This brochure contains information about the Short Learning Programmes offered by the College of Law at the University of South Africa.
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Introduction

The College of Law houses a research institute, a legal aid clinic, a distance learning school for legal practice, and a number of specialised centres and institutes. These centres and institutes offer short learning programmes (SLPs), sometimes better known as short courses, and provide you with the latest academic knowledge in a field where being current is absolutely critical.

And nowhere is the need to be up to date and on the ball more evident than in the field of business. Our Centre for Business Law offers SLPs that focus on areas such as tax, labour, estates and pension funds, and the laws that govern these areas. Whether you’re an academic, a professional such as a lawyer or an accountant, or simply an interested party, we will equip you with all you need to understand this field in its current state.

In a world where the rights of refugees are often ignored, our VerLoren van Themaat Centre offers short courses that help our students develop an understanding of Humanitarian Support Law, and Provincial and Local Government Law.

Likewise, the Centre for Criminological Sciences furnishes our students with detailed knowledge in areas ranging from anti-corruption and commercial crime to security practice and management.

Finally, our Programme in Law is aimed at anyone who has an interest in the subject and wants to learn more, but isn’t yet qualified.
Enquiries for the Short Learning Programmes offered through the Centre for Business Law should be directed to:

Ms MA Roux  
Centre for Business Law  
Office 06-157, Cas van Vuuren Building, Unisa  
Tel: 012 429 8432/8774 Fax: 012 429 8206  
E-mail: rouxma@unisa.ac.za

Mr Tshepo Mothoa  
Law Society of Southern Africa  
145 Mears Street, Sunnyside 0132  
Tel: 012 441 4616 Fax: 012 341 1339  
E-mail: tshepo@lssalead.org.za

Advanced Corporate Law and Securities Law (76228)

<table>
<thead>
<tr>
<th>Purpose:</th>
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<tr>
<td>This short learning programme aims to provide legal and accounting practitioners, auditors, company secretaries, and others with an advanced knowledge of the legal principles and applicable legislation in specific areas of corporate law and securities law, with particular emphasis on the Companies Act 2008 (an amended). The topics covered by this course include fundamental transactions, affected transactions and offers market abuse with the emphasis on insider trading, aspects of corporate finance, including public offers, listing on the JSE Ltd, distributions and BBBEE, business rescue proceedings and compromises under the Companies Act 2008, corporate governance, with specific emphasis on the codified duties and liabilities of company directors in the Companies Act 2008, as well as the company secretary, other officers, auditors, and the King Reports, and specific remedies available to shareholders and others in terms of the Companies Act 2008.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Target group:</th>
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<tbody>
<tr>
<td>Legal and accounting practitioners, auditors, and company secretaries</td>
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<table>
<thead>
<tr>
<th>Admission requirements:</th>
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<tr>
<td>B-Degree or an equivalent NQF qualification or substantial relevant practical experience in a legal or related environment</td>
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</table>
## Short Learning Programmes @ Unisa 2012

### Short Course in Pension Funds Law (72729)

**Duration:** Six months  
**NQF Level:** 7  
**Credits:** 12

**Purpose:**  
This short learning programme aims to provide an advanced knowledge of the legal principles relating to pension funds, and to update participants on the development in South African pension fund law development. It is directed at legal advisers, trade union officials, government officials, trustees, and legal practitioners specializing in this field.

**Target group:**  
Legal advisers, trade union officials, government officials and legal practitioners specialising in pension funds

**Admission requirements:**  
B-Degree or substantial relevant practical experience in a legal or related environment (such as practitioners specialising in pension funds law)

**Registration periods:**  
January to April  
Registration closes on 07 April late registrations will be accepted until 30 April

**Module: Pension Funds Law** (CPFL01J) - 12 Credits

**Content:**
- Incorporation and registration of pension funds  
- Administration (organs and officials; powers of boards; amalgamations and transfers; investment of funds)  
- The registrar of pension funds  
- Benefits  
- Surplus apportionments  
- Compliance  
- The Pension Funds Adjudicator  
- Voluntary dissolution  
- Pension fund trustees

### Module: Advanced Corporate Law and Securities Law (ACSL01N) - 12 Credits

**Content:**
- A general introduction to the Companies Bill, 2008  
- Takeovers  
- Market abuse with the emphasis on insider trading  
- Share capital rules, including share buy-backs and dividends  
- Business rescue proceedings and compromises under the Companies Bill, 2008, with some comparisons to the current procedures of judicial management and section 311 compromises  
- Corporate governance, with specific emphasis on the codified duties and liabilities of company directors in the Companies Bill, 2008 as well as the company secretary, other officers, auditors, and the King Reports  
- Johannesburg Stock Exchange listings  
- Black Economic Empowerment
## Advanced Short Course in Tax Law (76765)

<table>
<thead>
<tr>
<th>Duration: One year (12 months)</th>
<th>NQF Level 8</th>
<th>Credits: 12</th>
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### Purpose:
The Advanced Short Course in Tax Law is a short learning programme, designed for professionals and academics who already have a basic knowledge of tax law, or have practical experience of tax law and wish to strengthen and expand their future role in this field. It is aimed at attorneys, accountants, managers, insurance brokers, sales persons, estate agents, paralegals, legal advisors, bankers, financial advisors, debt counselors, HR officers, employers, trade union representatives, SARS officials, and entrepreneurs. The course will provide students with the necessary legal knowledge and skills to participate in the tax environment that is increasingly technical and legalistic. Thorough knowledge of tax legislation is imperative to complete tax returns or deal with a tax audit by SARS. In recent years, we have seen an increased commitment by SARS to collect all outstanding taxes. Professionals need to equip themselves to advise their clients and manage their own affairs in a manner that complies with the latest legislative changes in tax law. This course offers up-to-date training in all areas of income tax law, and also addresses practical issues that arise in dispute resolution and general dealings with SARS.

### Target group:
Lawyers, Accountants, businessmen, managers, insurance brokers, sales persons, estate agents, paralegals, legal advisors, bankers, financial advisors, debt councilors, HR officers, employers, trade union representatives, SARS officials.

### Admission requirements:
A bachelor’s degree or an equivalent NQF level 7 qualification or RPL

### Registration periods:
08 January until 02 February, late registration will be accepted until 30 May

### Module: Advanced Income Tax Law and Capital Gains Tax (ASCT013) - 12 Credits

#### Content:
- Gross Income
- Exempt income
- Deductions
- Taxation of individuals, trusts, insolvent estates and deceased estates
- Taxation of Partnerships
- Taxation of companies
- Secondary taxes of companies and dividend taxes
- Tax avoidance
- Objections and Appeals
- Procedures, searches and seizures
- Capital Gains Tax
# Course in Practical Labour Law (72710)

<table>
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<tr>
<th>Duration: One year</th>
<th>NQF Level 5</th>
<th>Credits: 24</th>
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**Purpose:**
This short learning programme aims to give trade union officials, shop stewards, small entrepreneurs, and line managers with little or no formal labour law training a first introduction to and a sound knowledge of those aspects of employment law that they may encounter on a daily basis in the workplace. They will also be given the necessary skills to apply this knowledge in practice.

**Target group:**
Industrial relations practitioners, human resources managers, trade union officials, lawyers

**Admission requirements:**
Senior Certificate an equivalent NQF level 4 or qualification

**Registration periods:**
01 February until 31 March

**Module: Practical Labour Law (CPLL01D) - 24 Credits**

**Content:**
- The contract of employment
- Basic conditions of employment (including the work that an employee has to do; wages; ordinary working hours; overtime; leave; lunch breaks; and notice periods)
- Exercising discipline and managing performance
- Dismissal, discrimination and unfair labour practices
- The resolution of labour disputes
- A brief overview of some aspects of collective labour law (collective bargaining; strikes and lock-outs; replacement labour; picketing; and dismissal of strikers)
Course in Deceased Estates Practice (76252)

Duration: One year
NQF Level 7
Credits: 24

Language: English and Afrikaans

**Purpose:**
To equip students with the legal and practical knowledge and skills necessary for drawing up wills, establishing trusts, and administrating deceased estates

**Target group:**
Qualified attorneys, legal advisers, government officials and private sector employees working in the field of administration of estates, paralegals, as well as staff in attorneys’ offices and offices of the other categories mentioned above

**Admission requirements:**
LLB, BProc and/or any other appropriate degree or sufficient practical experience

**Registration periods:**
September

**Module: Wills, Trusts and Reporting the Estate (WTRE01B) - 24 Credits**

**Content:**
- Testamentary formalities
- Interpretation of wills
- Revocation of wills
- Capacity to make a will
- Capacity to benefit under a will
- Content of wills, substitution, the trust, formation of the trust
- Revocation of a trust
- Formalities of registering a trust
- Reporting the estate
- The executor

Course in the Introduction to Corporate Governance (71978)

Duration: Six months
NQF Level 5
Credits: 12

**Purpose:**
The course Introduction to Corporate Governance focuses both on the formal systems and elements of corporate governance as well current corporate governance thinking. The course equips managers, company secretaries, directors and students in general to be aware of the linkages between corporate governance the Companies Act 71 of 2008 and King III Report Corporate Governance.

**Target Group:**
Given the increasing emphasis, internationally, on corporate governance, the module is of value to the individual, to potential employers and employees, and to society as a whole. Due to the fact that this course is an introduction to, the target group will reflect in most cases individuals at middle management level

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## Admissions Requirements:
Senior Certificate or the equivalent of a NQF level 4 qualification and have at least three years working experience.

## Registration Periods:
- **First semester:** 8 January until 2 February
- **Second semester:** 1 June until 27 July

## Module: Introduction to Corporate Governance (CICG01E) - 12 Credits
- Introduction to corporate governance and corporate citizenship in South Africa and Africa
- Corporate governance and corporate citizenship in relation to specific issues in South Africa and Africa
- Corporate governance challenges of the 21st century
- The legal and regulatory environment affecting corporate governance in South Africa and Africa
- The framework of accountability in companies and other organisations in South Africa and Africa
- Sustainability and the triple bottom line
- Sustainability and triple bottom line reporting in South Africa and Africa

## Wipo-Unisa Intellectual Property Specialisation Programme (7621X)
### Purpose:
This short learning programme is designed for academics and professionals who already have some knowledge about intellectual property, or who have some practical experience in the field of intellectual property, and who wish to strengthen and expand their future role in this field. The focus of the curriculum is on the special circumstances prevailing in developing countries. The modules approach the subject-matter against the background of international conventions and the obligations they impose on developing countries. It is then demonstrated, using South African law as an example, how these obligations can be discharged. Students will be expected to examine the law of their own countries to determine how these obligations have been discharged, or how they should be discharged.

### Target Group:
The specialisation programme is aimed at academics and professionals who wish to strengthen and expand their future role in the field of intellectual property law.

### Admission Requirements:
Senior Certificate or an equivalent NQF level 4 qualification or experience through or informal learning that shows basic language competence or relevant experience in a legal environment. A-levels, HIGCSE or IGCSE plus a minimum age requirement.

### Registration Periods:
- **First semester:** 8 January until 2 February
- **Second semester:** 1 June 2008 until 27 July
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<thead>
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<th>Module: Essential Copyright Law</th>
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<tbody>
<tr>
<td><strong>Content:</strong></td>
<td></td>
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<tr>
<td>● Nature of copyright</td>
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<td>● Works protected by copyright</td>
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<tr>
<td>● Requirements for the subsistence of copyright and copyright infringement</td>
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<th>Module: Essential Competition Law</th>
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<tr>
<td>● Unfair competition</td>
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<td>● Liability for unfair competition</td>
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<tr>
<td>● Specific forms of unfair competition</td>
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<tr>
<td>● Damaging another’s goodwill</td>
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<td>● Misleading the public</td>
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<td>● Discrediting another’s enterprise</td>
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<td>● Misappropriation of confidential information</td>
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<tr>
<th>Module: Essential Patent Law</th>
<th>(IPSP033)</th>
<th>12 Credits</th>
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<tr>
<td><strong>Content:</strong></td>
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<tr>
<td>● Nature of patentable inventions</td>
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<tr>
<td>● Requirements for patent protection</td>
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<tr>
<td>● Exploitation of patented inventions</td>
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<td>● Patent infringement</td>
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<tr>
<th>Module: Essential Trademark Law</th>
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<tr>
<td><strong>Content:</strong></td>
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<tr>
<td>● Nature of a trade mark</td>
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<tr>
<td>● Registration of trade marks</td>
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<tr>
<td>● Assignment and licensing of trade marks</td>
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<td>● Trademark infringement</td>
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<tr>
<td>● Nature of and requirements for design protection</td>
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<td>● Infringement of design rights</td>
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<tr>
<td>● Protection of layout designs of integrated circuits</td>
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### Module: Internet Aspects of Copyright and Trademarks (IPSP066) - 12 Credits

**Content:**
- Copyright and related rights in the digital environment
- Copyright infringement on the internet
- Protection of electronic databases
- Digital licensing of intellectual property
- Domain names
- Conflict of laws and jurisdiction

### Module: Legal Aspects of Electronic Commerce (IPSP078) - 12 Credits

**Content:**
- Overview of the internet and the major role players
- Contracting through the internet
- Copyright implications of the internet
- Electronic databases
- Domain names
- Trademarks and dispute resolution

### Module: Traditional Knowledge and Biodiversity (IPSP089) - 12 Credits

**Content:**
- Protection of folklore including traditional crafts
- Ethno-botanical knowledge
- Biodiversity and genetic resources

### Module: Collective Rights Administration: Performers' Rights (IPSP09A) - 12 Credits

**Content:**
- Evolution of performer's rights
- Exploitation of intellectual property rights
- Collective management of copyright and related rights

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### Programme in Advanced Labour Law (72737)

| Duration: One year | NQF Level 8 | Credits: 48 |

**Purpose:**
The Advanced Labour Law Programme – the flagship labour law programme of the Centre for Business Law – aims to give industrial relations practitioners, human resources managers, trade union officials and other interested parties the necessary legal knowledge and skills in an industrial relations environment that is increasingly technical and legalistic. Students will acquire an advanced knowledge of all the relevant areas of labour law that are vitally important to the effective conduct of industrial relations in the workplace. Through case studies, practical exercises, and lectures, students are taught greater skills in problem prevention, problem solving and policy formulation.

*continue to next page.*
**Target group:**
Industrial relations practitioners, human resources managers, trade union officials, lawyers

**Admission requirements:**
Senior Certificate or an equivalent NQF level 4 qualification and students must have an advanced knowledge of industrial relations

**Registration periods:**
01 February until 31 March
Late registrations will be accepted until the 31 May

**Module: Advanced Labour Law (CALL01R) - 48 Credits**

**Content:**

**Individual Labour Law**
In the context of the Labour Relations Act and the Basic Conditions of Employment Act:
- The contract of service
- Discipline in the workplace
- The meaning of ‘employee’
- The meaning of ‘dismissal’
- Automatically unfair dismissal
- Dismissal for misconduct, incapacity and operational requirements
- The transfer of contracts
- Unfair labour practices

**Employment Equity**
In the context of the Employment Equity Act:
- Prohibition of unfair discrimination
- Affirmative action
- Sexual harassment
- Medical testing, testing for HIV/AIDS, and psychological testing

**Collective Labour Law:**
- Freedom of association
- Trade unions
- Organisational rights
- Collective bargaining structures
- Collective agreements
- Strikes and lock-outs (including their legal consequences, replacement labour, and picketing)

**Dispute Resolution:**
- Commission for Conciliation, Mediation and Arbitration
- Procedures and remedies
- Labour Court and Labour Appeal Court

**Social Security:**
- Maternity leave
- Unemployment benefits
- Compensation for occupational injuries and diseases
- Health and safety
- Migrant workers
Short Course in Refugee Law and Humanitarian Support (72877)

Duration: Six months  NQF Level 5  Credits: 12

Purpose:
The purpose of the module is to equip students with a basic understanding of the different categories of migrants, the various aspects of migration, and the rights and responsibilities of migrants, in order to promote effective and sustainable solutions to human migration and displacement and reduce prejudices towards foreign nationals as a means to this end, to equip students with an integrated legal, psychosocial and humanitarian perspective on the problems faced by refugees, Internally Displaced Persons, migrants and stateless people, and the capacity (knowledge, skills and competencies) to provide legal protection and humanitarian support to different categories of migrants, by applying relevant legislation, international law and human rights instruments with contextualised understanding and empathy.

Target group:
Humanitarian Aid Workers, Government Officials, Lawyers, Welfare and NGO Employees, Lay Counsellors, Church Leaders, Refugees and other people involved with Foreign Nationals and other displaced persons.

Admission requirements:
Senior Certificate or an equivalent NQF level 4 qualification

Registration periods:
Semester dates

Module: Refugee Law and Humanitarian Support (SCRL01A) - 12 Credits

Content:
- Introduction: Background to migration and human displacement into the 21st century
- International, African and Regional Frameworks for Refugee Protection
- South African Framework for Refugee Protection
- Basic principles of humanitarian response management
- Basic principles of psychosocial support
Programme in Provincial and Local Government Law (01732)

Duration: One year  
NQF Level 5  
Credits: 24

Purpose:
To provide the identified target audience with knowledge, specific skills and applied competence to fulfill their particular role in the provincial and local government environment and to deal with specific problems encountered in the identified target audience’s environment. To achieve this purpose the target audience is provided with: knowledge of and insight into the functions and powers of provincial and local government; knowledge of the basic principles of the law in general and public law in particular; knowledge of the most important constitutional provisions which deal, either directly or indirectly, with provincial and local government. These provisions relate to the principles of co-operative government, fundamental rights (in particular the right to just administrative action) and ethics (including the values and principles underpinning the public administration); a basic introduction to the drafting of legislation

Target group:
Members of the National Council of Provinces, members and/or administrators and/or officials of provincial and local government such as administrators in provincial government, councillors of municipalities, aspirant councillors and municipal officers, members of the public with an interest in good governance, graduates from the UNISA/ABET certificate course, graduates from other university and/or Technikon certificate courses, members of civic associations, trade unions, community development forums, community policing forums and political and service organisations dealing with provincial and local government matters, including development

Admission requirements:
Senior Certificate or an equivalent NQF level 4 qualification

Registration periods:
01 December to 28 February

Module: Provincial and Local Government Law (PLGL01N) - 24 Credits

Content:
- An overview of provincial and local government law
- The principles of administrative law
- The rules of statutory interpretation
- The ethical standards applicable to the officers involved and a human rights culture
- The principles of co-operative government
- The law relating to development, planning and sustainable development
- The legislative process (the way laws are made)
- The drafting of legislative instruments
Course in Anti-Corruption and Commercial Crime Investigation (7246X)

**Duration:** One year

**NQF Level:** 5

**Credits:** 36

**Purpose:**
To educate investigators in the fundamental principles and art of anti-corruption and commercial crime investigations

**Target group:**
Public and private commercial crime and anti-corruption investigators

**Admission requirements:**
Senior Certificate or an equivalent NQF level 4 qualification and/or experience as approved by the Director: Centre for Criminological Sciences

**Registration periods:**
9 January to 29 February

**Module:** Legal Contexts and Procedures for Anti-Corruption and Commercial Crime Investigations (CCCI01K) - 12 Credits

**Content:**
- South African law and commercial crime
- Property crimes
- Crimes against the Administration of Justice
- Law of evidence
- Court processes
- Delict and principles of civil law
- Law of contract
- Prescription
- Acknowledgement of debt
- Statutory mandates to investigate

continue to next page..
Module: Operationalise Anti-Corruption and Commercial Crime Investigations (CCCI02L) - 12 Credits

Content:
- Investigative theory
- Interviewing witnesses
- Interviewing suspects and defendants
- Recording affidavits and statements
- Sources of information
- Basic scene handling
- Search and seizure

Module: Applied Legal Procedures and Precedents (PCCI02B) - 12 Credits

Content:
- Fraud
- Forgery and uttering
- Theft by false pretence
- Theft
- Prevention and Combating of Corrupt Activities Act
- National Prosecuting Act
- Witness Protection Act
- Protected Disclosures Act
- Economic Communications and Transactions Act
- Interception of Communications Act
- Compensation

Course in Security Practice (72486)

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<thead>
<tr>
<th>Duration: One year</th>
<th>NQF Level 5</th>
<th>Credits: 36</th>
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Purpose:
Security officials are required to have specific skills in order that assets are protected on a cost-effective basis which is both ethically correct and which conforms to the norms contained in the South African Constitution

Target group:
This course is introductory in nature and is aimed at security officials and security supervisors involved in the security industry in southern Africa. Furthermore, the course is also aimed at persons who are not yet working in the field but who are interested in a career in the security industry.

Admission requirements:
Senior Certificate or an equivalent NQF level 4 qualification and/or experience as approved by the Director of the Centre for Criminological Sciences

Registration periods:
09 January to 29 February
Module: An Introduction to Security Practice (CSPR013) - 12 Credits

Content:
- The security occupation
- Introduction to physical security
- Emergency planning
- Security awareness
- Corporate crime threats
- Fire prevention and suppression
- Basic principles of security risk management
- Occupational health and safety

Module: Introduction to Security Related Law (CSPR024) - 12 Credits

Content:
- An introduction to South African law
- General principles of the South African criminal law and the security function
- Specific South African common law offences in the security environment

Module: Security Investigations (CSPR035) - 12 Credits

Content:
- Investigative theory
- Basic scene handling
- Interviewing witnesses
- Interviewing suspects and defendants
- Recording affidavits and statements
- Sources of information

Programme in Security Management (72494)

Duration: One year | NQF Level 6 | Credits: 48

Purpose:
To equip the security manager with advanced knowledge and managerial skills that are specifically relevant to the security function within an undertaking

Target group:
Current security managers who wish to improve their risk control managerial skills

Admission requirements:
Course in Security Practice

Registration periods:
09 January to 29 February

continue to next page.
| Module: Security Related Law of Evidence and Procedure (PSMN01V) - 12 Credits |

| Module: Security Related Private and Statutory Law (PSMN02W) - 12 Credits |
| Content: |
| - Principles of South African private law relevant to the security function |
| - Important statutes for the security official |

| Module: Security Risk Management (PSMN03X) - 12 Credits |
| Content: |
| - Risk factors |
| - Security policy |
| - Security surveys |
| - Risk analysis |
| - Security risk control measures |

| Module: Advanced Security Investigations (PSMN04Y) - 12 Credits |
| Content: |
| - Investigative analysis |
| - Investigative coordination |
| - The facilitation of experts and integration of crime information |
| - Reconstruction |
Enquiries for the Short Learning Programmes offered through the Centre for Criminological Sciences should be directed to:

**Course leader**
Prof MP Ferreira-Snyman LLB LLM

**Discipline expertise:** Public international law, administrative law, comparative law, human rights law

**Department of Jurisprudence**
Office 4-099, Cas van Vuuren Building, Unisa

Tel: 012 429 8356  Fax: 012 429 3442
E-mail: ferremp@unisa.ac.za

**Programme administrator(s)**
Ms ME Mkhomazi
Administrative Officer, Department of Jurisprudence
Office 4-109, Cas van Vuuren Building, Unisa

Tel: 012 429 8356  Fax: 012 429 3442
E-mail: proglaw@unisa.ac.za

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**Programme in Law (01627)**

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<th>Duration: One year</th>
<th>NQF Level 5</th>
<th>Credits: 48</th>
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**Purpose:**
The programme consists of four modules, each with a module leader in charge. The module leaders are all highly qualified academics and have masters or doctoral degrees and most are admitted as advocates or attorneys.

To provide a general overview of the law, to equip students with the basic knowledge to understand their rights and duties in a democratic society within the structure and functioning of the South African legal system.

**Target group:**
Any person with a matriculation certificate (no matriculation exemption necessary) or equivalent qualification. If you do not have a matriculation certificate or equivalent qualification you may submit a curriculum vitae for admission to the Head of the Programme.

**Admission requirements:**
Senior Certificate (matriculation exemption not required) or an equivalent NQF level 4 qualification

**Registration periods:**
01 December – 15 December and 3 January – 28 February

**Module: Introduction to Law (CPLA019) - 12 Credits**

**Content:**
Serves as an introduction to the programme and deals with questions such as:
- What is law and where does our law come from?
- How do the courts in South Africa operate?
- What is the Constitution?
- Where do we find legislation? What does an Act look like? What are the basic principles of the interpretation of statutes?
- What are your fundamental human rights?
- How does the courts in South Africa operate?
### Module: Private Law (CPLA02A) - 12 Credits
**Content:**
Deals with Private Law and some of the most important topics dealt with are:
- **Marriage and property:** what are the options?
- **Ownership:** what are your rights?
- **Wills:** why do you need one?
- **Obligations:** what is a **contract**?

### Module: Public Law (CPLA03B) - 12 Credits
**Content:**
Deals with public law and this module includes sections on:
- The structure of **government authority**.
- **Environmental law**
- **Crime and punishment**
- **Going to court**

### Module: Commercial Law (CPLA04C) - 12 Credits
**Content:**
Deals with commercial law and some of the topics dealt with are:
- **Money matters:** cheques, securities, credit transactions, insurance and taxation.
- **Business:** partnerships, companies, close corporations and business trusts.
- **Bankruptcy:** the process of sequestration and administration of an insolvent estate.
- **The labour market:** employers and employees.