

SHORT & CERTIFICATE COURSES

WITS PLUS

MANAGEMENT

Join us for a short course in *Management*, offered over a semester, starting in February at the University of the Witwatersrand, Johannesburg. The lecturers are highly qualified specialist lecturers from the School of Economic and Business Sciences (Faculty of Commerce, Law and Management).

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W www.wits.ac.za/part-time

TARGET MARKET

People working in or wanting to enter the Management field, who meet the prerequisites for the BCom programme or already have a degree or relevant qualification and want to develop their knowledge in this area will benefit from this programme.

Alumni may be interested in continuing their education.

Successful completion of this stand-alone short course could earn exemption from Management II A if the participant subsequently wishes to and is eligible to enter the BCom degree programme.

ENTRY ADMISSION REQUIREMENTS

- A first degree or equivalent qualification, or
- Matric which meets Wits Plus BCom entry requirements, or
- A three year National Diploma in a relevant area

OBJECTIVES

To introduce students to:

- Alternative theories of management
- Role of the manager
- Comparative and international management
- Management of the public sector
- Management of change
- Planning, leading directing and controlling
- Organisational behaviour including motivation, performance and group and team work processes.

OUTCOMES AND COMPETENCIES

Students will be expected to demonstrate an understanding of the roles and functions of the different aspects of management as listed above.

METHOD OF EVALUATION

Submission of written assignments and tests and a 3-hour examination. Assignment/tests comprising the course work carry a 50% weighting and the exam carries a 50% weighting.

COMMENCEMENT DATES

Semester 1 only:

February: Wednesdays 17:30 – 19:30

Duration: 14 weeks

FEES

R14 350.

METHOD OF PAYMENT

The fees for all courses are the responsibility of the individual attending the course. All fees must be paid prior to registration. Payment can be made by electronic payment or bank deposits. You will then need to bring your original proof of payment to Registration day, dates will be provided in your acceptance letter.

VISITORS ACCESS

All short course participants are issued with a Visitors Access Card at a cost of ± R140. Parking disc fees also apply: arrangements need to be made with the parking office. You may park in student parking on the West campus.

CANCELLATION OF THE COURSE

Wits Plus courses offered over one semester:

- Cancellation before commencement of lectures will result in an administration fee of 15% of the total course fee regardless of the reason.
- Cancellation after commencement of lectures will result in liability for the full amount of the course fees regardless of the reason.

WHO ARE THE LECTURERS?

Full-time lecturers in the Department will lecture on this programme or lecturers with appropriate experience and qualifications will be approved to lecture by the School.