

MILPARK EDUCATION
Commerce

QUALIFICATION

Higher Certificate
(SAQA ID: 91832; NQF Level 5)

Higher Certificate in Management with COMPLIANCE AND RISK MANAGEMENT

Mode of Delivery:
Distance Learning Online

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

1 Description and **Programme Purpose**

The **Higher Certificate in Management with Risk and Compliance** is an entry-level, post-school higher education qualification designed to equip students with the foundational knowledge and skills necessary to function in junior risk management roles in diverse organisational contexts.

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This **qualification has a strong vocational orientation** which enables candidates to appropriately select and **apply sound theory towards solving practical problems** that typically occur in the contemporary work environment. Beyond acquiring knowledge and skills related to general management, **students will also gain** the major-specific knowledge relating to compliance and risk management.

The **Compliance and Risk Management stream** combines a **strong foundation in commerce,** including business management, accounting and law, with **specialised knowledge in regulatory frameworks**, governance structures, and **risk assessment practices**. Students are equipped with the skills to identify, analyse and **mitigate risks while ensuring compliance** with relevant policies, procedures, laws, and regulations.

2 Who Should **Enrol**

This programme would be suitable for:

01 An employed **person seeking to develop or formalise** the skills, knowledge and attributes needed to **effectively operate in a junior risk management** position.

02 A **school leaver** who requires a **Higher Certificate** for access to a **Diploma or Degree** programme of study.

3 Programme **Outcomes**

Successful completion of this qualification should enable the student to:

1. **Demonstrate an understanding** of the management **functions of planning**, organising, leading and controlling.
2. Perform a **basic analysis** of the business environment.
3. **Implement basic human resource** best practices within an organisational environment.
4. **Integrate foundational knowledge** of basic project **management techniques** in designing and solving problems within familiar organisational contexts.
5. **Determine marketing strategies** that will contribute to the **satisfaction of consumer** needs and **attainment** of organisation goals.



4 Programme **Structure**

Module name and code	DLO cycle	Compulsory/Elective	Credits
The Management Environment MAEN02-5	1	Compulsory	20
People Leadership and Development PLDV01-5	2	Compulsory	20
Design Thinking for Business Success DTBS01-5	3	Compulsory	20
Risk Management RIMA01-5*	4	Elective	20
Introduction to Management Accounting IMAC01-5	5	Compulsory	20
Compliance Risk Management CRIM01-5*	6	Elective	20
TOTAL CREDITS			**120**

* For this specific major, there are two electives available that must be taken.

Note that specific subjects will only be offered in specific cycles.

5 Mode of **Learning**

The programme will be offered via **Distance Learning Online (DLO)**. DLO is our fully digital, guided and flexible study experience designed to support independent learning with structured engagement.

Through our online platform, students access all learning materials including textbooks, and participate in live online classes, discussion forums and collaborative projects. **DLO fosters meaningful interaction** while allowing students to study at their own pace. With downloadable resources and flexible access, it accommodates varying connectivity needs and offers a rich, **inclusive learning journey** tailored to diverse student contexts.



6 Module **Descriptions**

Compulsory

Design Thinking for Business Success DTBS01-5

This **module introduces students to the fundamental** concepts, tools and techniques in project management and in design thinking for business-success framework. **Comprehensive coverage of the rationale** for the project approach is offered, followed by a systematic exploration of the main knowledge domains of project management, and finally, an integration of the various knowledge domains. **A generic approach is adopted**, which seeks to advance fundamental principles and practices without subscribing to the requirements of any of the various professional bodies in project management.

This module also aims to **introduce students to an inter-disciplinary** approach to solving business problems. Students will be required to write a well-**substantiated report in a business context** (this may be their current business context) that they have assessed in terms of strengths and weaknesses.

Introduction to Management Accounting IMAC01-5

This is an **introductory module in management accounting**. Students are introduced to the fundamentals of business, bookkeeping and accounting. The module will also introduce **students to the provisions and use of accounting information** by managers within organisations and provide them with the basis to make **informed business decisions**, which will better equip them for the management and control function.

People Leadership and Development PLDV01-5

Students will be exposed to the business environment in which people have to be managed. From a general perspective, the module covers the organisation as a system, **approaches to decision-making**, performance management and job design. Students will also be exposed to unique human resources challenges in the South African context. **There should be no doubt that an equitable, efficient and effective** human resource management culture will produce collaboration between business units and departments to enhance synergy and productivity.

The Management Environment MAEN02-5

This **module details the results that successful managers** at different levels of business must deliver within their organisations. It addresses topical and future management issues **through both classic and contemporary management** thought. In addition to placing management in context, the module also explores the knowledge, skills and dispositions required of managers to perform the **management functions of planning**, organising and leading in an unpredictable and changing business environment.

Electives

Risk Management RIMA01-5

This **module is aimed at providing students with an understanding** of the general **principles of risk management**, the concept of risk, and the identification, evaluation and control of risk. **In this module**, we also identify and classify risk exposure in terms of insurability.

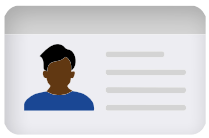
Compliance Risk Management CRIM01-5

This **module is aimed at providing students** with a general understanding of compliance risk management. It will introduce students to the different categories of **compliance risks that organisations** face and explore how enterprises can continuously monitor and track their exposure to such risks. The purpose of this is to **instil an understanding of the legal and financial ramifications** of non-adherence to both internal and external regulations. The module will also **introduce students to different categories** of legislation and equip them with the tools **necessary to understand** and interpret these rules within a compliance context.

7 Admission Requirements

For entry into the **Higher Certificate**, candidates require a Senior Certificate (SC) or a National Senior Certificate (NSC), as certified by Umalusi, with **at least a pass in English**, the language of instruction at Milpark Education.

Applicants must, at a minimum, submit the following **documents** with their application:



Copy of South African 13-digit identity document or valid passport.



Copy of Senior Certificate OR international school leaving certificate with SAQA Equivalence Certificate.

Kindly note

The **documents listed above represent the minimum requirements**. Applicants may be asked to provide additional supporting documentation if further evidence is needed. **Applicants are encouraged to provide all supporting documentation** at the time of applying to avoid unnecessary delays in the processing of their application.

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 Equivalence from the **South African Qualifications Authority** (SAQA) (www.saqa.org.za).

Applicants with foreign senior school-leaving certificates who have already completed the equivalent of a South African Grade 12, are required to submit their SAQA Certificate of Equivalence at the time of **applying online** for the Milpark Higher Certificate.

Foreign nationals residing in South Africa on a temporary visa must provide proof from the **South African Home Affairs** offices that they are permitted to study and enrol for studies at the tertiary level.



Recognition of Prior Learning (RPL) applications

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 Head of School.

Applicants will be required to provide evidence as outlined below **when applying for admission via the RPL route:**

- **Comprehensive curriculum vitae** (work experience: minimum five years)
- **Proof of English proficiency** through prior academic records and/or writing samples, for example, a letter of motivation
- **Evidence of academic** transcripts/statement of results
- Evidence from **prior achievement.**
- **Employer letter of recommendation**

Learn More About The RPL Requirements

8 Mode of **Delivery**

The **Department of Higher Education and Training** has registered the programme, and the Council on Higher Education has accredited the programme for delivery via **distance learning.**

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Following mode is available for this specific programme:

Distance Learning Online



9 Access to **Technology**

Through the *myMilpark* **and** *myCourses* **online tuition** and support environments, students have **access to all course materials** (including formative and summative assessments), discussion opportunities, administrative **services and a wealth of external resources.**

Minimum requirements to study online and complete assessments and online proctored assessments

A **laptop or personal computer** (PC) with one of the **following operating systems**:

- Windows 10+
- macOS 10.11+
- Ubuntu 18.04+
- Chrome 58+

- Continuous (daily) access to a **stable internet connection** with an upload and download speed of at least 5 Mbps.
- A **camera/webcam** (720p resolution)
- Speakers and a microphone **OR** headphones
- 2GB free **RAM** (memory)
- 250MB **free disk space.**

View Technical Requirements

How To Check Your RAM

10 Student **Support**

Library access

The **Milpark Library provides access to e-books** 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 on 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), Emerald (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.**

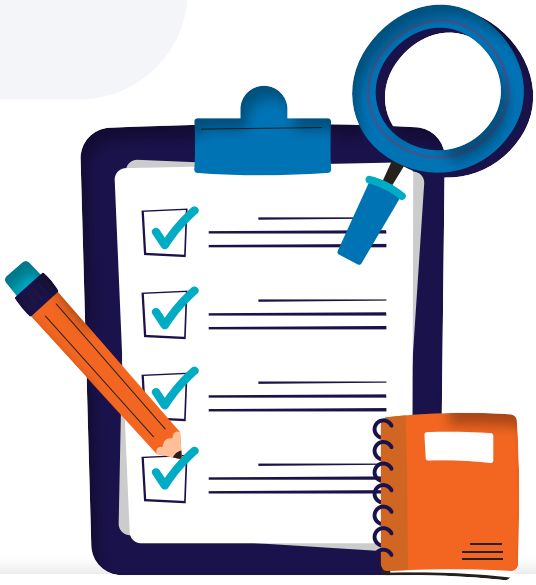
Tutor

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).

11 Rules of **Progression**

Students **must complete four compulsory and two elective modules**. Students require **120 credits** to complete the qualification.



12 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 you at the start of the semester.

Students will complete a final summative assessment per module at the end of each semester, that 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.

13 Duration

Students have a **minimum of one year** and a **maximum of three years** to complete this qualification.

14 Certification

Upon successful completion of the qualification, the student will receive a **Higher Certificate, NQF Level 5** (credits: 120). The **Higher Certificate in Management** is accredited by the Higher Education Quality Committee of the Council on Higher Education (CHE).

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



15 Further **Studies**

Milpark Education is **committed to the process of lifelong learning** and opening access to higher education. The programme is at **NQF level 5**, and it will provide articulation options for **NQF level 6** programmes. The **Higher Certificate** allows articulation with the **Advanced Certificate in Management**. Beyond Milpark Education, this qualification should articulate with other qualifications in the relevant fields of management.

A **student who transfers from one qualification to another** within Milpark Education may be given credit for some modules successfully completed.



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 based on the modules that have been passed at Milpark Education.

16 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 students' own account. **The prescribed book list will be available on** *myMilpark,* **on registration.**

17 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.

Website:

www.milpark.ac.za

Apply Now

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