:** 2 years full-time

#### Instructional offerings

1 <sup>ST</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
REK11CB	REK12CB	Financial Accounting I	24
COM11AB		Communication I	12
BCL11AB		Business Calculations I	12
	EVG12AB	Entrepreneurial Skills I	12
BIS11AB	BIS12AB	Business Information Systems I	24
EKN11EB	EKN12EB	Economics I	24
	KRK12AB	Cost Accounting I	12
	CLA12AB	Commercial Law for Accountants I	12
PRE1A		Academic Literacy and Communication Studies <b>and</b>	
PRE2B		Academic Literacy and Communication Studies	0
<b>Total:</b>			<b>132</b>

2 <sup>ND</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
REK21CB	REK22CB	Financial Accounting II	24
KRK21AB	KRK22AB	Cost Accounting II	24
ATS11AB	ATS12AB	Accounting Software I	24
CLA21AB	CLA22AB	Commercial Law for Accountants II	24
ODT21BB	ODT22BB	Auditing II	24
	BEL12BB	Taxation I	12
<b>Total:</b>			<b>132</b>

#### REMARKS

This learning programme is presented during the day only.

After successful completion of the national higher certificate, a student may apply to the Assessment and Graduation Unit for the issuing of such a higher certificate, which will be awarded during an official graduation ceremony of CUT.

#### Admission requirements

A National Senior Certificate or equivalent qualification is required for admission to the first year of study.

Applicants in possession of the National Certificate Vocational (NCV) will be selected according to the selection requirements as approved by Senate.

**Pre-requisite Grade 12 subjects:**

For candidates who matriculated in 2007 or before:

Accounting – C symbol (60%) minimum on SG or D symbol (50%) minimum on HG.

For candidates who completed the NSC in 2008 and thereafter:

Accounting – 50% minimum (rating 4).

The candidate may be required to write a selection test.

**PRE-REQUISITES**

The student may only follow the second-year level of study on condition that the first-year level has been successfully completed.

Academic Literacy and Communication Studies requires the successful completion of two instructional offerings, A and B, in this specific order.

A distinction (75% or more) in instructional offering A ensures exemption from instructional offering B. A pass (without distinction) means that the student must pass instructional offering B in order to meet the pre-requisite for the learning programme. Failing instructional offering A means that the student must re-register for instructional offering A in a subsequent semester.

No student will be allowed to graduate without completing the Academic Literacy and Communication Studies programme.

**Instructional offerings**

Accounting Software I  
Auditing II  
Business Information Systems I (Semester 2)  
Taxation I

**Pre-requisite instructional offerings**

Financial Accounting I  
Financial Accounting I  
Business Information Systems I (Semester 1)  
Financial Accounting I

## 9.2 NATIONAL HIGHER CERTIFICATE: FINANCIAL INFORMATION SYSTEMS BRHSFA

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS:** 240  
**NQF LEVEL:** 5  
**DURATION OF LEARNING PROGRAMME:** 2 years full-time

### Instructional offerings

1 <sup>ST</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
REK11CB COM11AB	REK12CB	Financial Accounting I Communication I	24 12
BCL11AB	EVG12AB	Business Calculations I Entrepreneurial Skills I	12 12
FIL11AB	FIL12AB	Financial Information Systems I	24
	KRK12AB	Cost Accounting I	12
	CLA12AB	Commercial Law for Accountants I	12
PRE1A PRE2B		Academic Literacy and Communication Studies <b>and</b> Academic Literacy and Communication Studies	0
<b>Total:</b>			<b>108</b>

2 <sup>ND</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
REK21CB	REK22CB	Financial Accounting II	24
KRK21AB	KRK22AB	Cost Accounting II	24
SOS11AB	SOS12AB	Software Skills I	24
FIL21AB	FIL22AB	Financial Information Systems II	24
ODT21BB	ODT22BB	Auditing II	24
	BEL12BB	Taxation I	12
<b>Total:</b>			<b>132</b>

### REMARKS

This learning programme is presented during the day only.

After successful completion of the national higher certificate, a student may apply to the Assessment and Graduation Unit for the issuing of such a higher certificate, which will be awarded during an official graduation ceremony of CUT.

### Admission requirements

A National Senior Certificate or equivalent qualification is required for admission to the first year of study.

Applicants in possession of the National Certificate Vocational (NCV) will be selected according to the selection requirements as approved by Senate.

**Pre-requisite Grade 12 subjects:**

For candidates who matriculated in 2007 or before:

Accounting – C symbol (60%) minimum on SG or D symbol (50%) minimum on HG.

For candidates who completed the NSC in 2008 and thereafter:

Accounting – 60% minimum (rating 5).

Basic computer literacy.

The candidate may be required to write a selection test.

**PRE-REQUISITES**

The student may only follow the second-year level of study on condition that the first-year level has been successfully completed.

Academic Literacy and Communication Studies requires the successful completion of two instructional offerings, A and B, in this specific order.

A distinction (75% or more) in instructional offering A ensures exemption from instructional offering B. A pass (without distinction) means that the student must pass instructional offering B in order to meet the pre-requisite for the learning programme. Failing instructional offering A means that the student must re-register for instructional offering A in a subsequent semester.

No student will be allowed to graduate without completing the Academic Literacy and Communication Studies programme.

**Instructional offerings**

Taxation I  
Auditing II  
Software Skills I (semester 2)

**Pre-requisite instructional offerings**

Financial Accounting I  
Financial Accounting I  
Software Skills I (semester 1)

<b>10. NATIONAL DIPLOMAS</b>
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**10.1 NATIONAL DIPLOMA: COST AND MANAGEMENT ACCOUNTING BRNDTJ**

*This learning programme will be offered in Bloemfontein and Welkom.*

**SAQA CREDITS:** 120  
**NQF LEVEL:** 6  
**DURATION OF LEARNING PROGRAMME:** 1 year full-time

**Instructional offerings**

<b>3<sup>RD</sup> YEAR</b>		<b>INSTRUCTIONAL OFFERINGS</b>	<b>CREDITS</b>
<b>SEMESTER 1</b>	<b>SEMESTER 2</b>		
BEL21BB	BEL22BB	Taxation II	24
CRP21AB	BSS22AB	Corporate Procedures II Business Statistics II	12 12
REK31CB	REK32CB	Financial Accounting III	24
BSR31AB	BSR32AB	Management Accounting III	24
ORM31AB	ORM32AB	Organisational Management III	24
<b>Total:</b>			<b>120</b>

**REMARKS**

This learning programme is presented during the day only.

After successful completion of this qualification, a national diploma will be awarded during an official graduation ceremony of CUT.

**Admission requirements**

A National Higher Certificate: Accounting obtained in the last 3 years.

**PRE-REQUISITES**

The student may only follow the second- or third-year level of study on condition that the first- or second-year level respectively has been successfully completed.

**10.2 NATIONAL DIPLOMA: FINANCIAL INFORMATION SYSTEMS BCNDFL**

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS:** 132  
**NQF LEVEL:** 6  
**DURATION OF LEARNING PROGRAMME:** 1 year full-time

**Instructional offerings**

<b>3<sup>RD</sup> YEAR</b>		<b>INSTRUCTIONAL OFFERINGS</b>	<b>CREDITS</b>
<b>SEMESTER 1</b>	<b>SEMESTER 2</b>		
<b>Compulsory instructional offerings:</b>			
REK31CB	REK32CB	Financial Accounting III	24
FIL31AB	FIL32AB	Financial Information Systems III	36
SOS21AB	SOS22AB	Software Applications II	24
EKN11EB		Economics I	12
	EHA12AB	e-Commerce	12
IDT31DB	IDT32DB	Internal Auditing III	24
<b>Total:</b>			<b>132</b>

**REMARKS**

This learning programme is presented during the day only.

After successful completion of this qualification, a national diploma will be awarded during an official graduation ceremony of CUT.

**Admission requirements**

National Higher Certificate: Financial Information Systems, obtained from CUT in the last 3 years.

**PRE-REQUISITES**

The student may only follow the second- or third-year level of study on condition that the first-year or second-year level respectively has been successfully completed.

**Instructional offerings**

Software Applications II (Semester 2)

**Pre-requisite instructional offerings**

Software Applications II (Semester 1)

**10.3 NATIONAL DIPLOMA: HOSPITALITY MANAGEMENT BGNDGC**

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS: 360**  
**NQF LEVEL: 6**  
**DURATION OF LEARNING PROGRAMME: 3 years**

**Instructional offerings**

<b>1<sup>ST</sup> YEAR</b>	<b>INSTRUCTIONAL OFFERINGS</b>	<b>CREDITS</b>
ACM10AT	Accommodation Management I: Theory	10
ACP10AT	Accommodation Management I: Practical	10
COU10AT	Hospitality Communication I	6
CNT10AB	Culinary Studies: Theory I	8
CNR10AB	Culinary Studies: Practical I	10
NTT10AB	Nutrition I	2
GAB10AT	Hospitality Management I	18
GAI10AT	Hospitality Information Systems I	6
HFM10AT	Hospitality Financial Management I	16
HHS10AT	Hospitality Health & Safety I	8
SRE10AT	Service Excellence I	6
FBT10AB	Food & Beverage Studies: Theory I	10
FBP10AB	Food & Beverage Studies: Practical I	10
IDW00BV	Introduction to Wine (short course)	0
FAD00BV	First Aid (short course)	0
KNF00BV	Knife Set	0
UFM00BV	Uniform	0
PRE1A	Academic Literacy and Communication Studies <b>and</b>	
PRE2B	Academic Literacy and Communication Studies	0
<b>Total:</b>		<b>120</b>

<b>2<sup>ND</sup> YEAR</b>		<b>INSTRUCTIONAL OFFERINGS</b>	<b>CREDITS</b>
<b>SEMESTER 1</b>	<b>SEMESTER 2</b>		
GAE21ZT		Hospitality Management Work-integrated Learning II	30
HFM21AT	HFM22AT	Hospitality Financial Management II <b>or</b>	12
	HIL12AT	Hospitality Financial Management II	8
GAB21AT	GAB22AT	Hospitality Industry Law I	
	GAB22AT	Hospitality Management II <b>or</b>	22
	GAI22AT	Hospitality Management II	6
	KOM22AT	Hospitality Information Systems II	6
	CSN22AT	Hospitality Communication II	12
	STU22AT	Culinary Studies & Nutrition II	8
ACM21AT	ACM22AT	Food & Beverage Studies II	
	ACM22AT	Accommodation Management II <b>or</b>	16
		Accommodation Management II	
<b>Total:</b>		<b>120</b>	



3 <sup>RD</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
GAE31ZT	GAE32ZT	Hospitality Management Work-Integrated Learning III <b>or</b> Hospitality Management Work-Integrated Learning III	30
HFM31AT	HFM32AT	Hospitality Financial Management III <b>or</b> Hospitality Financial Management III	18
HIL21AT		Hospitality Industry Law II	18
GAB31AT	GAB32AT	Hospitality Management III <b>or</b> Hospitality Management III	24
HMI11AT		Hospitality Management Information Systems I	6
HPM11AT		Hospitality Event Management I	12
ACM31AT	ACM32AT	Accommodation Management III <b>or</b> Accommodation Management III	12
<b>Total:</b>			<b>120</b>

## REMARKS

### **This learning programme is offered on a full-time basis.**

The student completes a period of work-integrated learning at an accredited hospitality institution during the first six months of the second year and the last six months of the third year of study.

It is compulsory for students to adhere strictly to the stipulated dress code. The Hotel School insists that its students conform to the international standards of positive professional attitude. Only students possessing a combination of sufficient knowledge of the instructional offering and a positive, professional attitude merit a diploma. Lecturers continuously assess students as far as knowledge of instructional offerings and professional attitude are concerned.

It is expected of students to participate in community engagement projects initiated by the Hotel School in order to advance their field of expertise and their ability to work under pressure in industry situations. A student who is absent from a function without a valid excuse may be denied admission to Hospitality Work-integrated Learning II & III.

Involvement in functions organised by the Hotel School forms part of the instructional offering. All students are to be involved in departmental functions organised by the function co-ordinator. All functions involving the department are the responsibility of the function co-ordinator and are approved at a departmental meeting.

Any application for permission to be absent from class due to illness, death of a family member or other urgent matter is to be submitted to the secretary of the Hotel School. A student absent without a valid excuse from two practicals in the same instructional offering risks being denied admission to the final assessment in that particular instructional offering.

After successful completion of this qualification, a National Diploma will be awarded during an official graduation ceremony of CUT.

Applicants in possession of the National Certificate Vocational (NCV) will be selected according to the selection requirements as approved by Senate.

### **Admission requirements**

In consideration of the demanding nature of the hospitality industry, the Hotel School follows a strict

selection process. An applicant's suitability for the course is assessed on the basis of previous academic performance. In addition, an applicant wishing to be considered for this learning programme must possess qualities such as versatility, willpower, determination, social skills, and the ability to work independently.

Previous and current involvement/interest in the industry will be to the candidate's advantage.

Due to the limited number of students that can be accommodated, interviews and psychometric testing are conducted with prospective candidates with a CUT score lower than 32 at the Hotel School in Bloemfontein. Applicants must convince the selection panel of their motivation, attitude and enthusiasm for a career in Hospitality Management.

Proficiency in written and spoken English is essential.

For candidates who matriculated in 2007 or before:

In addition to the general admission requirements, a minimum mark of 40% in one of the following subjects is recommended: Accounting, Mathematics, Business Economics, Economics, Mercantile Law, Hotel-keeping and Catering, or Home Economics. Candidates with 32 points or more on the CUT scoring scale will be automatically admitted to this programme. Due to the relatively high demand for places in this programme, no applicants with a score lower than 24 on the CUT scoring scale will be considered for selection (recognition prior learning (RPL) cases excluded).

For candidates who completed the NSC in 2008 and thereafter:

In addition to the general admission requirements, the candidate will also be subject to a selection test and an interview. Consumer Science, Hospitality Studies, Accounting or Business Studies is recommended. Candidates with 32 points or more on the CUT scoring scale will be automatically admitted to the programme, subject to any other conditions that may apply. Due to the relatively high demand for places in this programme, no applicants with a score lower than 24 on the CUT scoring scale will be considered for selection (RPL cases excluded).

### **Optional instructional offerings**

All instructional offerings are compulsory.

### **PRE-REQUISITES**

Academic Literacy and Communication Studies requires the successful completion of two instructional offerings, A and B, in this specific order. A distinction (75% or more) in instructional offering A ensures exemption from instructional offering B. A pass (without distinction) means that the student must pass instructional offering B in order to meet the pre-requisite for the learning programme. Failing instructional offering A means that the student must re-register for instructional offering A in a subsequent semester.

- No student will be allowed to graduate without completing the Academic Literacy and Communication Studies programme.
- A student may only follow the second- or third-year level of study on condition that the first- or second-year level respectively has been successfully completed.
- A student may only register for Accommodation Management II if he/she has passed Accommodation Management I: Theory and Accommodation Management I: Practical.

- A student will not be placed for Hospitality Work-integrated Learning II if he/she has not passed Culinary Studies I (Theory and Practical) and Food & Beverage Studies I (Theory and Practical).
- A student must pass Culinary Studies: Theory I, Culinary Studies: Practical I and Nutrition I before he/she will be allowed to register for Culinary Studies II.
- A student may only register for Hospitality Event Management if he/she has passed Culinary Studies & Nutrition II and Food & Beverage Studies II.
- A student will only be placed for Hospitality Work-integrated Learning III if he/she has passed all third-year level instructional offerings.
- A student who is dismissed due to misconduct while undergoing his/her work-integrated learning will fail the instructional offering and will have to re-apply for admission to the Hotel School.
- A student may only follow the second-, third- and fourth-year level of study on condition that the first-, second- or third-year level respectively has been successfully completed.

#### 10.4 NATIONAL DIPLOMA: HUMAN RESOURCES MANAGEMENT BPNDHL

*This learning programme will be offered in Bloemfontein and Welkom, but is no longer offered in Kimberley as from 2014.*

**SAQA CREDITS:** 360  
**NQF LEVEL:** 6  
**DURATION OF LEARNING PROGRAMME:** 3 years

##### Instructional offerings

1 <sup>ST</sup> YEAR	2 <sup>ND</sup> YEAR	3 <sup>RD</sup> YEAR	INSTRUCTIONAL OFFERINGS	CREDITS
PBS10CB			Human Resources Management I	24
OND10AB			Business Management I	24
ACC10AB KWN10AB			Accounting for Personnel Practitioners <b>or</b> Quantitative Techniques I	24
RVB10AB ARG10BB			End-user Computing I Labour Law	24 24
PRE1A  PRE2B			Academic Literacy and Communication Studies <b>and</b> Academic Literacy and Communication Studies	0
	PBS20CB		Human Resources Management II	24
	OND20AB		Business Management II	24
	OBS10AB		Management of Training I	24
	NYW10AB		Industrial Relations I	24
	ENS10AB		English (Language X)	24

1 <sup>ST</sup> YEAR	2 <sup>ND</sup> YEAR	3 <sup>RD</sup> YEAR	INSTRUCTIONAL OFFERINGS	CREDITS
		PBS30CB	Human Resources Management III	24
		OND30AB	Business Management III	24
		OBS20AB	Management of Training II	24
		NYW20AB	Industrial Relations II	24
			<b>Total:</b>	<b>360</b>

## REMARKS

This learning programme is presented both during the day and during the evening.

After successful completion of this qualification, a national diploma will be awarded during an official graduation ceremony of CUT.

Applicants in possession of the National Certificate Vocational (NCV) will be selected according to the selection requirements as approved by Senate.

### Admission requirements

Grade 12. A minimum of 50% in English is required. Candidates may be required to write a selection test.

For candidates who completed the NSC in 2008 and thereafter:

In addition to the general admission requirements, a selection test will apply to candidates with 22-26 points on the CUT scoring scale. A minimum mark of 50% in English at Grade 12 level is required.

### Optional instructional offerings

In the first year, the student must choose between:

Accounting for Personnel Practitioners **or** Quantitative Techniques I

Work-integrated Learning will form part of the re-curriculated programme.

## PRE-REQUISITES

The student may only follow the second-, third- or fourth-year level of study on condition that the first-, second- or third-year level respectively has been successfully completed.

Academic Literacy and Communication Studies requires the successful completion of two instructional offerings, A and B, in this specific order.

A distinction (75% or more) in instructional offering A ensures exemption from instructional offering B. A pass (without distinction) means that the student must pass instructional offering B in order to meet the pre-requisite for the learning programme. Failing instructional offering A means that the student must re-register for instructional offering A in a subsequent semester.

No student will be allowed to graduate without completing the Academic Literacy and Communication Studies programme.

**10.5 NATIONAL DIPLOMA: INTERNAL AUDITING BRNDAJ**

*This learning programme will be offered in Bloemfontein and Welkom.*

**SAQA CREDITS: 120**  
**NQF LEVEL: 6**  
**DURATION OF LEARNING PROGRAMME: 1 year full-time**

**Instructional offerings**

<b>3<sup>RD</sup> YEAR</b>		<b>INSTRUCTIONAL OFFERINGS</b>	<b>CREDITS</b>
<b>SEMESTER 1</b>	<b>SEMESTER 2</b>		
BEL21BB	BEL22BB	Taxation II	24
BIS21AB	BIS22AB	Business Information Systems II	24
CRP21AB		Corporate Procedures II	12
	STC22AB	Statistics II	12
REK31CB	REK32CB	Financial Accounting III	24
IDT31DB	IDT32DB	Internal Auditing III	24
<b>Total:</b>			<b>120</b>

**REMARKS**

This learning programme is presented during the day only.

After successful completion of this qualification, a national diploma will be awarded during an official graduation ceremony of CUT.

**Admission requirements**

A National Higher Certificate: Accounting obtained in the last 3 years.

**PRE-REQUISITES**

The student may only follow the second- or third-year level of study on condition that the first- or second-year level respectively has been successfully completed.

**Instructional offering**

Business Information Systems II (semester 2)

**Pre-requisite instructional offering**

Business Information Systems II (semester 1)

**10.6 NATIONAL DIPLOMA: MARKETING BBNDDBR**

*This learning programme will be offered in Bloemfontein and Welkom, but is no longer offered in Kimberley as from 2014.*

**SAQA CREDITS: 360**  
**NQF LEVEL: 6**  
**DURATION OF LEARNING PROGRAMME: 3 years**

**Instructional offerings**

<b>1<sup>ST</sup> YEAR</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>	<b>INSTRUCTIONAL OFFERINGS</b>	<b>CREDITS</b>
BMR10DB			Marketing I	24
EKN10EB			Economics I	24
OND10AB			Business Management I	24
PVK10AB			Personal Selling I	24
RVB10AB			End-user Computing I	24
PRE1A			Academic Literacy and Communication Studies <b>and</b>	
PRE2B			Academic Literacy and Communication Studies	0
	RKB10AB		Accounting for Marketers I	24
	KWN10AB		Quantitative Techniques I	24
	HRG10CB		Mercantile Law I	24
			<b>Strategic Direction</b>	
	BMR20CB		Marketing II	24
	VBG10AB		Consumer Behaviour I	24
			<b>OR</b>	
			<b>International Direction</b>	
	IBM20AB		International Marketing II	24
	IOB20AB		International Business Management II	24
		RKL10CB	Advertising and Sales Promotion I	24
		MRK30BB	Marketing Research III	24
		AFS11AB	Afrikaans (Language X) <b>or</b>	
		ENS11BB	English (Language X)	12
		EXL12ZB	Work-integrated Learning: Marketing	12
			<b>Strategic Direction</b>	
		VBS30CB	Sales Management III	24
		BMR30CB	Marketing III	24
			<b>OR</b>	
			<b>International Direction</b>	
		IBM30BB	International Marketing III	24
		IFN30AB	International Finance III	24
			<b>Total:</b>	<b>360</b>

**REMARKS**

The student is required to conduct practical work in a business as part of the final mark in certain instructional offerings (Work-integrated Learning). Only students who have passed all their first- and second-year subjects may enrol for Work-integrated Learning.

This learning programme is presented during the day only.

After successful completion of this qualification, a national diploma will be awarded during an official graduation ceremony of CUT.

Applicants in possession of the National Certificate Vocational (NCV) will be selected according to the selection requirements as approved by Senate.

### **Admission requirements**

Grade 12. Certain selection criteria apply. Candidates may be required to write a selection test.

For candidates who completed the NSC in 2008 and thereafter:

In addition to the general admission requirements, the subjects Mathematics and Accounting and commercial subjects are highly recommended. A minimum mark of 50% in English at Grade 12 level is required.

### **PRE-REQUISITES**

The student may only follow the second-, third- or fourth-year level of study on condition that the first-, second- or third-year level respectively has been successfully completed.

**Please note:** Personal Selling I is a pre-requisite for Sales Management III.

Academic Literacy and Communication Studies requires the successful completion of two instructional offerings, A and B, in this specific order.

A distinction (75% or more) in instructional offering A ensures exemption from instructional offering B. A pass (without distinction) means that the student must pass instructional offering B in order to meet the pre-requisite for the learning programme. Failing instructional offering A means that the student must re-register for instructional offering A in a subsequent semester.

No student will be allowed to graduate without completing the Academic Literacy and Communication Studies programme.

A student taking Marketing II must also take Consumer Behaviour I (not necessarily in the same year).

A student taking International Marketing II must also take International Business Management II (not necessarily in the same year).

**10.7 NATIONAL DIPLOMA: OFFICE MANAGEMENT AND TECHNOLOGY BSNDTD**

*This learning programme will be offered in Bloemfontein and Welkom.*

**SAQA CREDITS: 360**  
**NQF LEVEL: 6**  
**DURATION OF LEARNING PROGRAMME: 3 years**

**Instructional offerings**

<b>1<sup>ST</sup> YEAR</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>	<b>INSTRUCTIONAL OFFERINGS</b>	<b>CREDITS</b>
<b>Compulsory instructional offerings:</b>				
IAD10AS			Information Administration I	28
SAD10BS			Business Administration I	28
KOI10AS			Kommunikasie I <b>or</b>	
COM10AS			Communication I	28
ERV10ZB			Work-integrated Learning	0
PRE1A			Academic Literacy and Communication Studies	
PRE2B			<b>and</b> Academic Literacy and Communication Studies	0
<b>Optional instructional offerings:</b>				
Any <b>one</b> of the following:				
HRG10CB			Mercantile Law I	27
PBS10CB			Human Resources Management I	27
REK10CB			Financial Accounting I	27
RGP10AB			Legal Practice I	27
<b>Compulsory instructional offerings:</b>				
	IAD20AS		Information Administration II	28
	SAD20BS		Business Administration II	28
	KOI20AS		Kommunikasie II <b>or</b>	
	COM20AS		Communication II	28
	ERV20ZB		Work-integrated Learning II	0
Any <b>one</b> of the following not previously taken:				
	HRG10CB		Mercantile Law I	27
	PBS10CB		Human Resources Management I	27
	REK10CB		Financial Accounting I	27
	RGP10AB		Legal Practice I	27
<b>Compulsory instructional offerings:</b>				
		IAD30AS	Information Administration III	30
		SAD30BS	Business Administration III	30
		ERV30ZS	Work-integrated Learning III	24
Any <b>two</b> of the following not previously taken:				
		HRG10CB	Mercantile Law I	27
		HRG20BB	Mercantile Law II	27
		PBS10CB	Human Resources Management I	27
		PBS20CB	Human Resources Management II	27
		REK10CB	Financial Accounting I	27
		REK20CB	Financial Accounting II	27
		RGP10AB	Legal Practice I	27
		RGP20AB	Legal Practice II	27
<b>Total:</b>				<b>360</b>



**REMARKS**

In addition to the compulsory instructional offerings, at least **one** optional instructional offering must be taken up to level II, so that a total of at least 15 instructional offerings constitute the diploma.

The candidate is expected to gain 12 weeks' practical experience at an approved institution during the second and third years of study.

This learning programme is presented both during the day and during the evenings.

After successful completion of this qualification, a national diploma will be awarded during an official graduation ceremony of CUT.

Applicants in possession of the National Certificate Vocational (NCV) will be selected according to the selection requirements as approved by Senate.

**Admission requirements**

Grade 12. Certain selection criteria apply.

**PRE-REQUISITES**

The student may only follow the second-, third- or fourth-year level of study on condition that the first-, second- or third-year level respectively has been successfully completed.

**Please note** that Financial Accounting at school level is a pre-requisite for Financial Accounting I.

Academic Literacy and Communication Studies requires the successful completion of two instructional offerings, A and B, in this specific order.

A distinction (75% or more) in instructional offering A ensures exemption from instructional offering B. A pass (without distinction) means that the student must pass instructional offering B in order to meet the pre-requisite for the learning programme. Failing instructional offering A means that the student must re-register for instructional offering A in a subsequent semester.

No student will be allowed to graduate without completing the Academic Literacy and Communication Studies programme.

**10.8 NATIONAL DIPLOMA: PUBLIC MANAGEMENT BONDGPB**

*This learning programme will be offered in Bloemfontein and Welkom, but is no longer offered in Kimberley as from 2014.*

*A candidate for the National Diploma: Public Management must compile the prescribed curriculum with due observance of the faculty and general regulations of CUT, in accordance with the following expositions:*

**SAQA CREDITS:** 360  
**NQF LEVEL:** 6  
**DURATION OF LEARNING PROGRAMME:** 3 years

**Instructional offerings**

1 <sup>ST</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
PEM11AB		Public Resource Management I	18.95
PTS11AB		Public Information Services I	18.95
POM11AB		Public Office Management I	18.95
	PDM12AB	Public Decision-making I	18.95
	PSD12AB	Public Service Delivery I	18.95
	SLM12AB	Self-management I	18.95
PRE1A		Academic Literacy and Communication Studies <b>and</b>	
PRE2B		Academic Literacy and Communication Studies	0
<b>Total:</b>			<b>113.70</b>

2 <sup>ND</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
PFM21AB		Public Financial Management II	18.95
PIP21AB		Public Information Practices II	18.95
PHR21AB		Public Human Resource Management II	18.95
	FOR22AB	Fundamentals of Research II	18.95
	POB22AB	Project Management II	18.95
	PLM22AB	Procurement & Logistics Management II	18.95
<b>Total:</b>			<b>113.70</b>

3 <sup>RD</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
MOI31AB		Management of Information III	18.95
FPM31AB		Financial & Procurement Management III	18.95
PHR31AB		Public Human Resource Management III	18.95
	PCS32AB	Policy Studies III	18.95
	INC32AB	Intersectoral Collaboration III	18.95
	PMP32AB	Public Management Practice III	18.95
	PGB32AB	Programme Management III	18.95
<b>Total:</b>			<b>132.65</b>

**REMARKS**

All instructional offerings are compulsory.

After successful completion of this qualification, a national diploma will be awarded during an official graduation ceremony of CUT.

Academic Literacy and Communication Studies requires the successful completion of two instructional offerings, A and B, in this specific order.

A distinction (75% or more) in instructional offering A ensures exemption from instructional offering B. A pass (without distinction) means that the student must pass instructional offering B in order to meet the pre-requisite for the learning programme. Failing instructional offering A means that the student must re-register for instructional offering A in a subsequent semester.

No student will be allowed to graduate without completing the Academic Literacy and Communication Studies programme.

Applicants in possession of the National Certificate Vocational (NCV) will be selected according to the selection requirements as approved by Senate.

**Admission requirements**

A Senior Certificate or equivalent qualification is required for admission to the first year of study.

Candidates may be required to write a selection test.

**PRE-REQUISITES**

If a student fails a specific module, the module must first be repeated in the next year (in the semester in which the module is presented). The student can continue with the next year's modules, with the condition that no student enrolls for more than five modules per semester.

**10.9 NATIONAL DIPLOMA: SPORT MANAGEMENT BBNDSQ**

*(No new first-year intake for the National Diploma: Sport Management as from 2013.)*

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS:** 360  
**NQF LEVEL:** 6  
**DURATION OF LEARNING PROGRAMME:** 3 years

**Instructional offerings**

<b>3<sup>RD</sup> YEAR</b>	<b>INSTRUCTIONAL OFFERINGS</b>	<b>CREDITS</b>
SPB30AB	Sport Management III	34
SFR30AT	Sport & Physical Recreation Studies III	54
BEM30CB	Marketing III	16
<b>Total:</b>		<b>360</b>

**REMARKS**

Theory classes are offered in the morning, while work-integrated learning takes place in the afternoon. Students are expected to participate in community engagement projects during their studies in order to broaden their field of experience.

The following courses are compulsory: Athletics Technical Officials, Course for Persons with Disabilities, Level I – II Sport Trauma, and First Aid. Level III is only compulsory for Adventure Management. The study guide will identify further courses applicable to the elective chosen by the student.

After successful completion of this qualification, a national diploma will be awarded during an official graduation ceremony of CUT.

Applicants in possession of the National Certificate Vocational (NCV) will be selected according to the selection requirements as approved by Senate.

Work-integrated Learning consists of 24 credits, and forms part of Sport & Physical Recreation Studies III.

**Optional instructional offerings**

All instructional offerings are compulsory.

**PRE-REQUISITES**

The student may only follow the second-, third- or fourth-year level of study on condition that the first-, second- or third-year level respectively has been successfully completed.

Academic Literacy and Communication Studies requires the successful completion of two instructional offerings, A and B, in this specific order.

A distinction (75% or more) in instructional offering A ensures exemption from instructional offering B. A pass (without distinction) means that the student must pass instructional offering B in order to meet the pre-requisite for the learning programme. Failing instructional offering A means that the student must re-register for instructional offering A in a subsequent semester.

No student will be allowed to graduate without completing the Academic Literacy and Communication Studies programme.

**10.10 NATIONAL DIPLOMA: TOURISM MANAGEMENT BTNDDTA**

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS: 360**  
**NQF LEVEL: 6**  
**DURATION OF LEARNING PROGRAMME: 3 years**

**Instructional offerings**

<b>1<sup>ST</sup> YEAR</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>	<b>INSTRUCTIONAL OFFERINGS</b>	<b>CREDITS</b>
TRO10AS			Tourism Development I	24
RTB10AS			Travel & Tourism Management I	24
RTP10AS			Travel & Tourism Practice I	24
BET10AS			Marketing for Tourism I	16
KOU10AS			Communication I	16
GER10AS			German I <b>or</b>	
FCH10AS			French I	
RVB10AB			End-user Computing I	16
PRE1A PRE2B			Academic Literacy and Communication Studies <b>and</b> Academic Literacy and Communication Studies	8
	TRO20AS		Tourism Development II	24
	RTB20AS		Travel & Tourism Management II	24
	RTP20AS		Travel & Tourism Practice II	24
	BET20AS		Marketing for Tourism II	12
	MED10AS		Media & Public Relations: Tourism I	12
	GEB10AS		Event Management I	12
	GAS10AS		Hospitality Operations I	12
		TRO31AS	Tourism Development III	12
		RTB31AS	Travel & Tourism Management III	12
		RTP31AS	Travel & Tourism Practice III	12
		PTM22AS	Work-integrated Learning: Tourism Management Practice II	60
<b>Total:</b>				<b>360</b>

**REMARKS**

After successful completion of this qualification, a national diploma will be awarded during an official graduation ceremony of CUT.

Applicants in possession of the National Certificate Vocational (NCV) will be selected according to the selection requirements as approved by Senate.

**Admission requirements**

A Senior Certificate or equivalent qualification is required for admission to the first year of study.

For candidates who matriculated in 2007 or before:

Candidates should obtain 28 or more points on the CUT scoring scale. Every applicant must write a scholastic aptitude test and undergo an interview. Due to the relatively high demand for places in this programme, no applicants with a score lower than 24 on the CUT scoring scale will be considered for selection.

For candidates who completed the NSC in 2008 and thereafter:

Candidates should obtain 28 or more points on the CUT scoring scale. Every applicant must write a scholastic aptitude test and undergo an interview. Due to the relatively high demand for places in this programme, no applicants with a score lower than 24 on the CUT scoring scale will be considered for selection.

The student completes a six-month period of work-integrated learning at an accredited tourism business during the last six months of the third year of study.

It is expected of the student to participate in community engagement projects initiated by the Department of Tourism and Event Management in order to advance their field of expertise.

**Optional instructional offerings**

German and French.

**PRE-REQUISITES**

The student may only follow the second-, third- or fourth-year level of study on condition that the first-, second- or third-year level respectively has been successfully completed.

Academic Literacy and Communication Studies requires the successful completion of two instructional offerings, A and B, in this specific order. A distinction (75% or more) in instructional offering A ensures exemption from instructional offering B. A pass (without distinction) means that the student must pass instructional offering B in order to meet the pre-requisite for the learning programme. Failing instructional offering A means that the student must re-register for instructional offering A in a subsequent semester.

No student will be allowed to graduate without completing the Academic Literacy and Communication Studies programme.

## 11. BACCALAUREUS TECHNOLOGIAE DEGREES

### 11.1 BACCALAUREUS TECHNOLOGIAE: BUSINESS ADMINISTRATION BBTAS (No new first-year intake for the Baccalaureus Technologiae: Business Administration as from 2015. This programme will be phasing out in 2017.)

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS:** 120  
**NQF LEVEL:** 7 (old)  
**DURATION OF LEARNING PROGRAMME:** 2 years part-time

#### Instructional offerings

1 <sup>ST</sup> YEAR (2015)		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
FBS41AB		Management Practice IV	15
FRA41BB		Financial Accounting Aspects IV	15
NWR21AB		Labour Relations & Law II	10
	BSE32AB	Management Economics III	10
	FNB42BB	Financial Management IV	15
<b>Total:</b>			<b>65</b>

2 <sup>ND</sup> YEAR (2016)		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
BAS41AB		Management Accounting Aspects IV	15
HLP21AB		Human Resources Management II	10
NMT11BB		Research Methodology I	10
	PDK22AB	Production & Purchasing Management II	10
	BIN22AB	Management Information Systems II	10
	BBS32AB	Marketing Management III	10
<b>Total:</b>			<b>65</b>

#### REMARKS

**No new admission into this old curriculum as from January 2015.**

This programme is presented during the evening only.

Minimum duration of formal study for part-time students: Two years.

After successful completion of this qualification, a Baccalaureus Technologiae degree will be awarded during an official graduation ceremony of CUT.

**Admission requirements**

An approved (M + 3) qualification.

- Industry experience of at least 24 months is recommended.
- A minimum of 55% average for final-year subjects at diploma level.

For candidates who matriculated in 2007 or before:

An appropriate M+3 qualification or recognition of prior learning (RPL) (only for admission to the programme).

For candidates who completed the NSC in 2008 and thereafter:

An appropriate three-year diploma/degree at NQF level 7 (new) or 6 (old) or RPL (only for admission to the programme). Work experience of at least three years is recommended. Preference will be given to people in managerial or supervisory positions.

**Optional instructional offerings**

All instructional offerings are compulsory, and subject recognition application will be considered ONLY for the subjects completed at Baccalaureus Technologiae level or equivalent.

## 11.2 BACCALAUREUS TECHNOLOGIAE: BUSINESS ADMINISTRATION **BBBTAS** (This new curriculum replaces the old one and will be offered as from 2015.)

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS:** 120  
**NQF LEVEL:** 7 (old)  
**DURATION OF LEARNING PROGRAMME:** 2 years part-time

**Instructional offerings**

1 <sup>ST</sup> YEAR (2015)		INSTRUCTIONAL OFFERINGS	CREDITS
<b>SEMESTER 1</b>	<b>SEMESTER 2</b>		
FBS41AB		Management Practice IV	15
ENT41AB		Entrepreneurship IV	15
	BIN42AB	Management Information Systems IV	10
	BBS42AB	Marketing Management IV	10
	BSE42AB	Management Economics IV	10
<b>Total:</b>			<b>60</b>

2 <sup>ND</sup> YEAR (2016)		INSTRUCTIONAL OFFERINGS	CREDITS
<b>SEMESTER 1</b>	<b>SEMESTER 2</b>		
HLP41AB		Human Resources Management IV	10
QMM41AB		Quantitative Methods for Management IV	10
RMT41AB		Research Methodology IV (Theory)	10
	FRA41BB	Financial Accounting Aspects IV	15
	PKN42AB	Research Project IV (Practical)	15
<b>Total:</b>			<b>60</b>



**REMARKS**

This programme is presented in the evenings only.

Minimum duration of formal study for part-time students: Two years.

After successful completion of this programme, a Baccalaureus Technologiae degree will be awarded during an official graduation ceremony of CUT.

**Admission requirements**

- An approved 360-credit M + 3 qualification (old NQF 6 or new NQF 7) or higher.
- Recognition of prior learning (conditions apply).
- Minimum three years' work experience (WIL excluded).
- A minimum average of 55% for final-year diploma subjects.

**Optional instructional offerings**

- All instructional offerings are compulsory.
- Credit transfer through subject recognition is allowed for subjects passed at the required fourth-year level, subject to other CUT rules that include, amongst others, at least a 75% content coverage of the CUT-equivalent subject.

**Instructional offering**

Research Project IV (Practical)

**Pre-requisite instructional offering**

Research Methodology IV (Theory)

**11.3 BACCALAUREUS TECHNOLOGIAE: COST AND MANAGEMENT ACCOUNTING BRBTNA**

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS:** 132  
**NQF LEVEL:** 7  
**DURATION OF LEARNING PROGRAMME:** 1 year full-time

**Instructional offerings**

4 <sup>TH</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
FNS41BB	FNS42BB	Financial Management IV	24
FNR41AB	FNR42AB	Financial Reporting IV	24
BSR41AB	BSR42AB	Management Accounting IV	24
SJM41AB	SJM42AB	Systems & Project Management IV	24
NMT11BB		Research Methodology I	12
BNE41AB	BNS22AB	Business Ethics IV	12
		Business Strategy II	12
<b>Total:</b>			<b>132</b>

**REMARKS**

This learning programme is offered on a full-time basis. Some lectures may be presented in the evenings.

After successful completion of this qualification, a Baccalaureus Technologiae degree will be awarded during an official graduation ceremony of CUT.

**Admission requirements**

A National Diploma: Cost and Management Accounting obtained in the last 3 years and passed with a minimum average of 55%.

**PRE-REQUISITES**

The student may only follow the second-, third- or fourth-year level of study on condition that the first-, second- or third-year level respectively has been successfully completed.

#### 11.4 BACCALAUREUS TECHNOLOGIAE: FINANCIAL INFORMATION SYSTEMS BCBTFA

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS:** 132  
**NQF LEVEL:** 7  
**DURATION OF LEARNING PROGRAMME:** 1 year full-time

**Instructional offerings**

4 <sup>TH</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
<b>Compulsory instructional offerings:</b>			
	FNB42BB	Financial Management IV	12
FNR41AB	FNR42AB	Financial Reporting IV	24
FIL41AB	FIL42AB	Financial Information Systems IV	14
NMT11BB		Research Methodology I	10
BNE41AB		Business Ethics IV	12
	BNS22AB	Business Strategy II	12
	FEX42ZB	Work-integrated Learning IV	24
<b>Optional instructional offerings:</b>			
BSR41AB	BSR42AB	Management Accounting IV <b>or</b>	24
IDT41AB	IDT42AB	Internal Auditing IV <b>or</b>	24
OND41AB	OND42AB	Business Management IV	24
<b>Total:</b>			<b>132</b>

**REMARKS**

This learning programme is offered on a full-time basis. Some lecturers may be presented in the evenings.

The student will be expected to undergo work-integrated learning during holiday periods.

After successful completion of this qualification, a Baccalaureus Technologiae degree will be awarded during an official graduation ceremony of CUT.

### Admission requirements

National Diploma: Financial Information Systems obtained in the last 3 years and passed with a minimum average of 55%.

### PRE-REQUISITES

The student may only follow the second-, third- or fourth-year level of study on condition that the first-, second- or third-year level respectively has been successfully completed.

### Instructional offerings

Internal Auditing IV  
Management Accounting IV

### Pre-requisite instructional offerings

Internal Auditing III  
Management Accounting III

## 11.5 BACCALAUREUS TECHNOLOGIAE: HOSPITALITY MANAGEMENT BGBTHB

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS:** 120  
**NQF LEVEL:** 7  
**DURATION OF LEARNING PROGRAMME:** 1 year

### Instructional offerings

4 <sup>TH</sup> YEAR	INSTRUCTIONAL OFFERINGS	CREDITS
NMD20AT	Research Methodology	24
HIL30AT	Hospitality Industry Law III	16
HFM40AT	Hospitality Financial Management IV	32
SHG40AB	Strategic Hospitality Management IV	32
SHM40AB	Strategic Hospitality Marketing IV	16
<b>Total:</b>		<b>120</b>

### REMARKS

This learning programme is offered on a full-time basis.

After successful completion of this qualification, a Baccalaureus Technologiae degree will be awarded during an official graduation ceremony of CUT.

### Admission requirements

National Diploma: Hospitality Management. A minimum average of 50% at the diploma level.

## 11.6 BACCALAUREUS TECHNOLOGIAE: HUMAN RESOURCES MANAGEMENT BPBTHR

*This learning programme will be offered in Bloemfontein, Welkom and Kimberley.*

**SAQA CREDITS:** 132  
**NQF LEVEL:** 7 (old)  
**DURATION OF LEARNING PROGRAMME:** 1 year part-time

### Instructional offerings

4 <sup>TH</sup> YEAR	INSTRUCTIONAL OFFERINGS	CREDITS
GNV40AB	Advanced Industrial Relations IV	22
AMT40AB	Advanced Management of Training IV	22
GSB40BB	Advanced Strategic Management IV	22
APM40AB	Human Resources Management IV	22
ORG40BB	Organisational Behaviour IV	22
NMT10AB	Research Methodology	22
	<b>Total:</b>	<b>132</b>

### REMARKS

This learning programme is presented in the evening only.

After successful completion of this qualification, a Baccalaureus Technologiae Degree will be awarded during an official graduation ceremony of CUT.

### Admission requirements

An appropriate (M + 3) qualification with at least:

- Industrial Relations and Management of Training at second-year level.
- Human Resources Management and Business Management at third-year level.
- A candidate should have an average of 60% for final-year instructional offerings in their National Diploma: Human Resources Management.

### Optional instructional offerings

All instructional offerings are compulsory.

**11.7 BACCALAUREUS TECHNOLOGIAE: INTERNAL AUDITING BRBTIA**

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS:** 132  
**NQF LEVEL:** 7  
**DURATION OF LEARNING PROGRAMME:** 1 year full-time

**Instructional offerings**

4 <sup>TH</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
	FNB42BB	Financial Management IV	12
IDT41AB	IDT42AB	Internal Auditing IV	24
BSR31AB	BSR32AB	Management Accounting III	24
IRG11BB		International Law I	12
NMT11BB		Research Methodology I	12
BNE41AB		Business Ethics IV	12
	RSP42AB	Research Project	12
MCS21AB		Advanced Management Communication Skills II	12
	ISA42AB	Information Systems Auditing IV	12
<b>Total:</b>			<b>132</b>

**REMARKS**

This learning programme is offered on a full-time basis. Some lecturers may be presented in the evening.

After successful completion of this qualification, a Baccalaureus Technologiae degree will be awarded during an official graduation ceremony of CUT.

**Admission requirements**

A National Diploma: Internal Auditing passed with a minimum average of 55%.

**PRE-REQUISITES**

The student may only follow the second-, third- or fourth-year level of study on condition that the first-, second- or third-year level respectively has been successfully completed.

**11.8 BACCALAUREUS TECHNOLOGIAE: MARKETING BBBTMQ**

*This learning programme will be offered in Bloemfontein and Welkom.*

**SAQA CREDITS:** 120  
**NQF LEVEL:** 7 (old)  
**DURATION OF LEARNING PROGRAMME:** 1 year full-time / 2 years part-time

**Instructional offerings**

<b>4<sup>TH</sup> YEAR</b>	<b>INSTRUCTIONAL OFFERINGS</b>	<b>CREDITS</b>
GBV40AB	Advanced Marketing Finance IV	30
MAR40AB	Marketing IV	30
TBE40AB	Applied Marketing IV	30
EKN20CB	Economics II	30
<b>Total:</b>		<b>120</b>

**REMARKS**

This learning programme is presented during the evenings only.

After successful completion of this qualification, a Baccalaureus Technologiae degree will be awarded during an official graduation ceremony of CUT.

**Admission requirements**

A National Diploma: Marketing **or** equivalent M + 3 qualification with a minimum of 55% average at the third-year level of study at diploma level.

A student who has successfully completed the National Diploma: Import and Export Management may also enrol for the Baccalaureus Technologiae: Marketing, provided that he/she has also successfully completed Economics I.

**Optional instructional offerings**

All instructional offerings are compulsory.

## 11.9 BACCALAUREUS TECHNOLOGIAE: OFFICE MANAGEMENT AND TECHNOLOGY BSBTSJ

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS:** 120  
**NQF LEVEL:** 7  
**DURATION OF LEARNING PROGRAMME:** 1 year full-time

### Instructional offerings

4 <sup>TH</sup> YEAR	INSTRUCTIONAL OFFERINGS	CREDITS
IAD40AB	Information Administration IV	30
SAD40AB	Business Administration IV	30
ARB10AB	Labour & Immaterial Law I	24
KGA10AB	Office Administration: Behavioural Aspects I	24
NMT10AB	Research Methodology I	12
<b>Total:</b>		<b>120</b>

### REMARKS

This learning programme is presented in the evenings only.

After successful completion of this qualification, a Baccalaureus Technologiae degree will be awarded during an official graduation ceremony of CUT.

### Admission requirements

A National Diploma: Office Management and Technology **or** any other equivalent (M + 3) qualification.

A minimum average of 55% at the diploma level.

### Instructional offerings

All instructional offerings are compulsory.

### PRE-REQUISITES

#### Instructional offering

Business Administration IV

#### Pre-requisite instructional offering

Accounting Skills I **or**  
 Financial Accounting I

**11.10 BACCALAUREUS TECHNOLOGIAE: PROJECT MANAGEMENT BEBTPJ**

*This learning programme will be offered in Bloemfontein and Welkom.*

**SAQA CREDITS:** 120  
**NQF LEVEL:** 7  
**DURATION OF LEARNING PROGRAMME:** 2 years part-time

**Instructional offerings**

1 <sup>ST</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
SBE41AB		Strategic Management IV	12
	ENT42AB	Entrepreneurship IV	12
PKB41AB		Project Management Process IV A	12
	PKB42AB	Project Management Process IV B	12
<b>Total:</b>			<b>48</b>

2 <sup>ND</sup> YEAR		INSTRUCTIONAL OFFERINGS	CREDITS
SEMESTER 1	SEMESTER 2		
PKG41AB		Project Quality IV	12
PKN41AB		Project Research Theory IV	12
	PHB42AB	Project Resources IV	12
ONV41AB		Operational Research IV	12
	PKA42AB	Project Accounting IV	12
	PKN42AB	Project Research Practical IV	12
<b>Total:</b>			<b>72</b>

**REMARKS**

This learning programme is presented in two modes:

- In the evening, Monday to Friday
- Every second Saturday (eight times per semester).

After successful completion of this qualification, a Baccalaureus Technologiae degree will be awarded during an official graduation ceremony of CUT.

**Admission requirements**

An approved (M + 3) qualification (or recognition of prior learning).

Industry experience of at least two years is recommended.

Computer literacy. A candidate may be required to write a selection test.

Space is limited.

A minimum average of 55% at the third-year of study at diploma level.

\*Because of strong competition, meeting these minimum requirements may not be enough to ensure admission into the programme.



For candidates who matriculated in 2007 or before:

An appropriate M+3 qualification or RPL (only for admission to the programme). Computer literacy, particularly in MS Word and MS Excel. Industry experience of at least two years is recommended.

For candidates who completed the NSC in 2008 and thereafter:

An appropriate three-year diploma/degree at NQF level 7 (new) or 6 (old) or RPL (only for admission to the programme). Computer literacy, particularly in MS Word and MS Excel. Industry experience of at least two years is recommended.

### Optional instructional offerings

All instructional offerings are compulsory. No credit transfers are allowed.

#### Instructional offering

Project Management IV B  
Project Research Practical IV

#### Pre-requisite instructional offering

Project Management IV A  
Project Research Theory IV

## 11.11 BACCALAUREUS TECHNOLOGIAE: PUBLIC MANAGEMENT BOBTPA

*This learning programme will be offered in Bloemfontein and Kimberley.*

*A student registering for the fourth-year Baccalaureus Technologiae: Public Management must compile the prescribed curriculum with due observance of the faculty and general regulations of CUT, in accordance with the following expositions:*

**SAQA CREDITS:** 120  
**NQF LEVEL:** 7  
**DURATION OF LEARNING PROGRAMME:** 1 year

### Instructional offerings

4 <sup>TH</sup> YEAR		INSTRUCTIONAL OFFERING	CREDITS
SEMESTER 1	SEMESTER 2		
PAC41AB		Public Accountability IV	20
PPM41AB		Public Policy Management IV	20
PHR41AB		Public Human Resource Management IV	20
	RIM42AB	Research & Information Management IV	20
	GVR42AB	Governmental Relations IV	20
	SUM42AB	Strategic Public Management IV	20
<b>Total:</b>			<b>120</b>

### REMARKS

The prescribed six instructional offerings are compulsory.

This learning programme is presented in the evenings only.

After successful completion of this qualification, a Baccalaureus Technologiae degree will be awarded during an official graduation ceremony of CUT.

### Admission requirements

A National Diploma: Public Management **or** equivalent qualification. Due to a limited number of students that can be accommodated, applicants with an equivalent qualification must have at least three years' working experience in the public sector.

## 11.12 BACCALAUREUS TECHNOLOGIAE: SPORT MANAGEMENT BGBTSB

*(The last intake for the Baccalaureus Technologiae: Sport Management will be in 2015.)*

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS:** 120  
**NQF LEVEL:** 7  
**DURATION OF LEARNING PROGRAMME:** 1 year

### Instructional offerings

4 <sup>TH</sup> YEAR	INSTRUCTIONAL OFFERINGS	CREDITS
NMD20AB	Research Methodology	24
SPB40AB	Sport Management IV	32
SMA40AB	Sport Marketing IV	32
REM40AB	Recreation Management IV	32
<b>Total:</b>		<b>120</b>

### REMARKS

After successful completion of this qualification, a Baccalaureus Technologiae degree will be awarded during an official graduation ceremony of CUT.

### Admission requirements

A National Diploma: Sport Management **or** equivalent qualification.

### Optional instructional offerings

All instructional offerings are compulsory.

**11.13 BACCALAUREUS TECHNOLOGIAE: TOURISM MANAGEMENT SSBTRI**

*This learning programme will be offered in Bloemfontein.*

**SAQA CREDITS:** 120  
**NQF LEVEL:** 7  
**DURATION OF LEARNING PROGRAMME:** 1 year

**Instructional offerings**

<b>4<sup>TH</sup> YEAR</b>	<b>INSTRUCTIONAL OFFERINGS</b>	<b>CREDITS</b>
BET30AS	Marketing for Tourism III	27
TSM40AT	Advanced Strategic Management IV	27
NMD10AS	Research Methodology I	12
TPJ40AS	Tourism Project IV	27
TRO40AS	Tourism Development IV	27
<b>Total:</b>		<b>120</b>

**REMARKS**

After successful completion of this qualification, a Baccalaureus Technologiae degree will be awarded during an official graduation ceremony of CUT.

**Admission requirements**

A minimum of 55% achieved in all major subjects on third-year level is compulsory for admission to all Baccalaureus Technologiae qualifications.

For candidates who matriculated in 2007 or before:

- A National Diploma: Tourism Management or equivalent qualification.

For candidates who completed the National Senior Certificate in 2008 and thereafter:

- A National Diploma: Tourism Management, or equivalent qualification, with appropriate instructional offerings.

**Optional instructional offerings**

All instructional offerings are compulsory.

## 12. MAGISTER TECHNOLOGIAE DEGREES

**SAQA CREDITS:** 120  
**NQF LEVEL:** 9  
**DURATION OF LEARNING PROGRAMME:** Minimum 1 year full-time / maximum 4 years  
 Minimum 2 years part-time / maximum 4 years

PROGRAMME CODE	MAGISTER TECHNOLOGIAE	MAIN CODE	INSTRUCTIONAL OFFERINGS	CREDITS
BPMTDR	Business Administration <i>Offered at: Bloemfontein campus</i>	VHD50AB NMD10AB	Dissertation Research Methodology	120
BRMTRG	Cost & Management Accounting <i>Offered at: Bloemfontein and Welkom campuses</i>	SIS50AB NMD10AB	Dissertation Research Methodology	120
TVMTVG	Food & Consumer Sciences <i>Offered at: Bloemfontein campus</i>	VHG50AT	Dissertation	120
BPMTHN	Human Resources Management <i>Offered at: Bloemfontein campus</i>	VHG50AB NMT10AB	Dissertation Research Methodology	120
BRMTOD	Internal Auditing <i>Offered at: Bloemfontein and Welkom campuses</i>	HAN50AB NMD10AB	Dissertation Research Methodology	120
BBMTMO	Marketing <i>Offered at: Bloemfontein and Welkom campuses</i>	THE50AB NMD10AB	Dissertation Research Methodology	120
BSMTAH	Office Management & Technology <i>Offered at: Bloemfontein campus</i>	PJK50AB THS50AB NMD10AB	Research Project and Paper <b>or</b> Dissertation Research Methodology	120 120
BOMTEB	Public Management <i>Offered at: Bloemfontein campus</i>	TSS50AB NMD10BB	Dissertation Research Methodology (if not already attained)	120
BTMTHT	Tourism & Hospitality Management <i>Offered at: Bloemfontein campus</i>	TTS50AB	Dissertation	120

### REMARKS

After successful completion of this qualification, a Magister Technologiae degree will be awarded during an official graduation ceremony of CUT.

#### Admission requirements

A Baccalaureus Technologiae degree **or** equivalent qualification in the cognate field, with relevant instructional offerings.

Admission to the Magister Technologiae degree will be subject to a review process.

The student must have a 60% average at Baccalaureus Technologiae level.

The student, in conjunction with CUT, should present a suitable research project in his/her field of specialisation.

The student must score at least 60% in Research Methodology.

### 13. DOCTOR TECHNOLOGIAE DEGREE

**SAQA CREDITS:** 240  
**NQF LEVEL:** 10  
**DURATION OF LEARNING PROGRAMME:** Minimum 2 years full-time / maximum 5 years  
 Minimum 3 years part-time / maximum 5 years

PROGRAMME CODE	DOCTOR TECHNOLOGIAE	MAIN CODE	INSTRUCTIONAL OFFERINGS	CREDITS
BPDTDD	Business Administration <i>Offered at: Bloemfontein campus</i>	ADV90AB	Advanced Research Project and Thesis	240
BRDTKU	Cost & Management Accounting <i>Offered at: Bloemfontein campus</i>	NAV90AB	Advanced Research Project and Thesis	240
BPDTHU	Human Resources Management <i>Offered at: Bloemfontein campus</i>	GNP90AB	Advanced Research Project and Thesis	240
BRDTID	Internal Auditing <i>Offered at: Bloemfontein campus</i>	NVG90AB	Advanced Research Project and Thesis	240
BBDTBD	Marketing <i>Offered at: Bloemfontein campus</i>	ARP90AB	Advanced Research Project and Thesis	240
BODTNB	Public Management <i>Offered at: Bloemfontein campus</i>	GEV90AB	Advanced Research Project and Thesis	240

#### REMARKS

After successful completion of this qualification, a Doctor Technologiae degree will be awarded during an official graduation ceremony of CUT.

#### Admission requirements

A Magister Technologiae degree in the cognate field **or** any appropriate master's degree in the cognate field. The student, in conjunction with CUT, must present a suitable research project in his/her field of specialisation.

The student must have an average of 65% at master's level.