



QUALIFICATION

Bachelor of Commerce
(SAQA ID 90509, NQF LEVEL 7)

Bachelor of Commerce with a Major in
BANKING AND INVESTMENT MANAGEMENT



Mode of Delivery:

Learning Online
Distance Learning Online

**We've got you.
You've got this.**

1 Description and Programme Purpose

Staff in the banking and investment industry require a degree in order to embark on a **career in banking or to enter the investment management** environment. Although other bachelor degrees are accepted, banks and investment houses tend to prefer commerce graduates with specialisation in Banking and/or Investment. As **Banking and Investment Management** are related fields, it can be beneficial to those seeking a career in these fields to cover some banking and investment concepts and topics in one degree. This will provide a **strong foundation to enable graduates** to operate responsibly and successfully in the general banking, private banking, investment banking and investment management environment at a junior level.

Learn More

The qualification will function as articulation into a **Postgraduate Diploma in Investment Management** or in **Banking**, which most financial institutions require for a further career in the sector. The course curriculum offers some investment-specific modules, which are partially based on the **Candidate Body of Knowledge (CBOK) from the CFA[®] programme**.¹



The purpose of the **Bachelor of Commerce (BCom)** degree is to provide a broad but solid educational foundation to students in the field of commerce, including various **key discipline areas** such as business management, accounting and economics. The qualification has been designed to provide the knowledge base, practical competence and application skills that will **enable students either to enter the labour market or to pursue further studies** in the fields of Banking and Investment Management.

The Bachelor of Commerce degree appears on the **Financial Sector Conduct Authority's (FSCA)** list of recognised qualifications for **FAIS Fit and Proper purposes**.

1 CFA[®] is a registered trademark owned by the CFA Institute. This programme is not affiliated with, sponsored or approved by the CFA Institute.

2

Who Should Enrol

The programme would be suitable for:



A school leaver who wants to **gain the relevant specialised knowledge** of the different areas of **banking and investment management** in order to enable **his/her** to **pursue a career** in that field, and potentially gain access to a **graduate trainee programme in the financial services industry**.



An employed person who wants to **enhance his/her knowledge** of the core areas of competence **related to banking and investment** management, and further his career in the **financial services** industry.

3

Programme Outcomes

Successful completion of this qualification should enable the student to:

1. Demonstrate awareness of the **management and leadership competences** necessary to operate in the local or international business environment.
2. Demonstrate **awareness** of the essential components of an **effective operations** strategy in a business environment.
3. Demonstrate awareness of essential **economic theory** and its managerial and business implications.
4. Conduct **business research** with appropriate supervision in a business environment.



Kindly note

That an overview factsheet is available that provides information on all the different BCom majors offered by Milpark.

[Learn more about our BComs](#)

“Year 1, Year 2, and Year 3” correspond with the **complexity of the coursework and progression of the academic levels**. These labels align with international **BCom standards**. They do not represent the time it takes for a student to complete the qualification at Milpark.

Students have a **minimum of three years and a maximum of nine years** to complete the qualification. This allows for **flexibility on the learning journey**, at a pace that enables students the best possible opportunity for successful outcomes.

Major: **Banking and Investment: 396 or 399 credits**

Semester 1	Year 1	Year 2	Year 3
Compulsory (all)	<ul style="list-style-type: none"> • Induction to Business Studies INDBS1-5 (2/5)* • Business Numeracy BNUM01-5 (3/5)* • Principles of Microeconomics PMIC02-5 (20/5) • Principles of Accounting ACCP02-5 (20/5) • Introduction to Business Management INBM02-5 (20/5) • Introduction to Retail Banking INRB02-6 (25/6)** 	<ul style="list-style-type: none"> • Intermediate Macroeconomics INME02-6 (15/6) • Bank Management BAMA01-6 (25/6)** • Equities EQUT02-6 (17/6)** 	<ul style="list-style-type: none"> • General Management GMAN01-7 (16/7) • International Economics ECIN01-7 (15/7) • Fixed Income FIXI01-7 (17/7)** • Risk Management RISM01-7 (20/7)**
Semester 2	Year 1	Year 2	Year 3
Compulsory (all)	<ul style="list-style-type: none"> • Business Mathematics BSMA02-5 (20/5) • Principles of Macroeconomics POME02-6 (15/6) • Applied Financial Accounting AFAC02-6 (20/6) • Business Law BLAW1B-6 (14/6) 	<ul style="list-style-type: none"> • Management and Leadership MLED02-6 (20/6) • Ethics and Risk Management in the Investment Industry ERMI01-6 (17/6)** • Introduction to Global Financial Statement Analysis and Reporting GFSA01-6 (15/6)** 	<ul style="list-style-type: none"> • Investment Management 1C IMAN1C-7 (20/7)** • Technology and Innovation Management TIMA01-7 (20/7)**

Elective

- Business Research Methods BREM01-7 (20/7)

Or

- Global Banking Operations GBAO01-7 (23/7)**

Total credits per year	159	109	128/131
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* INDBS1-5 and BNUM01-5 are only offered via Distance Learning Online (DLO) and should be completed in the first semester of study in year 1.

** Denotes specialist modules relating to major.

Note

Specialist modules relating to your chosen major will be offered via Distance Learning only. INRB02-6, EQUT02-6 and FIXI01-7 are offered in Semester 1 only, while ERMI01-6, GFSA01-6, IMAN1C-7, GBAO01-7 and TIMA01-7 are offered in Semester 2 only.



Compulsory

This module builds on the introductory *Principles of Accounting ACCP02-5* module. Students will learn about the **different types of trade entities** and their unique accounting needs. It also introduces the concepts of VAT and depreciation. On **successful completion** of this module, students will be able to do forecasting, prepare reports and analyse the different financial statements. *Principles of Accounting ACCP02-5* is a prerequisite for this module.

**Applied
Financial
Accounting
AFAC02-6**

**Bank
Management
BAMA01-6**

This module will introduce students to bank financial statements and how banks generate money. It will also **touch on some other specialist banking topics** suitable for this NQF level, such as capital requirements and asset-liability management. *Introduction to Retail Banking INRB02-6* is a prerequisite for this module.

This module covers the **South African legal framework** as it relates to the business environment. Specific reference is made to the principles of contracts applicable in the commercial environment. The requirements for a valid contract, as well as the consequences of valid, void and voidable contracts, are dealt with. In **order to ensure relevance**, the law of contract is dealt with as it applies to different commercial interactions, including agency, sale, letting and hiring, insurance, surety, negotiable instruments, consumer credit agreements and consumer protection.

**Business Law
BLAW1B-6**

**Business
Mathematics
BSMA02-5**

This is a **foundation-level module** that aims to provide students with an understanding of and an ability to apply a range of mathematical techniques to real-world situations in a quantitative manner. The **module emphasises the use of basic principles** of mathematics in order to summarise and analyse data from diagrams, distributions and index numbers. Students will be introduced to basic forecasting techniques, including time-series analysis and relating variables through regression analysis and scatter diagrams, and will perform calculations of simple and compound interest. *Business Numeracy BNUM01-5* is a prerequisite for Business Mathematics BSMA02- 5.

In this induction module, students are provided with the essential mathematics and business numeracy skills and knowledge to be successful with **entry-level business degree** studies in subjects that require these skills and knowledge. The course is **divided into two weeks**. **Topics 1 and 2 focus** on basic numerical skills, such as integers, fractions, decimals, notation, percentage, ratio and proportion. Topics 3 and 4 focus on business-related applications, such as equations and formulae, representation and analysis of data, measurement and tax calculations.

**Business
Numeracy
BNUM01-5**

**Equities
EQUT02-6**

This module introduces students to the **basics of investment management** by covering financial markets and efficiency, indices, features, instruments and valuations of equities, as well as technical analysis. An introduction to **industry and company analysis** is provided, and students are equipped with analytical skills. The quantitative nature of the module requires mathematical appreciation. *This module is only available in Semester 1.*

In this module, students will become familiar with the **concepts of regulation, ethics, corporate governance and risk management** as they relate to the investment industry. The module also speaks to the ethical debate specifically with regard to the **CFA code** of ethics and standards for professional conduct as outlined by the CFA Institute, as well as global investment performance standards. *This module is only available in Semester 2.*

**Ethics and Risk
Management in
the Investment
Industry
ERMIO1-6**

**Fixed Income
FIXIO1-7**

This quantitative module introduces students to the basics of fixed income securities, their features, the different instruments and valuations thereof, as well as the **basics of credit analysis** and a brief introduction to foreign exchange and commodities. *This module is only available in Semester 1.*



**We're online.
We've got space.**

**General
Management
GMAN01-7**

The General Management module builds on the **fundamental principles of business management learnt** in earlier modules (from the first and second years of your study). It aims to develop general management competencies in areas such as planning, organisational structure, decision-making, teamwork, leadership and motivation. It also **aims to strengthen your knowledge of critical and contemporary management** issues, such as ethics, corporate social responsibility and workforce diversity. The **emphasis lies** in the integration of these diverse competencies and skills sets to enable you as emerging manager, to function effectively in a dynamic business environment. *Management and Leadership MLED02-6* is a prerequisite for this module.

On this induction module, students are provided with the skills and knowledge to be successful with **entry-level business degree studies**. Making the most of the online learning environment is at the heart of success for degree studies and students are exposed to the requirements, practices and techniques that will help them to succeed. The academic reading and writing component **exposes students to good reading techniques**, guides them through the writing process, and helps them to write successful academic essays. The study skills component is aimed at providing students with basic information and techniques on how to improve their study skills – from preparation to exams. *Students need to register for this module and Business Numeracy BNUM015 before they will be allowed to register for any further modules.*

**Induction
to Business
Studies
INDBS1-5**

**Intermediate
Macroeconomics
INME02-6**

This module is aimed at providing students with an **understanding of the central concepts of macroeconomics**. The students gain a conceptual and contextual understanding of macroeconomic events, as well as policy issues such as balance of payments, unemployment, inflation and economic growth. The **module emphasises Classical and Keynesian types of macroeconomic policies**. Different monetary policies under various exchange rate regimes are analysed. Students gain a deeper understanding of the functioning of the different markets; that is, the goods market, the financial market and the labour market. The course will also prepare students for further study in economics. *Principles of Microeconomics PMIC02-5 and Principles of Macroeconomics POME02-6* are prerequisites for this module.

This module introduces the students to the **fundamental principles of management and the essential skills** and competencies needed for effective management. Students are exposed to the primary management tasks of planning, organising, leading and controlling. Supporting management tasks such as communication, motivation and delegation are also covered. **Further, students are introduced** to how these management competencies and tasks are applied across management functions; notably, operations, financial, marketing, and human resources management.

**Introduction
to Business
Management
INBM02-5**

**International
Economics
ECIN01-7**

This module is aimed at providing students with fundamental knowledge in the key areas of international trade. **Using microeconomic analysis, students will explore trade patterns** (that is, the movement of goods and services/factors production), as well as the prices thereof, across borders. In addition, the module covers the flow of goods and services, labour and capital, and the classical theories of trade. The module deals with the **standard theory of international trade** as a basis for trade, as outlined by the factor endowments/proportions theory. International trade policy – from both an individual country and aggregate level perspective – is discussed. The course will also prepare students for further study in economics. *Intermediate Macroeconomics INME02-6* is a prerequisite for this module.



**Introduction
to Global
Financial
Statement
Analysis and
Reporting
GFSA01-6**

This module introduces students to **financial statement analysis and reporting from a global viewpoint** as it covers some of the concepts covered by the **CFA Level 1 curriculum**. Some of these concepts include an introduction to financial statement analysis and different techniques; financial reporting mechanisms; standards and qualities; as well as parts of the different financial statements and taxation are looked at from a global perspective. *Applied Financial Accounting AFAC02-6* is a prerequisite for this module. *This module is only available in Semester 2.*

Students are **introduced to the banking industry and the financial services** sector. They will learn about the financial ratios required by the **South African Reserve Bank**, and how to effectively manage the banks' assets and liabilities in order to increase profitability. **The relationship between banks and customers** is discussed, as is pricing. The module covers different banking and insurance products available, and how to match them to different clients' needs. It also explains different sources of finance for businesses or business ventures. Current trends in the South African banking industry are highlighted. *This module is only available in Semester 1.*

**Introduction to
Retail Banking
INRB02-6**

**Investment
Management
1C IMAN1C-7**

This module introduces students to the **basics of portfolio management**, identification and measurement of portfolio risk and return. Students are introduced to derivative markets and instruments, including forwards, futures, options and swaps. The **practical application of option contracts** in managing risk is also discussed. The quantitative nature of the module requires mathematical appreciation. *Equities EQUT02-6* is a prerequisite for this module. *This module is only available in Semester 2.*

The purpose of this module is to provide a **holistic picture of the dynamic and evolving concept of leadership**, taking into account typical African circumstances, values and beliefs in order to equip students with entrepreneurial and managerial leadership skills that will contribute towards the facilitation of a **transformed African society**. Students will be exposed to the basic strategies that can be implemented to ensure successful leadership and change initiatives in the corporate environment. A structured approach to ethical, transformational and entrepreneurial leadership will also be presented. *Introduction to Business Management INBM02-5* is a prerequisite for this module.

**Management
and Leadership
MLED02-6**

**Principles of
Accounting
ACCP02-5**

This module introduces students to the **basic principles of accounting**. The **double-entry principle and accounting equation are addressed**. In addition, students are introduced to different types of journal entries, ledger accounts and bank reconciliation statements. Different types of financial statements are also introduced.

Macroeconomics focuses on the **economy as a whole**. The economic system is studied, with special attention paid to aggregate economic behaviour and aggregate economic performance. In order to do this, students will be **introduced to topics** such as total production, income and expenditure, economic growth, unemployment, inflation and the balance of payments. **Through linking economic action on a microeconomic level** (the individual) with economic action on a macroeconomic level (all the individuals added together), **we develop an overall view of the economy**. The aim of this module is to develop students' understanding of the structure and performance of the South African economy.

**Principles of
Macroeconomics
POME02-6**

**Principles of
Microeconomics
PMIC02-5**

This module aims to introduce students to the discipline of economics, including microeconomic theory and its application to economic analysis. **Economic principles are then applied** to a wide range of individual and business applications to give a solid grounding in microeconomics. The module **emphasises the importance of managing scarce resources**, demand and supply, the price mechanism, and consumer and producer equilibrium in an economy. It also provides a basic understanding of the different market structures that exist. **Economic concepts**, tools and techniques will be evaluated as explanations of economic behaviour.

This module covers the **principles and practices of risk management** at corporate, strategic business and project levels. Students become aware of the various types of risks, how to analyse risks, and a range of response strategies. It also **introduces students to principles of corporate** governance and the ethical debate in the financial services sector. *This module is only on offer in Semester 1.*

**Risk
Management
RISM01-7**

**Technology
and Innovation
TIMA01-7**

The module aims to equip students with the **generic knowledge needed to manage the introduction** or change of technology, its impact on the organisation's operations, and ultimately, on the attainment of organisational objectives. **Key themes covered in the module include** the strategic importance of innovation and technology management, managing disruptive change and harnessing the technology lifecycle. *This module is on offer only in Semester 2 on DL.*

Business Research Methods BREM01-7

Business research is about a **systematic inquiry** that helps to solve business problems and contribute to management knowledge. The purpose of this module is to introduce you to **basic business research methodology**. This module will guide you towards identifying and describing a research problem, **drafting a basic research design** to investigate the problem, and engaging in a literature review. The final task will be to draft a basic research proposal that will serve as a blueprint for a possible research project.

The purpose of this module is to introduce students to aspects of international banking and the international monetary system. It introduces students to the concept of international trade, and the structure and goals of central **banking both in South Africa and in the USA**. Students will be exposed to monetary policy systems and policies through case studies. **Students will be required** to evaluate different international banking products that banks could sell in specific situations, based on an understanding of the workings of foreign exchange. Furthermore, an **understanding of strategies for global banking risks** will be needed. The course will end off with a review of the potential impact of the latest global financial technology developments on banks. Bank Management BAMA01-6 is a prerequisite for this module. *This module is only on offer in Semester 2.*

Global Banking Operations GBAO01-7

6 Admission Requirements

The admission criteria for the Bachelor of Commerce degree are as follows:

If the candidate matriculated in 2007 or earlier

1. A **Senior Certificate** with matriculation endorsement/exemption for degree studies. Candidates who have a Senior Certificate but who do not meet the **matriculation endorsement/exemption** requirements stated above, may apply to Universities South Africa (USAF), for mature age exemption (<https://mb.usaf.ac.za/>).



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

Candidates who matriculated in 2008 or later require:

1. A National Senior Certificate (NSC) with a **minimum of 50% in four NSC 20-credit subjects**,* including English (at Home Language level) as the language of instruction at Milpark Education, as certified by Umalusi. **A minimum mark of 60%** for English at First Additional Language level will be expected where candidates did not complete English at Home Language level. *Life Orientation is not a 20-credit bearing subject.
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 a bridging programme:



Economics



Business
Economics



Accounting



Physical Science
or Physics/
Chemistry



Natural Science
or Biology

Candidates who have completed a **relevant Higher Certificate (NQF 5) or Diploma (NQF 6)** in the field of **business or commerce**, may also be admitted to the BCom degree.

Learn More

Other / International certificates

Further to the **requirements for admission provided** above, foreign nationals or South African nationals, seeking to **apply for admission onto the qualification** based on a non-South African/foreign senior school leaving certificate, must obtain and submit to Milpark, a Certificate of Exemption from Universities South Africa (USAf) (www.usaf.ac.za).

Applicants with foreign senior school leaving certificates, who have **already completed the equivalent of a South African Grade 12**, are advised to submit their USAf Certificate of Exemption at the time of applying online for the Milpark bachelor's degree.

Any foreign national or South African national, seeking admission based on a **non-South African/foreign tertiary qualification** must obtain and submit to **Milpark a Certificate of Exemption from Universities South Africa (USAf)** (www.usaf.ac.za) at the time of applying for admission onto the qualification.

Learn More about Recognition of Prior Learning (RPL) applications

7 Mode of Delivery

Students are required to select their **mode of study on admission**. Please note that there are mode factsheets available that explain each mode in detail.

Learn More

The following mode is available for this specific programme:



**Distance
learning
(DL)**



**Distance
Learning
Online**

Note: Specialist modules relating to your chosen major may be on offer via distance learning only.

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You've got this.**



8

Technical Requirements

[View Requirements](#)



9

Student Support

Library access

The Milpark library provides **access to eBooks in a virtual library called Cyberlibris (Scholartext)**. Lecturers may create smart bookshelves per course or module for students to access (these shelves can contain prescribed and recommended books). Students can also create their own personal smart bookshelves containing resources for their studies. Having access to a digital library means that **thousands of students** can access books and resources from anywhere at the same time online.

There is **no need to make reservations** and requests, and no limit to the time a student has to access a book. With the implementation of Cyberlibris, students also have access to full-text resources via ProQuest (global), Ebsco (global) and Sabinet (South African publications) to assist with research and to enrich their learning experience. Access to the library is included in the module fee.

Tutor

Comprehensive student **support services are available**. Students are provided with administrative support by Student Services. To assist with understanding content, students have access to tutors whom they can contact individually. Students who experience study and/or personal problems have access to a student counsellor. **All support services are available** to registered students via *myMilpark (myCourses)*.

10

Rules of Progression

Compulsory modules have to be **completed by all students**. Students are required to select one of the majors, which will determine the electives available to them.

Most of the **advanced modules** have prerequisites, indicated under Module Descriptions.

Candidates may **NOT** register for **any Level 2 or Level 3 modules if they still have four or more modules outstanding** on the previous level. Candidates with any outstanding first-year module(s) may NOT register for any third-year module.



11

Assessment

Formative **assessment contributes 30%** to the final mark and consists of a combination of assignments and tests. The exact formative structure per module will be communicated to the student at the start of the semester.

Students will complete a final, summative assessment per module at the end of each semester, which **contributes 70% towards the final mark**. Students need to obtain a sub-minimum mark of 40% in the final, summative assessment and an overall mark of 50% in order to pass the module.

12

Duration

Part-time and distance-learning students have a minimum of **three years** and a maximum of **nine years** to complete the qualification.

13 Certification

On successful completion of the qualification, the student will receive a **Bachelor of Commerce degree, NQF Level 7**. The Bachelor of Commerce degree is accredited by the Higher Education Quality Committee of the Council on Higher Education (CHE).

14 Further Studies

Milpark Education is committed to the process of **lifelong learning and opening access to higher education**. The programme is at NQF level 7 and will provide for articulation options into NQF level 8 programmes. Narrowly, students may proceed to a Postgraduate Diploma in Banking, a Postgraduate Diploma in Investment Management or a Postgraduate Diploma in Business Administration (offered by Milpark Education) or an Honours degree (at any number of public universities) in one of the disciplines, subject to **meeting the admission** and selection criteria of the receiving institution.

A student who has completed certain modules on this qualification at Milpark Education and who wishes to **transfer to another tertiary-level institution** should be able to apply for exemption from relevant modules on the basis of the modules that have been passed at Milpark Education.

15 Pricing



All module fees **include one round of formative and summative assessments** (supplementary examinations excluded). Module fees do not include the cost of prescribed textbooks, which will be for the student's own account. The prescribed book list will be available on *myMilpark* on registration.

16 Disclaimer

The content of this brochure is accurate at the time of going to print. Milpark Education reserves the right to change the programme content due to changes in legislation, market requirements and other reasons. Notice of such changes will be published on our website.

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www.milpark.ac.za

Apply Now

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You've got this.**

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