**NATIONAL DIPLOMA: MANAGEMENT**
Qualification code: NDMG98

Campus where offered: Pretoria and Polokwane campuses

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**REMARKS**

**a. Admission requirement(s) and selection criteria:**

- **FOR APPLICANTS WHO OBTAINED A SENIOR CERTIFICATE BEFORE 2008:**

  **Admission requirement(s):**
  A Senior Certificate or an equivalent qualification.

  **Recommended subject(s):**
  Mathematics and commercial subjects.

  **Selection criteria:**
  Selection is based on a departmental selection and a TUT potential assessment.

  Symbol values: $A = 10$, $B = 8$, $C = 6$, $D = 4$, $E = 2$, $F = 1$.

  The following formula will be used in the selection process:
  1. **Group 1 matric subjects:** Accounting, Business Economics, Economics, English, Mathematics and Physical Science (weight: $HG = 10$, $SG = 6$, $LG = 3$).
  2. **Group 2 matric subjects:** All other subjects (weight: $HG = 3$, $SG = 2$, $LG = 1$).

    - Multiply the value with the weight and add to get the total. A maximum of six subjects will be taken into consideration.
    - Preference will be given to accredited post-matric qualifications with an average of 65% per subject.
    - The cut-off point is 150. The Head of the Department reserves the right to lower or raise the cut-off point and to accept prospective students after a personal interview.
    - Competency in English is crucial.

- **FOR APPLICANTS WHO OBTAINED A NATIONAL SENIOR CERTIFICATE IN OR AFTER 2008:**

  **Admission requirement(s):**
  A National Senior Certificate with an endorsement of a bachelor’s degree or a diploma, or an equivalent qualification with an achievement level of at least 3 for English (home language or first additional language) and 3 for Mathematics or Mathematical Literacy.

  **Recommended subject(s):**
  Mathematics and commercial subjects.

  **Selection criteria:**
  To be considered for this qualification, applicants must have an Admission Points Score (APS) of at least 22. A score of 18 is required for the National Diploma (Extended Curriculum).

  **Assessment procedures:**
  Applicants with a final APS of 22 and more will be admitted to the programme. Applicants with a score of 20 to 21 will be admitted to the National Diploma (Extended Curriculum). Applicants with a score of 18 to 19 will be required to do the TUT potential assessment.
• FOR APPLICANTS WITH A NATIONAL CERTIFICATE (VOCATIONAL):

Admission requirement(s):
A National Certificate (Vocational) with at least 50% for English (home language or first additional language) and 50% for Mathematics or Mathematical Literacy, 50% for Life Orientation (excluded for APS calculation), 60% for any other three compulsory vocational subjects and 50% for the fourth subject.

The certificate must be in any of the following fields: management, marketing, hospitality, tourism, office administration, information technology, computer science, finance, economics or accounting.

Selection criteria:
To be considered for this qualification, applicants must have an Admission Points Score (APS) of at least 27.

b. Minimum duration:
Three years.

c. Presentation:
Day classes.

d. Intake for the qualification:
January only.

e. Exclusion and readmission:
See Chapter 32 of Students’ Rules and Regulations.

f. Subject credits:
Subject credits are shown in brackets after each subject.

CURRICULUM

FIRST YEAR

<table>
<thead>
<tr>
<th>CODE</th>
<th>SUBJECT</th>
<th>CREDIT</th>
<th>PREREQUISITE SUBJECT(S)</th>
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<tbody>
<tr>
<td>ADM100T</td>
<td>Administrative Management I</td>
<td>(0,200)</td>
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<tr>
<td>CBE100T</td>
<td>Communication: Business Administration I</td>
<td>(0,250)</td>
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<tr>
<td>MAN120T</td>
<td>Management I</td>
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FIRST SEMESTER

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<tr>
<td>ECN12AT</td>
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<tr>
<td>FAC11AT</td>
<td>Financial Accounting IA</td>
<td>(0,100)</td>
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SECOND SEMESTER

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<tr>
<td>FAC11BT</td>
<td>Financial Accounting IB</td>
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TOTAL CREDITS FOR THE FIRST YEAR: 1,050

SECOND YEAR

<table>
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<tr>
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<tbody>
<tr>
<td>MAN220T</td>
<td>Management II</td>
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<td>Management I</td>
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</table>
MRK130T  Marketing I  (0,250)

**FIRST SEMESTER**

EUC10AT  End-User Computing IA  (0,100)

**plus one of the following subjects:**

ADM200T  Administrative Management II (year subject)  (0,250)  Administrative Management I
FMN21AT  Financial Management IIA  (0,125)  Financial Accounting IA  Financial Accounting IB

**SECOND SEMESTER**

EUC10BT  End-User Computing IB  (0,100)

**plus the following subject if Financial Management IIA was taken in the first semester:**

FMN21BT  Financial Management IIB  (0,125)  Financial Management IIA

TOTAL CREDITS FOR THE SECOND YEAR:  0,950

**THIRD YEAR**

<table>
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<th>PREREQUISITE SUBJECT(S)</th>
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<tbody>
<tr>
<td>MAN310T</td>
<td>Management III</td>
<td>(0,250)</td>
<td>Management II</td>
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<tr>
<td>MER100T</td>
<td>Mercantile Law I</td>
<td>(0,250)</td>
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</tr>
</tbody>
</table>

**plus one of the following subjects:**

IRS100T  Industrial Relations I  (0,250)
MRK210T  Marketing II  (0,250)  Marketing I
TPC100T  The Personnel Function (not offered at Polokwane Campus)  (0,250)

**FIRST SEMESTER**

**One of the following subjects:**

ADM310T  Administrative Management III (year subject)  (0,250)  Administrative Management II
FMN30AT  Financial Management IIIA  (0,125)  Financial Management IIB

**SECOND SEMESTER**

FMN30BT  Financial Management IIIB (if FMN30AT was taken in the first semester)  (0,125)  Financial Management IIB

TOTAL CREDITS FOR THE THIRD YEAR:  1,000

TOTAL CREDITS FOR THE QUALIFICATION:  3,000