



DIPLOMA IN MANAGEMENT

REGISTRATION & ACCREDITATION STATUS

STADIO is registered with the Department of Higher Education and Training as a private higher education institution under the Higher Education Act, 1997. *Registration Number 2008/HE07/004.*

SAQA ID: 117869 | NQF level: 6 | Credits: 360 | Minimum duration to complete: 3 Years
Mode of delivery: Distance Learning | Language of instruction: English

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 thirteen (13) fields of specialisation within the Diploma in Management enables the student to select a specialisation stream 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 recognized 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 formerly SBS Certificate or Higher Certificate (NQF 5) in Management, or
- a Higher Certificate (NQF 5) in a cognate field

NAMIBIAN STUDENTS

(ALTERNATIVE ADMISSION REQUIREMENTS):

- 25 points over 6 modules

COST

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|----------------------|--------|
| Registration fee | R1 500 |
| Re-registration fee | R850 |
| Exemption per module | R690 |
| Cost per module** | R2 200 |

** EXCEPT FOR THE FOLLOWING

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|--------------------------------|--------|
| Economics IA | R1 580 |
| Economics IB | R1 580 |
| 3 rd Year level modules (each) | R2 500 |

Prices exclude prescribed textbooks and are subject to an annual increase.

*The order of registered modules will follow the curriculum outline.

CURRICULUM OUTLINE

| STREAM OF SPECIALISATION | YEAR 1 | YEAR 2 | YEAR 3 |
|--|--|--|---|
| ACCOUNTANCY | Management Practice I (MAN100) (40) Accounting for Managers (ACN100) (20) Project Management I (POM100) (20) Income Tax I (TAX100) (20) Business Communication I (BCU100) (20) | Management Practice II (MAN200) (40) Accounting for Managers II (ACN200) (25) Cost & Management Accounting I (CMA100) (20) Economics IA & IB (ECN10A (10) & ECN10B (10)) End User Computing (EUC100) (5) | Management Practice III (MAN300) (45) Accounting for Managers III (ACN300) (35) Cost & Management Accounting II (CMA200) (25) Project Management II (POM200) (25) |
| BUSINESS & MARKETING MANAGEMENT | Management Practice I (MAN100) (40) Marketing Management I (MAR100) (20) Economics IA & IB (ECN10A (10) & ECN10B (10)) Project Management I (POM100) (20) Business Communication I (BCU100) (20) | Management Practice II (MAN200) (40) Marketing Management II (MAR200) (25) Business Law I (BLA100) (20) Accounting for Managers (ACN100) (20) End User Computing (EUC100) (5) | Management Practice III (MAN300) (45) Marketing Management III (MAR300) (35) Project Management II (POM200) (25) Accounting for Managers II (ACN200) (25) |
| DISASTER RISK MANAGEMENT | Management Practice I (MAN100) (40) Disaster Risk Reduction I (DRR100) (20) Public Sector Management I (PMB100) (20) Project Management I (POM100) (20) Business Communication I (BCU100) (20) | Management Practice II (MAN200) (40) Disaster Risk Reduction II (DRR200) (25) Human Resource Management I (HRM100) (20) End User Computing (EUC100) (5) Public Supply Chain Management I (PSC100) (20) OR Public Sector Financial Management I (PFB100) (20) | Management Practice III (MAN300) (45) Disaster Risk Reduction III (DRR300) (35) Public Sector Management II (PMB200) (25) Project Management II (POM200) (25) |
| FLEET MANAGEMENT | Management Practice I (MAN100) (40) Fleet Management I (FLM100) (20) Business Law I (BLA100) (20) Accounting for Managers (ACN100) (20) Business Communication I (BCU100) (20) | Management Practice II (MAN200) (40) Fleet Management II (FLM200) (25) Project Management I (POM100) (20) Economics IA & IB (ECN10A (10) & ECN10B (10)) End User Computing (EUC100) (5) | Management Practice III (MAN300) (45) Fleet Management III (FLM300) (35) Project Management II (POM200) (25) Accounting for Managers II (ACN200) (25) |
| HUMAN RESOURCE MANAGEMENT | Management Practice I (MAN100) (40) Human Resource Management I (HRM100) (20) Project Management I (POM100) (20) Training Management I (TRM100) (20) Business Communication I (BCU100) (20) | Management Practice II (MAN200) (40) Human Resource Management II (HRM200) (25) Labour Law I (LLA100) (20) Labour Relations I (LBR100) (20) End User Computing (EUC100) (5) | Management Practice III (MAN300) (45) Human Resource Management III (HRM300) (35) Labour Relations II (LBR200) (25) Training Management II (TRM200) (25) |
| LOGISTICS MANAGEMENT | Management Practice I (MAN100) (40) Logistics Management I (LOG100) (20) Project Management I (POM100) (20) Accounting for Managers (ACN100) (20) Business Communication I (BCU100) (20) | Management Practice II (MAN200) (40) Logistics Management II (LOG200) (25) Business Law I (BLA100) (20) Economics IA & IB (ECN10A (10) & ECN10B (10)) End User Computing (EUC100) (5) | Management Practice III (MAN300) (45) Logistics Management III (LOG300) (35) Project Management II (POM200) (25) Accounting for Managers II (ACN200) (25) |
| OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT | Management Practice I (MAN100) (40) Health and Safety Management (HSM100) (20) Manage Safety in the Workplace (MSW100) (20) Project Management I (POM100) (20) Business Communication I (BCU100) (20) | Management Practice II (MAN200) (40) Health & Safety Management II (HSM200) (25) Labour Law I (LLA100) (20) Accident & Incident Investigation Management (AII100) (20) End User Computing (EUC100) (5) | Management Practice III (MAN300) (45) Health & Safety Management III (HSM300) (35) Safety Risk Assessment (MSW200) (25) Project Management II (POM200) (25) |
| PROJECT MANAGEMENT | Management Practice I (MAN100) (40) Project Management I (POM100) (20) Business Law I (BLA100) (20) Human Resource Management I (HRM100) (20) Business Communication I (BCU100) (20) | Management Practice II (MAN200) (40) Project Management II (POM200) (25) Accounting for Managers (ACN100) (20) End User Computing (EUC100) (5) Marketing Management I (MAR100) (20) OR Training Management I (TRM100) (20) OR Public Sector Management I (PMB100) (20) | Management Practice III (MAN300) (45) Project Management III (POM300) (35) Human Resource Management II (HRM200) (25) Marketing Management II (MAR200) (25) OR Training Management II (TRM200) (25) OR Public Sector Management II (PMB200) (25) |
| PUBLIC SECTOR FINANCIAL MANAGEMENT | Management Practice I (MAN100) (40) Public Sector Financial Management I (PFB100) (20) Public Supply Chain Management I (PSC100) (20) Accounting for Managers (ACN100) (20) Business Communication I (BCU100) (20) | Management Practice II (MAN200) (40) Public Sector Financial Management II (PFB200) (25) Accounting for Managers II (ACN200) (25) Public Sector Management I (PMB100) (20) End User Computing (EUC100) (5) | Management Practice III (MAN300) (45) Public Sector Financial Management III (PFB300) (35) Accounting for Managers III (ACN300) (35) Public Supply Chain Management II (PSC200) (20) |
| PUBLIC SECTOR MANAGEMENT | Management Practice I (MAN100) (40) Public Sector Management I (PMB100) (20) Project Management I (POM100) (20) Public Supply Chain Management I (PSC100) (20) Business Communication I (BCU100) (20) | Management Practice II (MAN200) (40) Public Sector Management II (PMB200) (25) Public Sector Financial Management I (PFB100) (20) Human Resource Management I (HRM100) (20) End User Computing (EUC100) (5) | Management Practice III (MAN300) (45) Public Sector Management III (PMB300) (35) Project Management II (POM200) (25) Human Resource Management II (HRM200) (25) |

CURRICULUM OUTLINE - CONTINUED

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|--|---|---|--|
| PUBLIC SUPPLY CHAIN MANAGEMENT | Management Practice I (MAN100) (40) Public Supply Chain Management I (PSC100) (20) Public Sector Financial Management I (PFB100) (20) Public Asset Management I (PAM100) (20) Business Communication I (BCU100) (20) | Management Practice II (MAN200) (40) Public Supply Chain Management II (PSC200) (20) Project Management I (POM100) (20) Public Sector Management I (PMB100) (20) End User Computing (EUC100) (5) | Management Practice III (MAN300) (45) Public Supply Chain Management III (PSC300) (35) Public Sector Financial Management II (PFB200) (25) Project Management II (POM200) (25) |
| PUBLIC TRANSPORT & FLEET MANAGEMENT | Management Practice I (MAN100) (40) Public Transport & Fleet Management I (PTM100) (20) Public Supply Chain Management I (PSC100) (20) Project Management I (POM100) (20) Business Communication I (BCU100) (20) | Management Practice II (MAN200) (40) Public Transport & Fleet Management II (PTM200) (25) Public Sector Management I (PMB100) (20) Public Sector Financial Management I (PFB100) (20) End User Computing (EUC100) (5) | Management Practice III (MAN300) (45) Public Transport & Fleet Management III (PTM300) (35) Public Supply Chain Management II (PSC200) (25) Public Sector Financial Management II (PFB200) (25) |
| RECORDS MANAGEMENT | Management Practice I (MAN100) (40) Records Management I (RMP100) (20) Project Management I (POM100) (20) Business Communication I (BCU100) (20) Public Supply Chain Management I (PSC100) (20) OR Public Sector Financial Management I (PFB100) (20) | Management Practice II (MAN200) (40) Records Management II (RMP200) (25) Public Sector Management I (PMB100) (20) Human Resource Management I (HRM100) (20) End User Computing (EUC100) (5) | Management Practice III (MAN300) (45) Records Management III (RMP300) (35) Human Resource Management II (HRM200) (25) Project Management II (POM200) (25) |

PLEASE NOTE:

The Diploma in Management consists of 14 modules. Please note a student can register for a maximum of only five (5) modules per year. The structures of the specialisation streams on the previous page have been divided into years 1, 2 and 3. Compulsory modules are **Management Practice I, II and III (MAN100, MAN200 & MAN300)**, **Business Communication (BCU100)** and **End User Computing (EUC100)**.

