



RE

FRAME

YOUR FUTURE

COMMERCE

MILPARK
EDUCATION
Commerce



PROUDLY PART OF

STADIO



Qualifications & career path

NQF7

Bachelor of Business Administration

MINIMUM DURATION 3 YEARS

Company Manager, Entrepreneur, Consultant, Human Resource Specialist, Analyst, Strategic Consultant, Relationship Manager

Bachelor of Business Administration with a major in Marketing Management

MINIMUM DURATION 3 YEARS

Marketing Manager, Brand Manager, Digital Marketer, Customer Relationship Manager & Advertising Account Manager

Bachelor of Business Administration with a major in Human Resource Management

MINIMUM DURATION 3 YEARS

Human Resource Manager, Workplace Relations Officer, Labour Relations Officer, Organisational Development Leader, Recruitment Officer

Bachelor of Commerce

MINIMUM DURATION 3 YEARS

Consultant, General Manager, Business Development Specialist, Analyst, Customer Relationship Officer, General Business Manager, Business Planner, Operations Manager

Bachelor of Commerce with a major in Compliance and Risk Management

MINIMUM DURATION 3 YEARS

Compliance Officer, Risk Officer, Risk & Governance Specialist and Bookkeeping, General Commerce roles

Bachelor of Commerce with a major in Taxation

MINIMUM DURATION 3 YEARS

Tax Practitioner, Bookkeeping, Accounting Officer, Financial Planning, General Commerce roles

NQF6

Advanced Certificate in Management

MINIMUM DURATION 1 YEAR

Consultant, Business Manager, Business Development Specialist, Analyst, Customer Relationship Officer

NQF5

Higher Certificate in Management

MINIMUM DURATION 1 YEAR

Consultant, Analyst, Administrator

Message from the Dean



Welcome to the School of Commerce. Our mission is to develop our students' business acumen and management capabilities through systematically building up knowledge in key business areas. Our strong links with the business world ensure that we provide market orientated programmes with a constant reflection of market forces.

Our lecturers are experts in their field, and are committed to providing the highest quality business education. Through our qualifications, students acquire business education and learn skills that will help them to pursue various management and administrative roles.

We also offer our qualifications through distance learning online - a structured, high engagement, asynchronous learning that allows students to complete one module at a time, with six intakes a year.

Dr. Joseph Sekhampu

NQF 8

Postgraduate Diploma in Accounting (PGDA /CTA)

MINIMUM DURATION 1 YEAR

The final year of study before SAICA's first board exam towards qualifying as a Chartered Accountant.

Short Course Programme in Advanced Accounting (Bridging programme to CTA / PGDA)

MINIMUM DURATION 6 MONTHS

Grants entrance into the PGDA / CTA.

Course details

BACHELOR OF BUSINESS ADMINISTRATION

(NQF LEVEL 7, SAQA NO 61700)

Admission requirements:

See back page.

Mode of delivery:

Distance Learning
Distance Learning Online
Contact Learning (Melville)

Compulsory modules across all majors:

Year 1

- Introduction to Business Management
- Induction to Business Studies
- Business Numeracy
- Principles of Accounting
- Business Communication
- Business Law
- Principles of Microeconomics
- Principles of Macroeconomics
- End User Computing
- Marketing Management Practice

Year 2

- Business Ethics
- Management & Leadership
- Finance for Managers

Year 3

- General Management
- Business Research Methods
- Entrepreneurship
- Technology and Innovation Management

BBA General

Year 2

- Operations Management
- Workplace Relations
- Project Management OR Digital Marketing
- Principles of Human Resource Management

Year 3

- Strategic Management
- International Business
- Organisational Development

BBA with a major in Marketing Management

Year 2

- Branding and Advertising
- Project Management
- Digital Marketing

Year 3

- Services Marketing
- Visual Communication
- Contemporary Issues in Marketing

BBA with a major in Human Resource Management

Year 2

- Principles of Human Resource Management
- Workplace Relations
- Project Management

Year 3

- Organisational Development
- Performance and Productivity Management
- Leadership Development

BACHELOR OF COMMERCE

(NQF LEVEL 7, SAQA NO 90509)

Admission requirements:

See back page.

Mode of delivery:

Distance Learning
Distance Learning Online

Compulsory modules across all majors:

Year 1

- Induction to Business Studies
- Business Numeracy
- Principles of Accounting
- Applied Financial Accounting
- Principles of Microeconomics
- Principles of Macroeconomics
- Introduction to Business Management
- Business Law
- Business Mathematics

Year 2

- Intermediate Macroeconomics
- Management & Leadership

Year 3

- International Economics
- General Management

BCOM General

Year 1

- Business Statistics

Year 2

- Operations Management
- Financial Management 1
- Marketing Management Practice
- Electives: Select any TWO:
• Intermediate Microeconomics;
Taxation; Project Management;
Accounting 2

Year 3

- Financial Management 2
- Business Research Methods
- International Business
- International Monetary Economics
- Entrepreneurship OR Risk Management

Major in Compliance and Risk Management

Year 1

- Fraud Detection

Year 2

- Operations Management
- Business Ethics
- Interpretation of Statutes
- Compliance Techniques and Strategies
- Financial Management 1 OR Fraud Examination OR Accounting 2

Year 3

- International Monetary Economics
- Risk Management
- Business Research Methods
- Financial Services Regulation OR General Corporate Regulation
- Financial Services Risk Management OR Public Administration Risk Management
- Financial Crime OR Financial Management 2

Major in Taxation

Year 1

- Principles of Tax Administration

Year 2

- Financial Management 1
- Personal Income Tax
- Accounting 2
- Capital Gains Tax
- Group Benefits, Investments & Tax Collection

Year 3

- Financial Management 2
- Estate Duty & Donations Tax
- Business Research Methods
- Non-Income Taxes
- Taxation of Corporates

Course details

ADVANCED CERTIFICATE IN MANAGEMENT

(NQF LEVEL 6, SAQA NO 90665)

Admission requirements:

A relevant Higher Certificate (NQF Level 5)

Mode of delivery:

Distance Learning
Contact Learning - Part time (Melville)

Compulsory modules:

- Finance for Managers
- Management and Leadership
- Workplace Relations
- Integrated Business Strategy
- Select any TWO: Business Ethics; Project Management; Marketing Management Practice

HIGHER CERTIFICATE IN MANAGEMENT

(NQF LEVEL 5, SAQA NO 91832)

Admission requirements:

A National Senior Certificate (NSC) (2008 and later) or a Senior Certificate with 13 points (2007 and earlier)

Mode of delivery:

Distance Learning
Contact Learning

Compulsory modules:

- The Management Environment
- Managing People
- Integrated Business Project
- Introduction to Management Accounting
- Select any TWO: Design Thinking, Global Corporate Citizenship; Principles of Marketing Management; Principles of Accounting; Principles of Microeconomics, Fundamentals of Strategic Management

POSTGRADUATE DIPLOMA IN ACCOUNTING (PGDA / CTA)

(NQF level 8, SAQA No 108930)

The final year of study before SAICA's first board exam towards qualifying as a Chartered Accountant. Details at <http://OnlineCTA.Milpark.ac.za>.

Admission requirements:

The minimum admission requirement is an appropriate Bachelor of Commerce degree, Advanced Diploma or equivalent at NQF level 7. Several additional factors are also considered, and full details are at <http://OnlineCTA.Milpark.ac.za>.

Mode of delivery: Distance learning online.

Compulsory modules:

- Financial Reporting
- Taxation
- Management Accounting & Finance
- Corporate Governance & Auditing

Short Course Programme in Advanced Accounting (Bridging course to PGDA / CTA)

Grants entrance into the PGDA / CTA for students looking to qualify as Chartered Accountants. Details at <http://OnlineBridging.Milpark.ac.za>.

Admission requirements:

A completed B.Com (or equivalent at NQF level 7) with Financial Accounting up to at least 2nd-year level (NQF level 6).

Mode of delivery: Distance learning online.

Compulsory modules:

- Financial Reporting
- Taxation
- Management Accounting & Finance
- Corporate Governance & Auditing

BCOM ADMISSION REQUIREMENTS

For entry into the Bachelor in Commerce degree, candidates who matriculated in 2007 or earlier require:

1. A Senior Certificate AND a minimum of 24 points on the Milpark points system.

Symbol	Higher grade	Standard grade
A	8	6
B	7	5
C	6	4
D	5	3
E	4	2
F	3	1

2. A symbol of E or higher for Mathematics on HG, or a symbol of D or higher for Mathematics on SG. Candidates who do not meet the Mathematics requirement but who have achieved a rating of 4 or higher in any two of the following subjects may be offered admission on condition that they successfully complete the bridging programme:

Economics, Business Economics, Accounting, Physical Science or Physics/Chemistry, Natural Science or Biology. Candidates who have a South African Senior Certificate, but who do not meet the 24-point admission criterion, may apply to Universities South Africa (USAF), for mature age exemption (<https://mb.usaf.ac.za/>).

If the student matriculated in 2008 or later they require:

1. A National Senior Certificate (NSC) with a minimum of 50% in four NSC 20-credit subjects, including English as the language of instruction at Milpark Education, as certified by Umalusi.

2. A minimum mark of 50% for Mathematics or 70% for Mathematics Literacy. Candidates who do not meet the Mathematics requirement but who have achieved a minimum mark of 50% or higher in any two of the following subjects may be offered admission on condition that they successfully complete the bridging programme: Economics, Business Economics, Accounting, Physical Science or Physics/Chemistry, Natural Science or Biology.

BBA ADMISSION REQUIREMENTS

For entry into the Bachelor in Business Administration degree, candidates who matriculated in 2007 or earlier require a Senior Certificate AND a minimum of 24 points on the Milpark points system.

Symbol	Higher grade	Standard grade
A	8	6
B	7	5
C	6	4
D	5	3
E	4	2
F	3	1

Candidates who have a South African National Senior Certificate, but who do not meet the 24-point admission criterion, may apply to Universities South Africa (USAF), for mature age exemption (<https://mb.usaf.ac.za/>). If the student matriculated in 2008 or later they require a National Senior Certificate (NSC) with a minimum of 50% in four NSC 20-credit subjects, including English as the language of instruction at Milpark Education, as certified by Umalusi.

FOREIGN STUDENT REQUIREMENTS

Foreign students who do not hold a South African matric certificate must present matric verification from the South African Matriculation Board, on application.

RECOGNITION OF PRIOR LEARNING (RPL)

Milpark admits a small number of students onto its programme via Recognition of Prior Learning (RPL). Applicants interested in applying via RPL will be considered individually by the relevant Dean.

- **POSTGRADUATE DIPLOMA IN ACCOUNTING**
- **BACHELOR OF BUSINESS ADMINISTRATION:
WITH SELECTED MAJORS**
- **BACHELOR OF COMMERCE: WITH SELECTED
MAJORS**
- **ADVANCED CERTIFICATE IN MANAGEMENT**
- **HIGHER CERTIFICATE IN MANAGEMENT**
- **SHORT COURSE PROGRAMME IN
ADVANCED ACCOUNTING**
- **VARIOUS SHORT COURSES**

Milpark Education. Reframe Your Future

Business / College / **Commerce** /
Financial Planning & Insurance / Investment & Banking

Any questions?

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