MANCOSA is registered with the Department of Higher Education and Training (DHET) as a private higher education institution under the Higher Education Act, 1997 (as amended). Registration No.2000/HE07/003.
PRINCIPAL’S MESSAGE

MANCOSA IS PROUD TO INTRODUCE ITS PRESTIGIOUS GRADUATE SCHOOL OF BUSINESS [GSB]. THE MANCOSA [GSB] IS THE LEADING INTERNATIONAL DISTANCE EDUCATION BUSINESS SCHOOL IN AFRICA WHICH FOCUSES ON THE DEVELOPMENT OF THE NEW AGE BUSINESS LEADER.

The MANCOSA [GSB] Master of Business Administration (MBA) degree is offered throughout the world with over 3000 graduates adding value to themselves, their organisations and their countries. The MANCOSA [GSB] has a remarkable record of preparing its students for leadership and management positions. Our graduates cover the entire spectrum of CEO’s, executive directors, senior managers and entrepreneurs in both the public and private sectors. In addition they occupy important positions throughout the world.

Our global student community of professionals provide the platform for exceptional networking and business opportunities. Studying at the MANCOSA [GSB] is a truly rewarding experience. Our students are our first priority. We commit ourselves to supporting our students every step of the way to ensure their success. Our online learning platforms coupled with stimulating webinars and academic support simplifies distance learning.

New technologies, redefined values and shifting customer demands are decisively changing and renewing the way businesses operate in the 21st century. Managers today need to be equipped with a range of skills to deal with the ever increasing complexity and uncertainty in both public and private sector organisations. The MANCOSA [GSB] Postgraduate Programmes provides students with the skills to excel in management and leadership positions. Apart from the theoretical rigour, the programme ensures that students are exposed to new thinking in leadership; new developments in business; new paradigms in emerging markets on the global economy and the effects of technology on business. The MBA degree programme ensures that students apply theory to practice and reflect on their current managerial experiences through project and problem-based approaches.

OUR GOAL IS TO TRANSFORM OUR STUDENTS INTO PROBLEM-SOLVERS, TEAM LEADERS AND CRITICAL THINKERS WHO MAKE MEANINGFUL CONTRIBUTIONS TO THEIR ORGANISATIONS AND SOCIETY.

I am confident that you will find your experience at the MANCOSA [GSB] exciting, rewarding and value adding in both your career and organisation.

We invite you to start your learning journey with MANCOSA.

Principal
Professor Y M Karodia
Board Member of
Honoris United Universities
VISION
MANCOSA’s vision is to be the leading distance education provider that is responsive to the evolving education and training needs of dynamic economies through a commitment to people, opportunity and quality.

MISSION
MANCOSA endeavours to respond to the changing education demands of both public and private sectors in dynamic economies through the provision of innovative education.
ABOUT THE BUSINESS SCHOOL

It serves as an innovation hub for executive education and postgraduate management programmes, including the flagship Doctor of Business Administration Programme (DBA). A selection of Executive Education Short Learning Programmes are also offered to meet the requirements of professionals in both the private and public sectors.

The MANCOSA [GSB] features student engagement pods, an interactive auditorium, spacious seminar rooms, networking spaces, state-of-the-art teaching and learning technologies as well as an extensive reference library with access to a multitude of electronic resources to ensure that students are afforded the tools for development.

The eco-friendly MANCOSA [GSB] facility is a pinnacle of modern and innovative architecture and has been designed in response to the multifaceted concern for global sustainability in business and industry. Local and international visitors agree that the MANCOSA [GSB] is certainly an innovative green space that reduces eco-sins and stands out in the proverbial urban jungle. Since its inception, the MANCOSA [GSB] has continued to be responsive to the changing management education needs of dynamic markets.

Expansion opportunities and wider impact activities have been the fruitful outcome of its dedication and commitment towards providing high quality education that is driven by a student centric approach.

During 2017, MANCOSA [GSB] became a proud member of Honoris United Universities which is the first pan-African private higher education network committed to preparing and educating the next generation of African leaders and professionals who are able to impact regionally in a globalised world. Collaborative intelligence, cultural agility and mobile mindsets and skills are at the heart of Honoris’ vision of higher education. Honoris United Universities joins the expertise of its member institutions to create pan-regional profile graduates that are competitive in today’s fast-paced and demanding labor markets.

Honoris United Universities gathers a community of 32000 students on 58 campuses, in 9 countries and 30 cities across Africa. More than 150 degrees are offered in the fields of Health Science, Engineering, IT, Business, Law, Architecture, Arts and Design, Media, Education and Political Science.
REGISTRATION AND ACCREDITATION

Honoris United Universities (HUU); South African Business Schools Association (SABSA); National Association of Distance Education Organisations of South Africa (NADEOSA); and

European Foundation for Management and Development (EFMD); United Nations Academic Impact Initiative (UNAI).

QUALITY ASSURED

- MANCOSA is registered with the Department of Higher Education and Training (DHET), registration number 2000/HE07/003;
- MANCOSA programmes are accredited by the Higher Education Quality Committee (HEQC) of the Council on Higher Education (CHE); and
- MANCOSA programmes are recorded on the National Qualifications Framework (NQF) by the South African Qualifications Authority (SAQA).
INTERNATIONAL AND REGIONAL RECOGNITION

• Accredited by the Mauritius Tertiary Education Commission (TEC)
• Registered with the Zambia Higher Education Authority (HEA)
• Accredited by the Malawi National Council for Higher Education (NCHE)
• Registered with the Eswatini Higher Education Council (ESHEC)
• Registered with the Botswana Qualifications Authority (BQA), registration number 04217.

KEY FACTS

For the first time in the region, a higher education initiative, at international standards, introduces the collaborative intelligence of African institutions, leveraging the knowledge and expertise of multiple communities and countries.
WHY CHOOSE MANCOSA [GSB]

UNLOCK YOUR ENTREPRENEURIAL SPIRIT

- Develops competitive and career-centred skills;
- Provides an intellectually stimulating environment;
- Connects students to a global gateway of knowledge; and
- Offers programmes that are responsive to regional, national and international needs.

FLEXIBILITY

Studying through distance learning means that there is little disruption to your personal life and full-time work schedule. The MANCOSA [GSB] programmes enable students to be flexible in approaching their studies. Should your work require extensive travel and extended working hours, the MANCOSA [GSB]'s distance learning programmes are ideally suited to meet your specific needs.

AFFORDABILITY AND ACCESSIBILITY

The MANCOSA [GSB] is committed to providing affordable access to higher education through the provision of accredited and quality management programmes.
A range of teaching methods as well as technological support is used, including webinars and online discussions, case studies and self-study exercises, aimed to enhance the student learning experience. All of these help to build skills and competencies which develop students managerial capabilities.

The MANCOSA [GSB] programmes are designed and structured to stimulate you intellectually. The rigour of the programmes and the effort required to complete them successfully will ensure that you acquire the knowledge, skills and abilities to face the challenges of the business world. Optional international study tours are offered to enrich the MBA programme.
THE MANCOSA [GSB] POSTGRADUATE PROGRAMMES

Provide graduates from non-business backgrounds the opportunity to increase their practical knowledge of business and enhance their strategic focus in a number of business disciplines;

- Develop analytical thinkers and problem-solvers who are able to operate in a local and global environment;
- Allow students to reflect on management practice through problem-based and project based activities;
- Explore cutting-edge management theories and models to develop new business solutions and effective leadership approaches;
- Enable students to acquire entrepreneurial skills to undertake new ventures;
- Improve career mobility and enables students to work in a range of industries;

- Provide opportunities to network and establish communities of practice;
- Enable students to study from various parts of the world;
- Utilise a diverse range of content and action-based teaching methods to ensure individual and organisational learning; and
- Offer students the flexibility to study with minimal disruption to their personal and professional life.

OUR MBA PROGRAMME WILL PROVIDE GRADUATES WITH COMPREHENSIVE AND ADVANCED THEORETICAL KNOWLEDGE AND APPLIED SKILLS IN THE KEY AREAS OF BUSINESS AND MANAGEMENT.
ACADEMIC SUPPORT

MODULE GUIDES
Module guides includes prescribed and recommended readings, practical assignments, assessment activities and case studies. In addition textbooks are prescribed to supplement these readings.

Electronic versions of the module guides will be available on request. All the readings, assignments, journal articles etc will be found on the MANCOSAConnect portal.

ACADEMIC SUPPORT
The MANCOSA [GSB] academic faculty have industry experience and expertise to ensure that students receive continuous support and guidance. Full time academics are appointed in the various support centres to provide face to face, telephonic and email support to students. In addition to this, students will have access to online learning material, discussion forums and webinars.

STUDENT SERVICES
Students are provided with comprehensive support on all aspects relating to their studies. The student portal (www.mymancosa.com) provides all registered students with a range of information and academic support.

LIBRARY AND ELECTRONIC RESOURCES
MANCOSA has fully-equipped reference libraries in Durban, Johannesburg, Cape Town and Pretoria. In addition resource facilities are available at all other learning centres. Our students have free access to the latest online research and journal articles via EBSCO Host, Emerald and SABINET.
Learn about the institutional, political, cultural, socio-economic and business environment specific to the country.

INTERNATIONAL STUDY TOURS ARE ORGANISED DURING THE YEAR. THE OBJECTIVES OF THE STUDY TOURS ARE TO:

- Gain exposure to a variety of sectors and functions and apply such knowledge to the relevant sectors in your country;
- Apply MBA theory and skills to real international business issues;
- Network with business leaders, fellow delegates, international students and the public from the host nation; and
- Provide an opportunity for business leaders and future researchers to develop an appreciation and understanding of the global economy.
The MANCOSA [GSB] can be regarded as a truly international Graduate School of Business and registers MBA students from various African countries including Botswana, Kenya, Malawi, Mauritius, Mozambique Namibia, South Africa, South Sudan, Swaziland, Zambia, Lesotho and Zimbabwe.

The MANCOSA [GSB] attracts students from a wide range of sectors. Students attain considerable benefit by networking and sharing ideas and experiences from each other through various sectors including: Real Estate, Healthcare, Legal Services, Pharmaceuticals, Marketing, Media, Public Sector, Financial Services, Energy, FMCG/Retail, Information and Communications Technology (ICT) and Education.
YOU CAN WITH MANCOSA.
Master of Business Administration

NQF LEVEL 9 / SAQA ID 94871 / CREDITS 180

Mode of Delivery

This programme is offered through online learning and digital support.

Programme Outcomes

For detailed programme outcomes and any further information email: study@mancosa.co.za
Programme Description

The MANCOSA Master of Business Administration (MBA) is a postgraduate programme designed to produce forward thinking managers and leaders who are prepared for business and industry in the context of emerging and dynamic markets.

The MBA will provide graduates with comprehensive and advanced theoretical knowledge and applied skills in the key areas of business and management. In a global environment where the need to understand and operate in a context of global socio-political and economic realities, MANCOSA MBA graduates are well placed to assume leadership and transformative roles, thus driving corporate and socio-economic imperatives.

The programme provides students with the tools to employ innovative and strategic approaches to management within organisations in the context of a rapidly changing and information-rich global marketplace.

Career Opportunities

- Management Consultant
- Senior Analyst
- Senior Manager
- Corporate Executive
- Entrepreneur

Who Should Apply?

The MANCOSA MBA programme is targeted at students in managerial and leadership positions and those aspiring to these positions who wish to improve or develop their knowledge and competencies in management and leadership in a business environment administration skills.

Programme Structure

In year one, students must complete four core modules in Semester one and four core modules in Semester two. In year two students choose one elective and complete a dissertation.

<table>
<thead>
<tr>
<th>Duration: 18 Months</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Year 1</strong></td>
</tr>
<tr>
<td><strong>Semester One</strong></td>
</tr>
<tr>
<td>Managerial Economics</td>
</tr>
<tr>
<td>Strategic Marketing Management</td>
</tr>
<tr>
<td>Strategies in Operations Management</td>
</tr>
<tr>
<td>Information and Knowledge Management</td>
</tr>
</tbody>
</table>

Articulation

This programme allows for articulation to the Doctor of Business Administration (DBA) degree offered by MANCOSA or other cognate NQF level 10 doctoral degree, offered both locally and internationally.

Other Courses

Doctor of Business Administration

Admission Requirements

Minimum admission requirements for the MBA degree is a relevant Honours Degree or a relevant Postgraduate Diploma at NQF level 8. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA's institutional rules.
Master of Public Administration

NQF LEVEL 9 / SAQA ID 98825 / CREDITS 180

Mode of Delivery

This programme is offered through online learning and digital support.

Programme Outcomes

For detailed programme outcomes and any further information email: study@mancosa.co.za
Programme Description

The Master of Public Administration (MPA) degree is a highly sought after programme providing postgraduate training for employees in the public sector, quasi-autonomous organisations and non-government organisation (NGO) sectors. The MPA programme offers students a wealth of relevant knowledge and skills required in a rapidly developing African continent. The MPA programme is varied in its content and style and is academically challenging and stimulating as an NQF level 9 qualification.

Career Opportunities

- Senior Public Officials
- Municipal Managers
- City Managers
- Parliamentary Officials
- Managers in Quasi-autonomous Institutions

Who Should Apply?

- Candidates who have completed a Bachelor of Public Administration Degree and a Bachelor Public Administration Honours or equivalent who wish to acquire advanced public administration skills.

Programme Structure

In year one, students must complete three core modules in semester one and three core modules in semester two. In year two, students choose one elective and complete a dissertation.

<table>
<thead>
<tr>
<th>Duration: 18 Months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1</td>
</tr>
<tr>
<td>Semester One</td>
</tr>
<tr>
<td>• Public Policy Development Analysis</td>
</tr>
<tr>
<td>• Research Methodology and Applied Statistical Techniques</td>
</tr>
<tr>
<td>• Strategic Public Sector Governance</td>
</tr>
<tr>
<td>Year 2</td>
</tr>
<tr>
<td>Semester One</td>
</tr>
<tr>
<td>Elective: Choose One Of The Following Electives</td>
</tr>
<tr>
<td>• Public Sector Leadership and Change Management</td>
</tr>
<tr>
<td>• Professional Ethics for Public Service Managers</td>
</tr>
<tr>
<td>• Development Economics</td>
</tr>
<tr>
<td>• Human Resource Management in the Public Sector</td>
</tr>
<tr>
<td>• Sustainability and Disaster Management</td>
</tr>
<tr>
<td>• Dissertation</td>
</tr>
</tbody>
</table>

Articulation

This programme allows for articulation to the Doctor of Business Administration (DBA) degree offered by MANCOSA or other cognate NQF level 10 doctoral degree, offered both locally and internationally.

Other Courses

Doctor of Business Administration

Admission Requirements

Minimum admission requirements for the MPA programme is a relevant Bachelor of Honours Degree or a relevant Postgraduate Diploma at NQF level 8. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA’s institutional rules.
Master of Commerce

NQF LEVEL 9 / SAQA ID 104525 / CREDITS 180

Programme Outcomes

For detailed programme outcomes and any further information email: study@mancosa.co.za
The Master of Commerce (MCom) degree is an intellectually stimulating and rewarding, research-based, postgraduate programme. The primary purpose of the programme is to educate and train researchers who can contribute to the development of knowledge.

Through producing a dissertation under supervision, MCom students must be able to reflect critically on theory and its application in practice by accurately framing problems, asking interesting and important questions, as well as formulating appropriate strategies for investigating these questions. The programme is also designed to equip students with the ability conduct, evaluate and communicate outcomes of research, with a high degree of competence.

### Career Opportunities

- Management Consultant
- Senior Analyst
- Senior Manager
- Corporate Executive
- Entrepreneur

### Who Should Apply?

- Business leaders and managers from all industries and sectors who seek to explore complex problems using intellectual, research and technological resources and tools.
- Managers who seek to expand their abilities through exploring philosophies and application of leadership approaches for the 21st century.
- Individuals who seek the opportunity to research niche topics of interest within their field, to gain in-depth knowledge and develop innovative solutions.
- Aspiring academics, who seek to expand their knowledge of research methodology and commerce-related theory.

### Programme Structure

**Duration: 12 Months**

**Year 1**

- Dissertation

### Admission Requirements

- Prospective students must hold a cognate Honours degree in Commerce or cognate Postgraduate Diploma at NQF level 8 from an accredited institution or a SAQA equivalent qualification.
- Have a minimum of five (5) years working experience, of which two years should be at a supervisory/managerial capacity in a related sector.
- Be at least 25 years of age.
- Write a personal letter of motivation.
- Submit letters of recommendation from the applicant's employer.
- Proof of scholarly achievements as evidenced from publications, technical reports, monographs etc.

### Mode of Delivery

This programme is offered through online learning and digital support.
Postgraduate Diploma in Business Management

NQF LEVEL 8 / SAQA ID 84947 / CREDITS 120

For detailed programme outcomes and any further information email: study@mancosa.co.za

Programme Outcomes
Programme Description

The complexities of the global business environment dictate that the management of businesses is never a linear process. Business managers are constantly required to adapt and innovate at a rapid pace in order to remain competitive.

The Postgraduate Diploma in Business Management is a one year programme that provides students with advanced knowledge, skills and competencies in the key functional areas of business management.

This programme ensures that students are able to apply their management competencies to the complex and changing business environment in order to drive organisational sustainability and growth. Upon completion of this programme, students will be able to make informed decisions at middle and senior levels of management.

Career Opportunities

- Business Manager
- Business Analyst
- Business Consultant
- Business Strategist
- Entrepreneurs

Who Should Apply?

- Individuals in jobs that require integrated knowledge in the areas of business management.
- Entrepreneurs who can adopt effective strategies and pursue business opportunities.

Programme Structure

All students must complete four core modules in the first semester. In semester two, students must complete three core modules in addition to one module chosen from a set of electives.

<table>
<thead>
<tr>
<th>Duration: 1 Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester One</strong></td>
</tr>
<tr>
<td>- Organisational Behaviour</td>
</tr>
<tr>
<td>- Information and Knowledge Management</td>
</tr>
<tr>
<td>- Marketing Management</td>
</tr>
<tr>
<td>- Operations Management</td>
</tr>
<tr>
<td><strong>Semester Two</strong></td>
</tr>
<tr>
<td>- Strategic Management</td>
</tr>
<tr>
<td>- Accounting and Financial Management</td>
</tr>
<tr>
<td>- Human Resource Development</td>
</tr>
</tbody>
</table>

Elective: Choose One Of The Following Electives

- Entrepreneurship
- Managerial Economics
- Advanced Project Management
- Business Ethics

Articulation

Completion of a Postgraduate Diploma meets the minimum entry requirement for admission to a cognate Master’s Degree usually in the area of specialisation of the Postgraduate Diploma. Offered both locally and internationally.

Other Courses

Master of Business Administration

Doctor of Business Administration

Admission Requirements

The minimum entry requirement is a Bachelor’s Degree or Advanced Diploma at NQF level 7. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA’s institutional rules.

Mode of Delivery

This programme is offered through online learning and digital support.
Postgraduate Diploma in Information and Technology Management

NQF LEVEL 8 / SAQA ID 110958 / CREDITS 120

For detailed programme outcomes and any further information email: study@mancosa.co.za

Programme Outcomes
Programme Description

The Postgraduate Diploma in Information and Technology Management is directed at those employed within the information technology environment as well as those aspiring to enter the information technology management field.

Through the course work, graduates will be equipped with the skills and knowledge of aligning business strategies and technology to effectively perform their duties. The programme aims to build skills in information technology to generate value to an organisation through the use of technology.

Career Opportunities

- Chief Information Officer
- Business Intelligence Consultant
- Related Roles in IT Leadership

Who Should Apply?

- IT specialists who wish to become IT managers.
- Students wishing to become IT consultants.

Programme Structure

All students must complete four core modules in the first semester. In semester two, students must complete three core modules in addition to one module chosen from a set of electives.

<table>
<thead>
<tr>
<th>Duration: 1 Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester One</strong></td>
</tr>
<tr>
<td>- Information and Knowledge Management</td>
</tr>
<tr>
<td>- Research for Computing Methods</td>
</tr>
<tr>
<td>- Information Technology Law</td>
</tr>
<tr>
<td>- Information Security</td>
</tr>
<tr>
<td><strong>Semester Two</strong></td>
</tr>
<tr>
<td>- Strategic Management</td>
</tr>
<tr>
<td>- E-Business</td>
</tr>
<tr>
<td>- Artificial Intelligence</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elective: Choose One Of The Following Electives</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Strategic Supply Chain Management</td>
</tr>
<tr>
<td>- Advanced Project Management</td>
</tr>
</tbody>
</table>

Articulation

Completion of a Postgraduate Diploma meets the minimum entry requirement for admission to a cognate Master’s Degree usually in the area of specialisation of the Postgraduate Diploma. Offered both locally and internationally.

Other Courses

Master of Business Administration

Doctor of Business Administration

Admission Requirements

The minimum entry requirement is a Bachelor’s Degree or Advanced Diploma at NQF level 7. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA’s institutional rules.

Mode of Delivery

This programme is offered through online learning and digital support.
Postgraduate Diploma in Risk Management

NQF LEVEL 8 / SAQA ID 103058 / CREDITS 120

Programme Outcomes

For detailed programme outcomes and any further information email: study@mancosa.co.za
Programme Description

This programme is designed to provide students with a solid understanding of the fundamental risk management theories, techniques and practices. It also provides a balance of theoretical and practical aspects of risk management.

The programme is developed to equip students with the requisite skills necessary to pursue postgraduate study in the field of risk management by developing their ability to grasp and solve complex problems, while maintaining a holistic approach to risk management in organisations.

Career Opportunities

- Risk Control Officer
- Risk Management Consultant
- Risk Manager
- Compliance Manager
- Enterprise Risk Management Consultant

Who Should Apply?

The programme is directed at those with existing vocational qualifications, wishing to gain entry into postgraduate study, as well as those with technical qualifications seeking to enter into management positions. Graduates will develop the skills required to effectively perform key risk management tasks.

Programme Structure

All students must complete four core modules in the first semester and 4 core modules in the second semester.

Duration: 1 Year

<table>
<thead>
<tr>
<th>Semester One</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Introduction to Risk Management</td>
</tr>
<tr>
<td>• Risk Management Framework and Measuring</td>
</tr>
<tr>
<td>• Risk Modelling</td>
</tr>
<tr>
<td>• Corporate Governance, Ethics and Risk</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Strategic Management</td>
</tr>
<tr>
<td>• Auditing for Risk</td>
</tr>
<tr>
<td>• Corporate Risk Management</td>
</tr>
<tr>
<td>• Project Communication and Risk Management</td>
</tr>
</tbody>
</table>

Articulation

Completion of a Postgraduate Diploma meets the minimum entry requirement for admission to a cognate Master’s Degree usually in the area of specialisation of the Postgraduate Diploma. Offered both locally and internationally.

Other Courses

Master of Business Administration

Master of Public Administration

Admission Requirements

The minimum entry requirement is a Bachelor’s Degree or Advanced Diploma at NQF level 7. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA’s institutional rules.

Mode of Delivery

This programme is offered through online learning and digital support.
Postgraduate Diploma in Family Business Management

NQF LEVEL 8 / SAQA ID 99029 / CREDITS 120

Programme Outcomes

For detailed programme outcomes and any further information email: study@mancosa.co.za
Programme Description

The Postgraduate Diploma in Family Business Management is directed at enabling students with cognate undergraduate qualifications and relevant qualifications to further develop their functional and strategic competencies in the field of family business management.

With a specialised focus in mind, the programme strives to develop the knowledge and skills of students within the field of family business management. The programme will provide a foundation for further postgraduate study in management.

Career Opportunities

- Junior Manager within a Family Business
- Assistant Manager within a Family Business
- Senior Manager within a Family Business

Who Should Apply?

The programme is designed for young business leaders of family businesses who intend to manage their business or for individuals who aspire to work in family businesses. The envisaged target audience for this programme are those occupying middle and senior positions within family businesses as well as those who have completed a cognate Bachelor’s or equivalent qualification.

Programme Structure

Duration: 1 Year

<table>
<thead>
<tr>
<th>Semester One</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Business Fundamentals of Family Enterprises</td>
</tr>
<tr>
<td>• Organisational Behaviour</td>
</tr>
<tr>
<td>• Technology and Information Management</td>
</tr>
<tr>
<td>• Marketing Management</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Strategic Planning and Transgenerational Entrepreneurship</td>
</tr>
<tr>
<td>• Accounting and Financial Management</td>
</tr>
<tr>
<td>• Human Resource Management</td>
</tr>
<tr>
<td>• Governance and Professionalisation</td>
</tr>
</tbody>
</table>

Articulation

Completion of a Postgraduate Diploma meets the minimum entry requirement for admission to a cognate Master’s Degree usually in the area of specialisation of the Postgraduate Diploma. Offered both locally and internationally.

Other Courses

- Master of Business Administration
- Master of Public Administration

Admission Requirements

The minimum entry requirement is a Bachelor’s Degree or Advanced Diploma at NQF level 7. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA’s institutional rules.

Mode of Delivery

This programme is offered through online learning and digital support.
Postgraduate Diploma in Project Management

NQF LEVEL 8 / SAQA ID 62110 / CREDITS 120

Programme Outcomes

For detailed programme outcomes and any further information email: study@mancosa.co.za
Programme Description

The Postgraduate Diploma in Project Management is a one year specialised programme that enables students to develop an advanced understanding of concepts, approaches and tools relevant to the field of project management. Project management impacts directly on the growth and advancement of most modern organisations and is a much-sought-after qualification.

The programme enhances the capacity of managers to improve production and service delivery thereby contributing to organisational effectiveness. The programme also provides for the attainment of quantitative skills in Project Finance and Project Management.

Career Opportunities

• Project Manager
• Project Co-ordinator
• Projects Specialist
• Project Management Consultant
• Operations Manager

Who Should Apply?

• Individuals who are involved in project management and are able to manage people towards the accomplishment of common goals.
• Aspirant project managers who are required to plan and complete projects within optimal time and budget constraints.

Programme Structure

All students must complete four core modules in the first semester. In semester two, students must complete four core modules.

Duration: 1 Year

<table>
<thead>
<tr>
<th>Semester One</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Advanced Project Management</td>
</tr>
<tr>
<td>• Project Scope and Scheduling</td>
</tr>
<tr>
<td>• Project Resource and Procurement Management</td>
</tr>
<tr>
<td>• Project Risk Management</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Project Stakeholder and Communication Management</td>
</tr>
<tr>
<td>• Project Financial Management</td>
</tr>
<tr>
<td>• Project Quality Management</td>
</tr>
<tr>
<td>• Project Applied Technology</td>
</tr>
</tbody>
</table>

Articulation

The programme allows for articulation to MANCOSA’s Master of Business Administration Degree (MBA) or cognate qualifications and MBAs or Master’s Degrees offered at other higher education institutions, both locally and internationally.

Other Courses

Master of Business Administration

Admission Requirements

The minimum entry requirement is a Bachelor’s Degree or Advanced Diploma at NQF level 7. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA’s institutional rules.

Mode of Delivery

This programme is offered through online learning and digital support.
Bachelor of Business Administration Honours

NQF LEVEL 8 / SAQA ID 97881 / CREDITS 120

Programme Outcomes

For detailed programme outcomes and any further information email: study@mancosa.co.za
### Programme Description

The Bachelor of Business Administration Honours programme provides an opportunity for students to pursue their business management education to postgraduate level. It also affords the student an opportunity to continue with a cognate progression into the field of management. This programme is designed for graduates and professionals from a wide range of business contexts and backgrounds who wish to productively participate in the challenges of 21st century management. The programme is intended to provide students with higher level management skills and knowledge of management frameworks, theories and tools and to employ these effectively to make a real difference in their workplaces. The Bachelor of Business Administration Honours builds on the foundational knowledge and equips students with the strategic skills and knowledge essential for managing the key areas of organisations: accounting, human resource management, marketing, strategy and operations management.

### Programme Structure

All students must complete four core modules in the first semester. In semester two, students must complete a research report and two core modules.

#### Duration: 1 Year

**Semester One**
- Contemporary Human Resource Management
- Marketing Management
- Corporate and Business Strategy
- Quantitative Methods and Business Research Methodology

**Semester Two**
- Operations and Supply Chain Management
- Accounting and Financial Management
- Research Project

### Career Opportunities

- Business Manager
- Business Strategist
- Entrepreneur
- Business Consultant
- Marketing Executive
- Retail Manager

### Who Should Apply?

- Those who have completed a Bachelor of Business Administration degree and wish to acquire advanced knowledge and skills in business management and administration.
- Managers of businesses, individuals aspiring towards a career in management.

### Admission Requirements

The minimum entry requirement is a cognate Bachelor’s Degree or Advanced Diploma at NQF level 7. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA’s institutional rules.

### Mode of Delivery

This programme is offered through online learning and digital support.
Bachelor of Commerce Honours in Human Resource Management

NQF LEVEL 8 / SAQA ID 71909 / CREDITS 120

Programme Outcomes

For detailed programme outcomes and any further information email: study@mancosa.co.za
Programme Description

Professionals in the human resource field are vital elements in the success of any organisation. Acquiring, retaining and motivating the right talent is critical to the successful attainment of organisational goals and objectives – especially in economies that suffer from scarce and critical skills shortages. Today’s workplaces include multiple cultures, languages, and attitudes, all of which are intricately linked and influenced by perspectives that are naturally more extensive and difficult to recognise. As the forces of globalisation begin to influence business decisions, human resource practitioners are increasingly expected to be able to respond to the needs of local and expatriate employees in order to achieve global workplace effectiveness. The Bachelor of Commerce Honours in Human Resource Management is a one year postgraduate degree that equips students with skills and knowledge to occupy middle to senior management positions.

Career Opportunities

- Human Resource Consultant
- Labour Relations Officer
- Human Resource Strategist
- Human Resource Manager
- Human Resource Business Partner

Who Should Apply?

Graduates who have completed a Bachelor of Commerce degree and wish to acquire advanced knowledge and skills in human resource management.

Programme Structure

All students must complete four core modules in the first semester. In semester two, students must complete a research report and two core modules.

<table>
<thead>
<tr>
<th>Duration: 1 Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester One</strong></td>
</tr>
<tr>
<td>- Organisational Psychology</td>
</tr>
<tr>
<td>- Labour Law</td>
</tr>
<tr>
<td>- Research Methodology</td>
</tr>
<tr>
<td>- Strategic Training and Development</td>
</tr>
<tr>
<td><strong>Semester Two</strong></td>
</tr>
<tr>
<td>- Employment Relations</td>
</tr>
<tr>
<td>- Strategic Human Resource Management</td>
</tr>
<tr>
<td>- Research Project</td>
</tr>
</tbody>
</table>

Admission Requirements

The minimum entry requirement is a cognate Bachelor’s Degree or Advanced Diploma at NQF level 7. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA’s institutional rules.

Mode of Delivery

This programme is offered through online learning and digital support.
Bachelor of Commerce Honours in Marketing Management

NQF LEVEL 8 / SAQA ID 79227 / CREDITS 120

For detailed programme outcomes and any further information email: study@mancosa.co.za

Programme Outcomes
Programme Description

The extent to which most organisations are able to survive and thrive depends largely on the success of their marketing strategy. The market, organisation and consumer environment have evolved to the point where companies can no longer be complacent in their strategies, thinking, and attitude towards staff, competitors and consumers, pace to the market and product development.

In order for marketing managers to be effective and stay ahead of competitors, they will need to understand the critical aspects in marketing and how each area influences the other and the resulting impact on the marketing and business strategy and consumer behaviour. The Bachelor of Commerce Honours in Marketing Management is a one year postgraduate programme that provides in-depth knowledge on marketing management.

Career Opportunities

- Advertising Manager
- Marketing Manager
- Marketing Researcher
- Sales Manager
- Brand/Advertising Manager

Who Should Apply?

Graduates who have completed a Bachelor of Commerce degree and wish to obtain advanced knowledge in the field of marketing management.

Programme Structure

All students must complete four core modules in the first semester. In semester two, students must complete a research report in addition to two modules.

Duration: 1 Year

Semester One
- Advanced Strategic Marketing Management
- Services Marketing
- Marketing Research
- Research Methodology

Semester Two
- International Marketing
- Strategic Marketing Communications
- Research Project

Admission Requirements

The minimum entry requirement is a cognate Bachelor’s Degree or cognate Advanced Diploma at NQF level 7. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA’s institutional rules.

Mode of Delivery

This programme is offered through online learning and digital support.
Bachelor of Commerce Honours in Supply Chain Management

NQF LEVEL 8 / SAQA ID 99554 / CREDITS 120

Programme Outcomes

For detailed programme outcomes and any further information email: study@mancosa.co.za
Programme Description

Supply chain management is a fast-growing and widely impactful discipline that has consistently been identified as a critical skill, both locally and within a global context. The Bachelor of Commerce Honours in Supply Chain Management is a one year postgraduate programme that provides students with an in-depth understanding of the core functions within supply chain management.

This programme provides advanced level knowledge and skills to prepare students to function and manage within complex supply chain environments. The analysis and critical application of advanced theories and concepts within supply chain management form the basis of this programme. The programme also provides a firm grounding for students to pursue further postgraduate research.

Programme Structure

All students must complete four core modules in the first semester. In semester two, students must complete a research report and a core module.

Career Opportunities

- Supply Chain Manager
- Supply Chain Analyst
- Logistics Manager
- Procurement Manager
- Commodity Analyst
- Warehouse Manager

Who Should Apply?

- Those who have completed a Bachelor of Commerce Degree and wish to obtain advanced knowledge in supply chain management.
- Managers who are currently in employment within the supply chain function.

Admission Requirements

The minimum entry requirement is a cognate Bachelor’s Degree or cognate Advanced Diploma at NQF level 7. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA’s institutional rules.

Mode of Delivery

This programme is offered through online learning and digital support.
Bachelor of Public Administration Honours

NQF LEVEL 8 / SAQA ID 86346 / CREDITS 120

Programme Outcomes

For detailed programme outcomes and any further information email: study@mancosa.co.za
Programme Description

The economic and social progress of society is largely dependent on the effectiveness of its public administration. Globally, the domain of public administration has witnessed a heightened focus on service delivery, governance, accountability, transparency and reporting. In order to meet these challenges, governments have widened their search for ethical and effective public administrators. These individuals are expected to handle matters arising from a diverse society, excel at community service goals, promote constructive civic and social engagement and most importantly, provide leadership, service and lifelong learning to the larger community. The Bachelor of Public Administration Honours is a one year postgraduate programme aimed at students who have completed the relevant first degree and who intend to consolidate and strengthen their expertise in the field of Public Administration.

Career Opportunities

- Public Officials
- City Managers
- Municipal Managers
- Managers in Quasi-autonomous institutions

Who Should Apply?

Candidates who have completed a Bachelor’s Degree or equivalent and wish to acquire advanced public administration skills.

Programme Structure

All students must complete four core modules in the first semester. In semester two, students must complete a research report in addition to two modules.

Duration: 1 Year

**Semester One**
- Planning and Policy Analysis in the Public Sector
- Theory and Science of Public Administration
- Leadership in the Public Sector
- Research in the Public Sector

**Semester Two**
- Politics in the Public Sector
- Management of Public and Municipal Finance
- Research Project

Admission Requirements

The minimum entry requirement is a cognate Bachelor’s Degree or Advanced Diploma at NQF level 7. It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA’s institutional rules.

Mode of Delivery

This programme is offered through online learning and digital support.
DURBAN
26 Samora Machel Street, Durban
Tel: +27 861 626 2672 / Email: study@mancosa.co.za

PIETERMARITZBURG
Suite 2, Maritzburg Arch
39/45 Chief Albert Luthuli Street, Pietermaritzburg
Tel: +27 33 816 0350 / Email: pmb@mancosa.co.za

JOHANNESBURG
1 Cedar Avenue, Auckland Park, Johannesburg
Tel: +27 11 853 3000 / Email: jhb@mancosa.co.za

PRETORIA
68 Oak Avenue, Centurion, Pretoria
Tel: +27 12 742 8450 / +27 12 742 8499
Email: pretoria@mancosa.co.za

POLOKWANE
9A Landros Mare Street, Polokwane
Tel: +27 15 817 3500 / Email: polokwane@mancosa.co.za

NELSPRUIT
2 Mc Adams Street, Nelspruit
Tel: +27 78 661 5071 / Email: nelspruit@mancosa.co.za

CAPE TOWN
10 Mill Street, Newlands, Cape Town
Tel: +27 21 671 6576 / Email: capetown@mancosa.co.za

EAST LONDON
91 Western Avenue, Vincent, East London
Tel: +27 43 721 1774 / Email: eastlondon@mancosa.co.za

PORT ELIZABETH
Greyville House, Corner Cape and Greyville Road
Greyville, Greenacres, Port Elizabeth
Tel: +27 41 816 2100 / +27 41 816 2159
Email: portelizabeth@mancosa.co.za

BOTSWANA
MANCOSA House, Corner Nelson Mandela and
Mmaraka Road, Gaborone, Botswana
Tel: +267 393 2850 / Email: info@mancosa.co.bw

NAMIBIA
Unit 3, Ground Floor, Ausspan Plaza Complex
Dr Augustinho Neto Road, Ausspanplatz, Windhoek
Tel: +264 61 301 354 / +264 081 233 2469
Email: namibia@mancosa.co.za

ESWATINI
3RD Floor, Fincorp Building
Corner of Gwamile and Dabede Street
Tel: +268 2404 8398 / Email: eswatini@mancosa.co.za

ZAMBIA
Plot 4897 La Complex, Block A, Los Angeles Boulevard
Longacres, Lusaka, Zambia
Tel: +260 979 044 454 / +260 211 258 684
Email: zambia@mancosa.co.za

MANCOSA is registered with the Department of Higher Education and Training (DHET) as a private higher education institution under the Higher Education Act, 1997 (as amended). Registration No.2000/HE07/003.