

DESCRIPTION

The Diploma in Management is a comprehensive qualification in management and designed specifically for managers and aspiring managers on all levels and in all spheres of business.

The elective focus areas within the Diploma in Management enables the student to select an elective that meets the diverse roles and responsibilities required by a range of industries in the public and private sectors.

ADMISSION REQUIREMENTS

- a Senior Certificate (SC); **OR**
- a National Senior Certificate (NSC) with a minimum of 40% in four recognised 20-credit modules, including English Home Language or first Additional Language; **OR**
- a National Senior Certificate – Vocational Level 4 (NC(V)) with a minimum of 50% in three fundamental modules, including English; and a minimum of 60% in three vocational modules; **OR**
- a STADIO Certificate or Higher Certificate (NQF 5) in Management; **OR**
- a Higher Certificate (NQF 5) in a cognate field

NAMIBIAN STUDENTS

- 25 points over 6 modules



MINIMUM SYSTEM REQUIREMENTS

- Wi-Fi: Reliable broadband Internet access (Wi-Fi is available on all of our campuses, but you may prefer access from home as well).
- Web browser: Edge/Chrome/Safari/Opera/FireFox.
- Computer/Laptop: A current Windows or Apple Mac computer/laptop capable of running the Office 365 software. Office 365 includes Word, Excel, PowerPoint and Outlook.
- PDF Viewer: The free Adobe Acrobat software.
- Scanning documents: Ability to scan and upload documents (typically from your cellphone or smartphone).
- Email/cellphone for notification and communication.
- Communication: A cellphone or smartphone for receiving notifications and communication.

CURRICULUM OUTLINE

ELECTIVE FOCUS AREAS

ACCOUNTANCY	AVIATION MANAGEMENT *	DATA MANAGEMENT
DISASTER RISK MANAGEMENT	FLEET MANAGEMENT	FIRE MANAGEMENT
HUMAN RESOURCE MANAGEMENT	LOGISTICS MANAGEMENT	MARKETING MANAGEMENT
OCCUPATIONAL HEALTH & SAFETY MANAGEMENT		PROJECT MANAGEMENT
PUBLIC SECTOR FINANCIAL MANAGEMENT	PUBLIC SECTOR MANAGEMENT	PUBLIC SUPPLY CHAIN MANAGEMENT
PUBLIC TRANSPORT & FLEET MANAGEMENT		RECORDS MANAGEMENT

* Additional industry related modules and entry requirements for Aviation Management

ELECTIVE FOCUS AREAS	1st YEAR	2nd YEAR	3rd YEAR
ACCOUNTANCY This focus area equips students with comprehensive skills in management, ethical leadership and accounting, preparing them for managerial roles and informed decision-making.	Management Practice I MAND152 (20 credits) Management Information Systems I MISD152 (20 credits) Business Communication BCUD152 (20 credits) Accounting for Managers I ACND152 (20 credits) Income Tax TAXD152 (20 credits) Project Management I POMD152 (20 credits)	Management Practice II MAND262 (20 credits) Management Information Systems II MISD262 (20 credits) Business Ethics MBED262 (10 credits) End User Computing EUCD152 (10 credits) Accounting for Managers II ACND262 (20 credits) Cost and Management Accounting I CMAD252 (20 credits) Introduction to Managerial Economics MAED152 (20 credits)	Management Practice III MAND362 (20 credits) Risk and Compliance Management RCMD362 (20 credits) Business Leadership MBLD362 (20 credits) Accounting for Managers III ACND362 (20 credits) Cost and Management Accounting II CMAD362 (20 credits) Project Management II POMD262 (20 credits)
AVIATION MANAGEMENT * This focus area equips students with comprehensive skills in management, with elective focus on human factors and charter aviation management, preparing them for informed decision-making in managerial roles.	Management Practice I MAND152 (20 credits) Management Information Systems I MISD152 (20 credits) Business Communication BCUD152 (20 credits) Fundamentals of Aviation Management I AVMD152 (20 credits) Tactical Aviation Management I TAMD152 (20 credits) Fundamentals of Aviation Human Factors Management I RAMD152 (20 credits)	Management Practice II MAND262 (20 credits) Management Information Systems II MISD262 (20 credits) Business Ethics MBED262 (10 credits) End User Computing EUCD152 (10 credits) Applied Aviation Management II AVMD262 (20 credits) Accounting for Managers I ACND152 (20 credits) Safety Management Systems for Aviation I ASMD262 (20 credits)	Management Practice III MAND362 (20 credits) Risk and Compliance Management RCMD362 (20 credits) Business Leadership MBLD362 (20 credits) Applied Aviation Management III AVMD362 (20 credits) Aviation Human Factors Management II RAMD362 (20 credits) Tactical Aviation Management II TAMD362 (20 credits)
DATA MANAGEMENT This focus area equips students with comprehensive skills in management, ethical leadership and data management, preparing them for managerial roles and informed decision-making.	Management Practice I MAND152 (20 credits) Management Information Systems I MISD152 (20 credits) Business Communication BCUD152 (20 credits) Introduction to Business Statistics BISD152 (20 credits) Fundamentals of Data Management I MDMD152 (20 credits) Records Management I RMPD152 (20 credits)	Management Practice II MAND262 (20 credits) Management Information Systems II MISD262 (20 credits) Business Ethics MBED262 (10 credits) End User Computing EUCD152 (10 credits) Data Management II MDMD262 (20 credits) Project Management I POMD152 (20 credits) Records Management II RMPD262 (20 credits)	Management Practice III MAND362 (20 credits) Risk and Compliance Management RCMD362 (20 credits) Business Leadership MBLD362 (20 credits) Data Management III MDMD362 (20 credits) Project Management II POMD262 (20 credits) Introduction to Managerial Economics MAED152 (20 credits)

CURRICULUM OUTLINE

ELECTIVE FOCUS AREAS	1st YEAR	2nd YEAR	3rd YEAR
<p>DISASTER RISK MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and disaster risk reduction, preparing them for managerial roles and informed decision-making.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Disaster Risk Reduction I DRRD152 (20 credits)</p> <p>Project Management I POMD152 (20 credits)</p> <p>Public Sector Management I PMBD152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Disaster Risk Reduction II DRRD262 (20 credits)</p> <p>Human Resource Management I HRMD152 (20 credits)</p> <p>Public Sector Financial Management I PFBD152 (20 credits)</p> <p>OR</p> <p>Public Supply Chain Management I PSCD152 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Disaster Risk Reduction III DRRD362 (20 credits)</p> <p>Project Management II POMD262 (20 credits)</p> <p>Public Sector Management II PMBD262 (20 credits)</p>
<p>FLEET MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and fleet management, preparing them for managerial roles and informed decision-making.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Fleet Management I FLMD152 (20 credits)</p> <p>Business Law I BLAD152 (20 credits)</p> <p>Accounting for Managers I ACND152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Fleet Management II FLMD262 (20 credits)</p> <p>Project Management I POMD152 (20 credits)</p> <p>Introduction to Managerial Economics MAED152 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Fleet Management III FLMD362 (20 credits)</p> <p>Project Management II POMD262 (20 credits)</p> <p>Accounting for Managers II ACND262 (20 credits)</p>
<p>FIRE MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and fire technology management, preparing them for managerial roles and informed decision-making.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Fire Technology Management I FRMD152 (20 credits)</p> <p>Fire Safety Legislation FSED152 (20 credits)</p> <p>Project Management I POMD152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Fire Technology Management II FRMD262 (20 credits)</p> <p>Fire Risk Management FRRD252 (20 credits)</p> <p>Labour Law LLAD152 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Fire Technology Management III FRMD362 (20 credits)</p> <p>Management of Incident Command Systems ICMD362 (20 credits)</p> <p>Fire Science Management and Application FSMD362 (20 credits)</p>
<p>HUMAN RESOURCE MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and human resource management, preparing them for managerial roles and informed decision-making.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Human Resource Management I HRMD152 (20 credits)</p> <p>Training Management I TRMD152 (20 credits)</p> <p>Project Management I POMD152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Human Resource Management II HRMD262 (20 credits)</p> <p>Labour Law I LLAD152 (20 credits)</p> <p>Labour Relations I LBRD152 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Human Resource Management III HRMD362 (20 credits)</p> <p>Training Management II TRMD262 (20 credits)</p> <p>Labour Relations II LBRD262 (20 credits)</p>

CURRICULUM OUTLINE

ELECTIVE FOCUS AREAS	1st YEAR	2nd YEAR	3rd YEAR
<p>LOGISTICS MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and logistics management, preparing them for managerial roles and informed decision-making.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Logistics Management I LOGD152 (20 credits)</p> <p>Project Management I POMD152 (20 credits)</p> <p>Accounting for Managers I ACND152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Logistics Management II LOGD262 (20 credits)</p> <p>Business Law I BLAD152 (20 credits)</p> <p>Introduction to Managerial Economics MAED152 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Logistics Management III LOGD362 (20 credits)</p> <p>Project Management II POMD262 (20 credits)</p> <p>Accounting for Managers II ACND262 (20 credits)</p>
<p>MARKETING MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and marketing management, preparing them for managerial roles and informed decision-making.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Marketing Management I MARD152 (20 credits)</p> <p>Project Management I POMD152 (20 credits)</p> <p>Introduction to Managerial Economics MAED152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Marketing Management II MARD262 (20 credits)</p> <p>Business Law I BLAD152 (20 credits)</p> <p>Accounting for Managers I ACND152 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Marketing Management III MARD362 (20 credits)</p> <p>Project Management II POMD262 (20 credits)</p> <p>Accounting for Managers II ACND262 (20 credits)</p>
<p>OCCUPATIONAL HEALTH & SAFETY MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and occupational health and safety management, preparing them for managerial roles and informed decision-making.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Health and Safety Management I HSMD152 (20 credits)</p> <p>Project Management I POMD152 (20 credits)</p> <p>Manage Safety in the Workplace MSWD152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Health and Safety Management II HSMD262 (20 credits)</p> <p>Labour Law LLAD152 (20 credits)</p> <p>Accident and Incident Investigation Management ALLD152 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Health and Safety Management III HSMD362 (20 credits)</p> <p>Project Management II POMD262 (20 credits)</p> <p>Safety Risk Assessment MSWD262 (20 credits)</p>
<p>PROJECT MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and project management, preparing them for managerial roles and informed decision-making.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Project Management I POMD152 (20 credits)</p> <p>Business Law I BLAD152 (20 credits)</p> <p>Human Resource Management I HRMD152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Project Management II POMD262 (20 credits)</p> <p>Accounting for Managers I ACND152 (20 credits)</p> <p>Marketing Management I MARD152 (20 credits)</p> <p>OR</p> <p>Public Sector management I PMBD152 (20 credits)</p> <p>OR</p> <p>Training Management I TRMD152 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Project Management III POM300 (20 credits)</p> <p>Human Resource Management II HRM200 (20 credits)</p> <p>Marketing Management II MARD262 (20 credits)</p> <p>OR</p> <p>Public Sector Management II PMBD262 (20 credits)</p> <p>OR</p> <p>Training Management II TRMD262 (20 credits)</p>

CURRICULUM OUTLINE

ELECTIVE FOCUS AREAS	1st YEAR	2nd YEAR	3rd YEAR
<p>PUBLIC SECTOR FINANCIAL MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and public sector financial management, preparing them for managerial roles and informed decision-making in the public sector.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Public Sector Financial Management I PFBD152 (20 credits)</p> <p>Public Supply Chain Management I PSCD152 (20 credits)</p> <p>Accounting for Managers I ACND152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Public Sector Financial Management II PFBD262 (20 credits)</p> <p>Public Sector Management I PMBD152 (20 credits)</p> <p>Accounting for Managers II ACND262 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Public Sector Financial Management III PFBD362 (20 credits)</p> <p>Public Supply Chain Management II PSCD262 (20 credits)</p> <p>Accounting for Managers III ACND362 (20 credits)</p>
<p>PUBLIC SECTOR MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and public sector management, preparing them for advanced roles and informed decision-making in the public sector.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Public Sector Management I PMBD152 (20 credits)</p> <p>Project Management I POMD152 (20 credits)</p> <p>Public Supply Chain Management I PSCD152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Public Sector Management II PMBD262 (20 credits)</p> <p>Human Resource Management I HRMD152 (20 credits)</p> <p>Public Sector Financial Management I PFBD152 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Public Sector Management III PMBD362 (20 credits)</p> <p>Project Management II POMD262 (20 credits)</p> <p>Human Resource Management II HRMD262 (20 credits)</p>
<p>PUBLIC SUPPLY CHAIN MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and public supply chain management, preparing them for managerial roles and informed decision-making in the public sector.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Public Supply Chain Management I PSCD152 (20 credits)</p> <p>Public Sector Financial Management I PFBD152 (20 credits)</p> <p>Public Asset Management I PAMD152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Public Supply Chain Management II PSCD262 (20 credits)</p> <p>Public Sector Management I PMBD152 (20 credits)</p> <p>Project Management I POMD152 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Public Supply Chain Management III PSCD362 (20 credits)</p> <p>Public Sector Financial Management II PFBD262 (20 credits)</p> <p>Project Management II POMD262 (20 credits)</p>
<p>PUBLIC TRANSPORT & FLEET MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and public transport and fleet management, preparing them for managerial roles and informed decision-making in the public sector.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Public Transport and Fleet Management I PTMD152 (20 credits)</p> <p>Public Supply Chain Management I PSCD152 (20 credits)</p> <p>Project Management I POMD152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Public Transport and Fleet Management II PTMD262 (20 credits)</p> <p>Public Sector Management I PMBD152 (20 credits)</p> <p>Public Sector Financial Management I PFBD152 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Public Transport and Fleet Management III PTMD362 (20 credits)</p> <p>Public Supply Chain Management II PSCD262 (20 credits)</p> <p>Public Sector Financial Management II PFBD262 (20 credits)</p>

CURRICULUM OUTLINE

ELECTIVE FOCUS AREAS	1st YEAR	2nd YEAR	3rd YEAR
<p>RECORDS MANAGEMENT</p> <p>This focus area equips students with comprehensive skills in management, ethical leadership and records management, preparing them for managerial roles and informed decision-making.</p>	<p>Management Practice I MAND152 (20 credits)</p> <p>Management Information Systems I MISD152 (20 credits)</p> <p>Business Communication BCUD152 (20 credits)</p> <p>Records Management I RMPD152 (20 credits)</p> <p>Project Management I POMD152 (20 credits)</p> <p>Public Supply Chain Management I PSCD152 (20 credits)</p> <p>OR</p> <p>Public Sector Financial Management I PFBD152 (20 credits)</p>	<p>Management Practice II MAND262 (20 credits)</p> <p>Management Information Systems II MISD262 (20 credits)</p> <p>Business Ethics MBED262 (10 credits)</p> <p>End User Computing EUCD152 (10 credits)</p> <p>Records Management II RMPD262 (20 credits)</p> <p>Human Resource Management I HRMD152 (20 credits)</p> <p>Public Sector Management I PMBD152 (20 credits)</p>	<p>Management Practice III MAND362 (20 credits)</p> <p>Risk and Compliance Management RCMD362 (20 credits)</p> <p>Business Leadership MBLD362 (20 credits)</p> <p>Records Management III RMPD362 (20 credits)</p> <p>Human Resource Management II HRMD262 (20 credits)</p> <p>Project Management II POMD262 (20 credits)</p>
CREDITS PER YEAR	120	120	120