



College of Law and Management Studies HANDBOOK FOR 2022

COLLEGE OF LAW AND MANAGEMENT STUDIES

HANDBOOK FOR 2022

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RULES FOR HONOURS DEGREES

Note: The following Rules are additional to the preceding General Rules GR1 – GR33.

HR1 Applicability

The following Rules, HR2 to HR8 inclusive, shall be applicable to every candidate for a degree of Honours.

HR2 Criteria for admission to study

- a) Applicants may be registered for the qualification of Honours provided that they have:
 - (i) completed a Bachelors degree regarded as appropriate by the college concerned; or
 - (ii) been admitted to the status of that degree in terms of Rule GR7(a); or
 - (iii) attained a level of competence as defined in Rule GR7(b).
- b) A college may prescribe further minimum criteria for admission to study.

HR3 Attendance

- a) Every student for a qualification of Honours shall attend an approved course of study as a registered student of the University for a period of at least two consecutive semesters after admission in terms of Rule HR2.
- b) Except with by permission of the college academic affairs board, all modules shall be completed at the University.

HR4 Curriculum

The curriculum for a qualification of Honours shall include a prescribed research project as one of the modules which shall account for a minimum of 25% of the credits for the degree.

HR5 Supplementary examinations

Provided that the rules of a college do not prohibit this for a particular module:

- a) a student who fails a module other than the research prescribed project with a mark of at least 40% shall be awarded a supplementary examination; and
- b) under exceptional circumstances, and with the permission of the college academic affairs board, a student who has failed a module other than the research project with a mark of less than 40% may be awarded a supplementary examination.

HR6 Re-examination of prescribed project

Provided that the rules of a college, do not prohibit this, a research project that is assessed as unsatisfactory may be referred back once for revision and resubmission before the last day of examinations in that semester.

HR7 Progression

- a) A student may repeat a failed coursework module not more than once.
- b) Under exceptional circumstances, on the recommendation of the relevant School, the College Academic Affairs board may give permission to a student who has failed the prescribed project described in Rule HR4, to register for the research project module once more, with a new research topic.

- c) A student who, after four semesters as a full time student or six semesters as a part-time student, has not completed the requirements for the degree, shall be excluded.

HR8 Award of degree *cum laude* and *summa cum laude*

- a) A degree of Honours may be conferred *cum laude* in accordance with the rules of the relevant college, provided that, subject to exceptions as approved by the college academic affairs board, the student has:
 - (i) obtained a credit-weighted average of at least 75% in those modules required for the qualification; and
 - (ii) a mark of at least 75% for the prescribed project; and
 - (iii) successfully completed all modules in the curriculum without recourse to supplementary examinations; and
 - (iv) completed the degree in the prescribed minimum time for a full-time student, or minimum time plus two semesters for a part-time student.
- b) A degree of Honours may be conferred *summa cum laude* in accordance with the rules of the relevant college, provided that, subject to exceptions as approved by the college academic affairs board, the student has:
 - (i) obtained a credit-weighted average of at least 80% in those modules required for the qualification; and
 - (ii) a mark of at least 80% for the prescribed project; and
 - (iii) successfully completed all modules in the curriculum without recourse to supplementary examinations; and
 - (iv) completed the degree in the prescribed minimum time for a full-time student, or minimum time plus two semesters for a part-time student.

RULES FOR POSTGRADUATE DIPLOMAS

Note: The following Rules are additional to the preceding General Rules GR1 – GR33.

PR1 Applicability

The following Rules, PR2 to PR8 inclusive, shall be applicable to every candidate for a Postgraduate Diploma

PR2 Criteria for admission to study

- a) Applicants may be registered for the qualification of Postgraduate Diploma provided that they have:
 - (i) completed a Bachelors degree regarded as appropriate by the college concerned; or
 - (ii) been admitted to the status of that degree in terms of Rule GR7(a); or
 - (iii) attained a level of competence as defined in Rule GR7(b).
- b) A college may prescribe further minimum criteria for admission to study.

- c) A college may provide in its rules for an appropriate Advanced Diploma to be accepted for entry to a Postgraduate Diploma in accordance with the HEQF.

PR3 Attendance

- a) Every student for the qualification of Postgraduate Diploma shall attend an approved course of study as a registered student of the University for a period of at least two consecutive semesters after admission in terms of Rule PR2.
- b) Except with the permission of the college academic affairs board, all modules shall be completed at the University.

PR4 Curriculum

The curriculum for the Postgraduate Diploma will contain advanced reflection, practice and research methods in the area of specialisation and may include a sustained research project in accordance with college rules.

PR5 Supplementary examinations

Provided that the rules of a college do not prohibit this for a particular module:

- a) a student who fails a module other than the research prescribed project with a mark of at least 40% shall be awarded a supplementary examination; and
- b) under exceptional circumstances, and with the permission of the college academic affairs board, a student who has failed a module other than the research project with a mark of less than 40% may be awarded a supplementary examination.

PR6 Re-examination of research project

Provided that the rules of a college do not prohibit this, a research project that is assessed as unsatisfactory may be referred back once for revision and resubmission before the close of the applicable supplementary examination session.

PR7 Progression

- a) A student may repeat a failed coursework module not more than once.
- b) Under exceptional circumstances, on the recommendation of the relevant School, the College Academic Affairs board may give permission to a student who has failed the prescribed project described in Rule PR4, to register for the research project module once more, with a new research topic.
- c) A student who, after four semesters as a full time student or six semesters as a part-time student, has not completed the requirements for the degree, shall be excluded.

RULES FOR MASTERS DEGREES BY COURSEWORK

Note: The following Rules are additional to the preceding General Rules GR1 – GR33.

CR1 Applicability

The following Rules, CR2 to CR17 inclusive, shall be applicable to every candidate for a degree of Master by coursework.

CR2 Criteria for admission to study

- a) An applicant shall not be registered for the degree of Master by coursework unless the applicant has:
 - (i) satisfied the requirements for a relevant prerequisite degree as specified in the college concerned; or
 - (ii) been admitted to the status of that degree in terms of Rule GR7(a); or
 - (iii) attained a level of competence as defined in Rule GR7(b).
- b) A college may prescribe further minimum criteria for admission to study

CR3 Recognition of examinations

The Senate may accept examinations passed or certificates of proficiency completed in any module by a student of the University or of any other university or institution recognised by the Senate for this purpose, or accept demonstration of an equivalent level of competence through prior learning, in terms of Rule GR7(b), as exempting the student from examination in module(s) prescribed for a degree of Master by coursework, provided that:

- a) no more than 50% of the required credits for the degree may be so exempted, provided that such credits shall be awarded for coursework modules only; and
- b) students shall not have the degree of Master conferred unless the conditions laid down in Rules CR4 and CR5 are satisfied.

CR4 Periods of registration

A student registered for the degree of Master by coursework shall be so registered for a minimum period of two consecutive semesters before the degree may be conferred.

CR5 Recognition of attendance

The Senate may accept as part of the attendance of a student for a degree of Master by coursework, periods of attendance as a registered or graduated student at any other university or institution or in any other college, provided that students shall not have the degree of Master conferred unless:

- a) their periods of attendance are together not less than the complete period prescribed for conferral of the degree; and
- b) the research component is completed at the University.

CR6 Curriculum

- a) A student shall complete all prescribed modules, at least one of which shall be a dissertation module comprising research on a particular topic approved by the college academic affairs board, and comply with such other conditions as may be prescribed by the Senate and the rules of the college concerned.
- b) Except with the permission of Senate, the dissertation module shall comprise 33% to 50% of the total credits for the degree.

CR7 Proposed research topic

- a) The college academic affairs board may, at its discretion, decline to approve a research topic if in its opinion:
 - (i) it is unsuitable in itself; or
 - (ii) it cannot effectively be undertaken under the supervision of the University; or
 - (iii) the conditions under which the student proposes to work are unsatisfactory.
- b) Ethical approval in terms of Rule GR32 is required where applicable.

CR8 Supervision

The school board shall, in terms of the policies of the Senate, appoint one or more appropriate supervisors, at least one of whom shall be a member of the University academic staff, to advise a student whose research topic is approved, and the student shall be required to work in such association with the supervisor or supervisors.

CR9 Supplementary examinations

Provided that the rules of a college do not prohibit this for a particular module:

- a) a student who fails a module other than the dissertation with a mark of at least 40% shall be awarded a supplementary examination;
- b) under exceptional circumstances, and with the permission of the college academic affairs board, a student who has failed a module other than the dissertation with a mark of less than 40% may be awarded a supplementary examination.

CR10 Failed coursework modules

Failed coursework modules may not be repeated, except with the permission of the College Academic Affairs Board.

CR11 Progression

A student who, after four semesters as a full-time student or six semesters as a part-time student, has not completed the requirements for the degree shall be required to apply for re- registration, which will only be permitted on receipt of a satisfactory motivation.

CR12 Submission of dissertation

At least three months before the dissertation is to be submitted for examination, a student shall give notice, in writing, of their intention to submit such dissertation and the title thereof, provided that, in the event of a student failing to submit the dissertation for examination within six months thereafter, the notice will lapse and a further notice of intention shall be submitted.

CR13 Format of dissertation

- a) Every dissertation submitted shall include a declaration to the satisfaction of the Senate stating that it has not previously been submitted for a degree in this or any other university, and that it is the student's own original work.
- b) Every dissertation submitted shall be in such format as prescribed by the Senate and the rules of the relevant college; provided that each dissertation shall include an abstract in English not exceeding 350 words.

- c) A dissertation may comprise one or more papers of which the student is the prime author, published or in press in peer-reviewed journals approved by the relevant college academic affairs board or in manuscripts written in a paper format, accompanied by introductory and concluding integrative material.
- d) A dissertation submitted under (c) above shall include a detailed description of the student's own distinct contribution to the papers.
- e) All dissertations are subject to full examination in terms of these rules, the rules of a college and the normal policies and procedures applicable to dissertations.

CR14 Supervisor's report

Upon submission of the dissertation, the supervisor or supervisors shall furnish a report on the conduct of the student's work; the report shall not include an evaluation of the quality of the dissertation.

CR15 Examination of dissertation

- a) The college academic affairs board shall appoint for each dissertation two examiners, at least one of whom shall be responsible for external examination.
- b) A supervisor or co-supervisor shall not be appointed as an examiner.
- c) The names of the examiners shall not be known to either the candidate or to one another.

CR16 Re-examination of dissertation

A failed dissertation may not be re-examined.

CR17 Award of degree *cum laude* and *summa cum laude*

The degree of Master by Coursework may be awarded *cum laude* or *summa cum laude* on the recommendation of the examiners of the dissertation and, in accordance with rules of the college provided that, subject to exceptions approved by the college academic affairs board,

- a) For *cum laude*:
 - i) the student has obtained a credit weighted average of at least 75% in the coursework component of the degree at the first attempt and without recourse to supplementary examinations; and
 - ii) the degree was completed in the prescribed minimum time plus two semesters for a full-time student, or minimum time plus four semesters for a part-time student.
- b) For *summa cum laude*:
 - i) the student has obtained a credit weighted average of at least 80% in the coursework component of the degree at the first attempt and without recourse to supplementary examinations; and
 - ii) the degree was completed in the prescribed minimum time for a full-time student, or minimum time plus two semesters for a part-time student.

(i) BCom Honours in Accounting – Non CTA (Westville) [BCH-A]

- 1) Applicants may apply to register for BCom Honours in Accounting within the School of Accounting, Economics and Finance if they hold a BCom (Accounting) degree as set out in LM-U19 or an equivalent SAICA-accredited degree
- 2) To qualify for the award of Bachelor of Commerce Honours in Accounting, students shall pass the following:

(i) ACCT7DA Advanced Accounting	32C
(ii) ACCT7AF Advanced Financial Management	16C
(iii) ACCT7DT Advanced Taxation	32C
(iv) ACCT7AP Advanced Performance Management	16C
(v) ACCT7RP Research Project	32C
Total credits for the qualification	128C

(ii) BCom Honours in Economics (Westville) [BCH-E]

Note: In order to be eligible for selection for Honours in Economics, students must pass all four required third-year modules which constitute an Economics major, including ECON314 (Quantitative Economics) and ECON315 (Mathematical Economics) (or have completed modules deemed equivalent to ECON314 (Quantitative Economics) and ECON315 (Mathematical Economics) by the programme coordinator. Meeting the above requirements does not guarantee acceptance into the Economics Honours programme, as places may be limited.

- | | |
|--|-------------|
| 1) ECON7IE Intermediate Econometrics | 16C |
| 2) ECON7MA Macroeconomics | 16C |
| 3) ECON7MI Microeconomics | 16C |
| 4) FINA7QF Quantitative Methods in Finance | 16C |
| 5) Two Honours level electives approved by the Academic Leader: Teaching and Learning, at least one of which must be registered within the School. | 32C |
| 6) ECON700 Economics Research Project | 32C |
| Total credits for the qualification | 128C |

(iii) BCom Honours in Finance (Westville) [BCH-F]

Note: In order to be eligible for selection for Honours in Finance, students must pass all four required third-year modules which constitute a Finance major, including ECON314 (Quantitative Economics). Meeting the above requirements does not guarantee acceptance into the Finance Honours programme, as places may be limited.

- | | |
|--|-------------|
| 1) FINA7PM Portfolio Management | 16C |
| 2) FINA7CR Corporate Finance | 16C |
| 3) ECON7IE Intermediate Econometrics | 16C |
| 4) FINA7IB International Business Finance | 16C |
| 5) FINA7QF Quantitative Methods in Finance | 16C |
| 6) FINA7ST Special Topics in Finance | 16C |
| 7) FINA700 Research Project in Finance | 32C |
| Total credits for the qualification | 128C |

2. Master of Commerce in Industrial Relations (Westville) [MC-IR]

Students shall successfully complete the following programme:

- | | |
|--|-----|
| 1) HRMG8RM Advanced Research Methodology | 16C |
| 2) HRMG8A0 Strategic Human Resource Management | 16C |
| 3) HRMG8B0 Labour Economics | 16C |
| 4) HRMG8CO Advanced Labour Law | 16C |
| 5) HRMG8D0 International Human Resource Management | 16C |
| 6) 16 Credits approved electives from the following: | |
| a) HRMG8E0 Change Management | 16C |
| b) HRMG8H0 Management Development | 16C |
| 7) HRMG8LO Dissertation or two academic research papers approved by the School | 96C |

Total credits for the qualification	192C
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3. Master of Commerce in Economics (Westville) [MCOMEC] for new students; [MCMC] for pipeline students

Students shall successfully complete the following programme:

- | | |
|---|-----|
| 1) ECON8A2 Advanced Econometrics | 16C |
| 2) ECON8MI Advanced Microeconomics | 16C |
| 3) ECON8MA Advanced Macroeconomics | 16C |
| 4) ECON8MR Research Methodology | 16C |
| 5) Two Masters Level electives approved by Academic Leader: Higher Degrees and Research | 32C |
| 6) ECON8RD Research Dissertation | 96C |

Total credits for the qualification	192C
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4. Master of Commerce in Information Systems & Technology (Westville) [MC-IST]

Students shall successfully complete the following programme:

- | | |
|---|-----|
| 1) ISTN8RM Research Methodology | 16C |
| 2) ISTN811 Management of Knowledge | 16C |
| 3) ISTN812 Management of IT Staff | 16C |
| 4) ISTN813 Management of Information System Develop | 16C |
| 5) ISTN814 Management of Current Trends in IT | 16C |
| 6) ISTN815 Management of Human Issues in IT | 16C |
| 7) ISTN816 Research Dissertation | 96C |

Total credits for the qualification	192C
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5. Master of Commerce in Leadership Studies (Westville) [MCLS]

Students shall successfully complete the following programme:

Core Modules

- | | |
|--|-----|
| 1) LEAD801 Systems Theories and Practices | 16C |
| 2) LEAD802 Leading in Turbulent Environments | 16C |
| 3) LEAD830 Research Methodology | 16C |
| 4) LEAD8DD Research Dissertation | 96C |

Elective Modules

Any 3 from the following 16C modules

- | | |
|---|-----|
| a) LEAD805 Project Management 1 | 16C |
| b) LEAD819 Strategy and Organisational Dynamics | 16C |
| c) LEAD816 Knowledge Management | 16C |
| d) LEAD814 Managing Partnerships | 16C |

Total credits for the qualification	192C
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