



# DIPLOMA IN MANAGEMENT

360 Credit Qualification registered on the NQF at level 6

SAQA QUALIFICATION ID 96728

## Duration and Language

Minimum duration to complete: Three years.

Tuition: English.

## Focus of Qualification

The Diploma in Management with its thirteen fields of specialisation enables you to select a major elective that meets the diverse roles and responsibilities required by a range of industries in the private and public sectors.

It is a comprehensive qualification in management that will enable successful students to continue their studies to the Bachelor of Business Administration Degree level or Advanced Diploma level.

## Admission Requirements

The minimum entry requirement for this qualification is:

- National Senior Certificate (NSC) with a minimum of 40% in English as certified by Umalusi, and an achievement rating of 3 (Moderate Achievement, 40-49%) or better in four recognised NSC 20-credit subjects; or
- Higher Certificate or Advanced Certificate in a cognate field on NQF Level 5; or
- Southern Business School Certificate or Higher Certificate in Management on NQF Level 5.

## Structure of the Diploma in Management

The Diploma in Management should be structured according to the chosen field of specialisation (major elective).

The Diploma in Management consists of 14 subjects.

The structures of the major electives on the following page have been divided into years 1, 2 and 3.

Compulsory subjects are **Management Practice I, II and III** (MAN100, MAN200 & MAN300), **Business Communication** (BCU100) and **End User Computing** (EUC100).

The Diploma in Management was designed by Southern Business School and experts in management - specifically for managers and aspiring managers on all levels and in all spheres of business.

## Cost

Registration fee	R800
Re-registration fee	R600
Exemption per subject	R525
Cost per subject **	R1 650

\*\* Except for Economics IA and Economics IB, which are R1 200 each.

3<sup>rd</sup> Year level subjects (each) R1 900

Prices exclude prescribed textbooks and are subject to an annual increase.

## DIPLOMA IN MANAGEMENT

MAJOR ELECTIVES	1 <sup>st</sup> YEAR	2 <sup>nd</sup> YEAR	3 <sup>rd</sup> YEAR
<b>ACCOUNTANCY</b>	Management Practice I (MAN100) Accounting for Managers I (ACN100) Project Management I (POM100) Income Tax (TAX100) Business Communication (BCU100)	Management Practice II (MAN200) Accounting for Managers II (ACN200) Cost & Management Accounting I (CMA100) Economics IA & IB (ECO10A & ECO10B) End User Computing (EUC100)	Management Practice III (MAN300) Accounting for Managers III (ACN300) Cost & Management Accounting II (CMA200) Project Management II (POM200)
<b>BUSINESS &amp; MARKETING MANAGEMENT</b>	Management Practice I (MAN100) Marketing Management I (MAR100) Economics IA & IB (ECO10A & ECO10B) Project Management I (POM100) Business Communication (BCU100)	Management Practice II (MAN200) Marketing Management II (MAR200) Business Law (BLA100) Accounting for Managers I (ACN100) End User Computing (EUC100)	Management Practice III (MAN300) Marketing Management III (MAR300) Project Management II (POM200) Accounting for Managers II (ACN200)
<b>DISASTER RISK MANAGEMENT</b>	Management Practice I (MAN100) Disaster Risk Reduction I (DRR100) Public Sector Management I (PMB100) Project Management I (POM100) Business Communication (BCU100)	Management Practice II (MAN200) Disaster Risk Reduction II (DRR200) Human Resource Management I (HRM100) End User Computing (EUC100) Public Supply Chain Management I (PSC100) <b>OR</b> Public Sector Financial Management I (PFB100)	Management Practice III (MAN300) Disaster Risk Reduction III (DRR300) Public Sector Management II (PMB200) Project Management II (POM200)
<b>FINANCIAL PLANNING</b>	Management Practice I (MAN100) Financial Planning I (CFP100) Accounting for Managers I (ACN100) Economics IA & IB (ECO10A & ECO10B) Business Communication (BCU100)	Management Practice II (MAN200) Financial Planning II (CFP200) Accounting for Managers II (ACN200) Project Management I (POM100) End User Computing (EUC100)	Management Practice III (MAN300) Financial Planning III (CFP300) Economics IIA & IIB (ECO20A & ECO20B) Project Management II (POM200)
<b>FLEET MANAGEMENT</b>	Management Practice I (MAN100) Fleet Management I (FLM100) Business Law (BLA100) Accounting for Managers I (ACN100) Business Communication (BCU100)	Management Practice II (MAN200) Fleet Management II (FLM200) Project Management I (POM100) Economics IA & IB (ECO10A & ECO10B) End User Computing (EUC100)	Management Practice III (MAN300) Fleet Management III (FLM300) Project Management II (POM200) Accounting for Managers II (ACN200)
<b>HUMAN RESOURCE MANAGEMENT</b>	Management Practice I (MAN100) Human Resource Management I (HRM100) Project Management I (POM100) Training Management I (TRM100) Business Communication (BCU100)	Management Practice II (MAN200) Human Resource Management II (HRM200) Labour Law I (LLA100) Labour Relations I (LBR100) End User Computing (EUC100)	Management Practice III (MAN300) Human Resource Management III (HRM300) Labour Relations II (LBR200) Training Management II (TRM200)
<b>LOGISTICS MANAGEMENT</b>	Management Practice I (MAN100) Logistics Management I (LOG100) Project Management I (POM100) Accounting for Managers I (ACN100) Business Communication (BCU100)	Management Practice II (MAN200) Logistics Management II (LOG200) Business Law (BLA100) Economics IA & IB (ECO10A & ECO10B) End User Computing (EUC100)	Management Practice III (MAN300) Logistics Management III (LOG300) Project Management II (POM200) Accounting for Managers II (ACN200)
<b>PROJECT MANAGEMENT</b>	Management Practice I (MAN100) Project Management I (POM100) Business Law (BLA100) Human Resource Management I (HRM100) Business Communication (BCU100)	Management Practice II (MAN200) Project Management II (POM200) Accounting for Managers I (ACN100) End User Computing (EUC100) Marketing Management I (MAR100) <b>OR</b> Training Management I (TRM100) <b>OR</b> Public Sector Management I (PMB100)	Management Practice III (MAN300) Project Management III (POM300) Human Resource Management II (HRM200) Marketing Management II (MAR200) <b>OR</b> Training Management II (TRM200) <b>OR</b> Public Sector Management II (PMB200)
<b>PUBLIC SECTOR FINANCIAL MANAGEMENT</b>	Management Practice I (MAN100) Public Sector Financial Management I (PFB100) Public Supply Chain Management I (PSC100) Accounting for Managers I (ACN100) Business Communication (BCU100)	Management Practice II (MAN200) Public Sector Financial Management II (PFB200) Accounting for Managers II (ACN200) Public Sector Management I (PMB100) End User Computing (EUC100)	Management Practice III (MAN300) Public Sector Financial Management III (PFB300) Accounting for Managers III (ACN300) Public Supply Chain Management II (PSC200)
<b>PUBLIC SECTOR MANAGEMENT</b>	Management Practice I (MAN100) Public Sector Management I (PMB100) Project Management I (POM100) Public Supply Chain Management I (PSC100) Business Communication (BCU100)	Management Practice II (MAN200) Public Sector Management II (PMB200) Public Sector Financial Management I (PFB100) Human Resource Management I (HRM100) End User Computing (EUC100)	Management Practice III (MAN300) Public Sector Management III (PMB300) Project Management II (POM200) Human Resource Management II (HRM200)
<b>PUBLIC SUPPLY CHAIN MANAGEMENT</b>	Management Practice I (MAN100) Public Supply Chain Management I (PSC100) Public Sector Financial Management I (PFB100) Public Asset Management I (PAM100) Business Communication (BCU100)	Management Practice II (MAN200) Public Supply Chain Management II (PSC200) Project Management I (POM100) Public Sector Management I (PMB100) End User Computing (EUC100)	Management Practice III (MAN300) Public Supply Chain Management III (PSC300) Public Sector Financial Management II (PFB200) Project Management II (POM200)
<b>PUBLIC TRANSPORT &amp; FLEET MANAGEMENT</b>	Management Practice I (MAN100) Public Transport & Fleet Management I (PTM100) Public Supply Chain Management I (PSC100) Project Management I (POM100) Business Communication (BCU100)	Management Practice II (MAN200) Public Transport & Fleet Management II (PTM200) Public Sector Management I (PMB100) Public Sector Financial Management I (PFB100) End User Computing (EUC100)	Management Practice III (MAN300) Public Transport & Fleet Management III (PTM300) Public Supply Chain Management II (PSC200) Public Sector Financial Management II (PFB200)
<b>RECORDS MANAGEMENT</b>	Management Practice I (MAN100) Records Management I (RMP100) Project Management I (POM100) Business Communication (BCU100) Public Supply Chain Management I (PSC100) <b>OR</b> Public Sector Financial Management I (PFB100)	Management Practice II (MAN200) Records Management II (RMP200) Public Sector Management I (PMB100) Human Resource Management I (HRM100) End User Computing (EUC100)	Management Practice III (MAN300) Records Management III (RMP300) Human Resource Management II (HRM200) Project Management II (POM200)