

## DIPLOMA IN PUBLIC AFFAIRS

Dip (Public Affairs) - NQF Level 6 (360 credits)

**Qualification code: DPPA20**

(Specialisation codes for admission and registration: DPAI20 / DPPB20)

SAQA ID: 111241, CHE NUMBER: H/H16/E129CAN

Campus where offered: Soshanguve South, Mbombela and Polokwane campuses

### REMARKS

a. *Admission requirement(s) and selection criteria:*

• **APPLICANTS WHO OBTAINED A SENIOR CERTIFICATE BEFORE 2008:**

**Admission requirement(s):**

A Senior Certificate or an equivalent qualification, with a D symbol at Higher Grade for English and three other subjects at Higher Grade.

**Selection criteria:**

To be considered for this qualification, applicants must have an Admission Point Score (APS) of at least **20**.

• **APPLICANTS WHO OBTAINED A NATIONAL SENIOR CERTIFICATE IN OR AFTER 2008:**

**Admission requirement(s):**

A National Senior Certificate with a bachelor's degree or a diploma endorsement, or an equivalent qualification, with an achievement level of at least 3 for English (home language or first additional language) and 3 for Mathematics or Mathematical Literacy.

**Selection criteria:**

To be considered for this qualification, applicants must have an Admission Point Score (APS) of at least **20** (excluding Life Orientation).

• **APPLICANTS WITH A NATIONAL CERTIFICATE (VOCATIONAL) AT NQF LEVEL 4:**

**Admission requirement(s):**

A National Certificate (Vocational) at NQF Level 4 with a bachelor's degree or a diploma endorsement, with at least 50% for English (home language or first additional language) and 40% for Mathematics or Mathematical Literacy, 40% for Life Orientation (excluded for APS calculation), 50% for any other three compulsory vocational subjects.

**Selection criteria:**

To be considered for this qualification, applicants must have an Admission Point Score (APS) of at least **20** (excluding Life Orientation).

b. *Assessment procedure(s):*

Please take note that all completed applications received within the published due dates will be ranked. After consideration of the Departmental Student Enrolment Plan, only the top ranking applicants will be selected. Once a programme is full, a waiting list will be in place to provide an opportunity for applicants to fill places of those who did not register on time. Applicants will be informed of their status per official letter from the Office of the Registrar, alternatively, they can check their application status on the TUT website, [www.tut.ac.za](http://www.tut.ac.za).

c. *Recognition of Prior Learning (RPL), equivalence and status:*

See Chapter 30 of Students' Rules and Regulations.



- d. *Intake for the qualification:*  
January only.
- e. *Presentation:*  
Day classes.
- f. *Minimum duration:*  
Three years.
- g. *Exclusion and readmission:*  
See Chapter 2 of Students' Rules and Regulations.

## CURRICULUM

**Students register for any one of the following options:**

### **OPTION 1: ADMINISTRATION OF THE STATE (DPAI20)**

#### **FIRST YEAR**

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
CCU105D	Communication for Academic Purpose IA	(5)	(10)	
INY125D	Information Literacy IB (block mode)	(5)	(2)	
LSK125D	Life Skills IA (block mode)	(5)	(2)	

#### **FIRST SEMESTER**

GLA115D	Governance and Public Leadership IA	(5)	(12)	
PEA115D	Public Sector Economics IA	(5)	(10)	
PUA115D	Public Affairs IA	(5)	(12)	

**plus one of the following modules:**

ILA115D	Introduction to Political Theory IA	(5)	(10)	
ITK115D	Introduction to the Theory of Knowledge IA	(5)	(10)	

#### **SECOND SEMESTER**

CPL115D	Computer Literacy IB	(5)	(10)	
GLB115D	Governance and Public Leadership IB	(5)	(12)	Governance and Public Leadership IA
PEB115D	Public Sector Economics IB	(5)	(10)	Public Sector Economics IA
PUB115D	Public Affairs IB	(5)	(12)	Public Affairs IA
STB115D	Statistics for Managing Public Affairs IB	(5)	(8)	

**plus one of the following modules:**

CON115D	Constitutional Law IB	(5)	(10)	
PHB115D	Public Sector Ethics IB	(5)	(10)	

**TOTAL CREDITS FOR THE FIRST YEAR: 120**

**SECOND YEAR**

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
<b>FIRST SEMESTER</b>				
GLA216D	Governance and Public Leadership IIA	(6)	(10)	Governance and Public Leadership IA Governance and Public Leadership IB
HCA216D	Managing Human Capital in the Public Sector IIA	(6)	(10)	Public Affairs IA Public Affairs IB
IKA216D	Information and Knowledge Management IIA	(6)	(10)	Communication for Academic Purpose IA
PEA216D	Public Sector Economics IIA	(6)	(10)	Public Sector Economics IA Public Sector Economics IB
PUA216D	Public Affairs IIA	(6)	(10)	Public Affairs IA Public Affairs IB

**plus one of the following modules:**

IFI216D	International Finance IIA	(6)	(10)
PEC216D	Political Economy IIA	(6)	(10)

TOTAL CREDITS FOR THE SEMESTER: 60

**SECOND SEMESTER**

GLB216D	Governance and Public Leadership IIB	(6)	(10)	Governance and Public Leadership IIA
HCB216D	Managing Human Capital in the Public Sector IIB	(6)	(10)	Managing Human Capital in the Public Sector IIA
IKB216D	Information and Knowledge Management IIB	(6)	(10)	Information and Knowledge Management IIA
PEB216D	Public Sector Economics IIB	(6)	(10)	Public Sector Economics IIA
PUB216D	Public Affairs IIB	(6)	(10)	Public Affairs IIA

**plus one of the following modules:**

ALW216D	Administrative Law IIB	(6)	(10)
IPO216D	International Politics IIB	(6)	(10)

TOTAL CREDITS FOR THE SEMESTER: 60

TOTAL CREDITS FOR THE SECOND YEAR: **120**

**THIRD YEAR**

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
<b>FIRST SEMESTER</b>				
GLA316D	Governance and Public Leadership IIIA	(6)	(10)	Governance and Public Leadership IIA Governance and Public Leadership IIB
HCA316D	Managing Human Capital in the Public Sector IIIA	(6)	(10)	Managing Human Capital in the Public Sector IIA Managing Human Capital in the Public Sector IIB



PEA316D	Public Sector Economics IIIA	(6)	(10)	Public Sector Economics IIA Public Sector Economics IIB
PIA316D	Policy Studies and Interpretation of Statutes IIIA	(6)	(10)	Public Affairs IIA Public Affairs IIB
PUA316D	Public Affairs IIIA	(6)	(10)	Public Affairs IIA Public Affairs IIB

**plus one of the following modules:**

IRA316D	International Relations and Diplomacy IIIA	(6)	(10)
ITA316D	International Trade IIIA	(6)	(10)

TOTAL CREDITS FOR THE SEMESTER: 60

**SECOND SEMESTER**

GLB316D	Governance and Public Leadership IIIB	(6)	(10)	Governance and Public Leadership IIIA
HCB316D	Managing Human Capital in the Public Sector IIIB	(6)	(10)	Managing Human Capital in the Public Sector IIIA
PUB316D	Public Affairs IIIB	(6)	(10)	Public Affairs IIIA
PEB316D	Public Sector Economics IIIB	(6)	(5)	Public Sector Economics IIIA
WPA316D	Public Affairs in Praxis IIIB	(6)	(20)	Public Affairs IIA Public Affairs IIB

**plus one of the following modules:**

OTB316D	Organisational Theory and Institutional Design IIIB	(6)	(5)
PKB316D	Public Sector Marketing IIIB	(6)	(5)

TOTAL CREDITS FOR THE SEMESTER: 60

TOTAL CREDITS FOR THE THIRD YEAR: 120

TOTAL CREDITS FOR OPTION I: 360

**OPTION 2: LOCAL GOVERNMENT (DPPB20)**

**FIRST YEAR**

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
CCU105D	Communication for Academic Purpose IA	(5)	(10)	
INY125D	Information Literacy IB (block mode)	(5)	(2)	
LSK125D	Life Skills IA (block mode)	(5)	(2)	

**FIRST SEMESTER**

LCA115D	Local Government Economics IA	(5)	(10)
LGA115D	Local Government IA	(5)	(12)
PUA115D	Public Affairs IA	(5)	(12)

**plus one of the following modules:**

ILA115D	Introduction to Political Theory IA	(5)	(10)
ITK115D	Introduction to the Theory of Knowledge IA	(5)	(10)



## SECOND SEMESTER

CPL115D	Computer Literacy IB	(5)	(10)	
LCB115D	Local Government Economics IB	(5)	(10)	Local Government Economics IA
LGB115D	Local Government IB	(5)	(12)	Local Government IA
PUB115D	Public Affairs IB	(5)	(12)	Public Affairs IA
STB115D	Statistics for Managing Public Affairs IB	(5)	(8)	

**plus one of the following modules:**

ITL115D	International Trade and Local Government IB	(5)	(10)	
LGI115D	Local Government Investment IB	(5)	(10)	

TOTAL CREDITS FOR THE FIRST YEAR: **120**

## SECOND YEAR

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
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### FIRST SEMESTER

HCA216D	Managing Human Capital in the Public Sector IIA	(6)	(10)	Public Affairs IA Public Affairs IB
IKA216D	Information and Knowledge Management IIA	(6)	(10)	Communication for Academic Purpose IA
LGA216D	Local Government IIA	(6)	(10)	Local Government IA Local Government IB
MFA216D	Municipal Finance IIA	(6)	(10)	Local Government Economics IA Local Government Economics IB
PUA216D	Public Affairs IIA	(6)	(10)	Public Affairs IA Public Affairs IB

**plus one of the following modules:**

MLD216D	Management of Local Development IIA	(6)	(10)	
PEL216D	Political Economy of Local Government IIA	(6)	(10)	

TOTAL CREDITS FOR THE SEMESTER: 60

### SECOND SEMESTER

HCB216D	Managing Human Capital in the Public Sector IIB	(6)	(10)	Managing Human Capital in the Public Sector IIA
LGB216D	Local Government IIB	(6)	(10)	Local Government IIA
MFB216D	Municipal Finance IIB	(6)	(10)	Municipal Finance IIA
PUB216D	Public Affairs IIB	(6)	(10)	Public Affairs IIA
MNL216D	Municipal Law IIB	(6)	(10)	Local Government IA Local Government IB

**plus one of the following modules:**

ILB216D	International Local Government Law IIB	(6)	(10)	
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OTB216D	Organisation Theory and Institutional Design IIB	(6)	(10)	
TOTAL CREDITS FOR THE SEMESTER:			60	
TOTAL CREDITS FOR THE SECOND YEAR:			<b>120</b>	

### THIRD YEAR

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
<b>FIRST SEMESTER</b>				
HCA316D	Managing Human Capital in the Public Sector IIIA	(6)	(10)	Managing Human Capital in the Public Sector IIA Managing Human Capital in the Sector IIB
LGA316D	Local Government IIIA	(6)	(10)	Local Government IIA Local Government IIB
MFA316D	Municipal Finance IIIA	(6)	(10)	Municipal Finance IIA Municipal Finance IIB
PIA316D	Policy Studies and Interpretation of Statutes IIIA	(6)	(10)	Public Affairs IIA Public Affairs IIB
PUA316D	Public Affairs IIIA	(6)	(10)	Public Affairs IIA Public Affairs IIB
<b>plus one of the following modules:</b>				
GVA316D	Governmental Relations IIIA	(6)	(10)	
PVA316D	Property Valuation and Real Estate IIIA	(6)	(10)	
TOTAL CREDITS FOR THE SEMESTER:			60	
<b>SECOND SEMESTER</b>				
HCB316D	Managing Human Capital in the Public Sector IIIB	(6)	(10)	Managing Human Capital in the Public Sector IIIA
LGB316D	Local Government IIIB	(6)	(10)	Local Government IIIA
MFB316D	Municipal Finance IIIB	(6)	(5)	Municipal Finance IIIA
PUB316D	Public Affairs IIIB	(6)	(10)	Public Affairs IIIA
WPA316D	Public Affairs in Praxis IIIB	(6)	(20)	Public Affairs IIA Public Affairs IIB
<b>plus one of the following modules:</b>				
EMB316D	Environmental Management and Sustainable Development IIIB	(6)	(5)	
PKB316D	Public Sector Marketing IIIB	(6)	(5)	
TOTAL CREDITS FOR THE SEMESTER:			60	
TOTAL CREDITS FOR THE THIRD YEAR:			<b>120</b>	
TOTAL CREDITS FOR OPTION 2:			<b>360</b>	



## MODULE INFORMATION (OVERVIEW OF SYLLABUS)

The syllabus content is subject to change to accommodate industry changes. Please note that a more detailed syllabus is available at the department or in the study guide that is applicable to a particular module. At time of publication, the syllabus content was defined as follows:

### A

#### **ADMINISTRATIVE LAW IIB (ALW216D)**

**1 X 3-HOUR PAPER**

*(Module custodian: Department of Law)*

The module will equip a student with the knowledge and understanding of the origin and principles of administrative law, and how administrative law relates to other fields of law. A student will also be able to explain administrative law in political system, demonstrate insight into the workings of bureaucratic institutions, including particularly delegation of power, show an understanding of how policies are implemented through administrative agencies, and explain the role of administrative agencies in the processes of government, rule-making, adjudication and judicial review of agency actions. (Total notional time: 100 hours)

### C

#### **COMMUNICATION FOR ACADEMIC PURPOSE IA (CCU105D)**

**1 X 3-HOUR PAPER**

*(Module custodian: Department of Applied Languages)*

A workable knowledge of English is an essential skill for any graduate who is required to conduct themselves successfully in a professional working environment. This module will equip students with the competencies required to compose a selection of written texts related to communicating both internally and externally within a professional environment. In addition, the module includes strategies that are essential for the effective communication in various situations, including small groups to avoid unproductive conflict, a multicultural context, etc. (Total notional time: 100 hours)

#### **COMPUTER LITERACY IB (CPL115D)**

**CONTINUOUS ASSESSMENT**

*(Module custodian: End User Computing Unit)*

This module provides foundational knowledge in computing fundamentals, essential digital skills in key applications based on MS Office Suite and network basics (i.e. MS Outlook and Internet). Online exams are mapped with End-User Computing: SAQA 49077 (61591) Core Element as well as Internet and Computing Core Certification (IC3). (Total notional time: 100 hours)

#### **CONSTITUTIONAL LAW IB (CON115D)**

**1 X 3-HOUR PAPER**

*(Module custodian: Department of Law)*

The module will equip a student with understanding, meaning and purpose of the Constitution, and be able to discuss the history of the Constitution and explain the origin and principles of Constitutional law. The student will understand how Constitutional Law relates to other fields of law such as administrative, and explain the meaning of constitutional state, supremacy of the constitution, rule of law and legality. A student will also demonstrate insight into the institutional framework within which state power is exercised, especially within the context of the doctrine of separation of powers. (Total notional time: 100 hours)

### E

#### **ENVIRONMENTAL MANAGEMENT AND SUSTAINABLE DEVELOPMENT IIB (EMB316D)**

**1 X 3-HOUR PAPER**

*(Module custodian: Department of Public Management)*

A student will be able to explain the meaning of environmental management and sustainable development, discuss interrelationship between economic progress, environmental management and individual well-being, and in the context of environmental management, discuss the implication of globalisation on sustainable growth. A student will also be able to discuss the following components of sustainable development: social, economic, ethical and ecological components, and determine how these components of sustainable developments could be balanced. (Total notional time: 50 hours)



**G**

<b>GOVERNANCE AND PUBLIC LEADERSHIP IA (GLA115D)</b>	<b>1 X 3-HOUR PAPER</b>
<b>GOVERNANCE AND PUBLIC LEADERSHIP IB (GLB115D)</b>	<b>1 X 3-HOUR PAPER</b>
<i>(Module custodian: Department of Public Management)</i>	

The module will equip a student with foundational knowledge as it relates to public affairs. This makes the first part of the purpose of the programme. A student will be able to discuss the history and system of governance in South Africa, the colonial, apartheid and democratic era, and further be able to explain and discuss the principle of constitutional democracy and its implication as the organising principle of the post-apartheid state, and how this principle is enhanced through checks and balances, and explain and discuss the macro-organisation of the state, including the different organs of the state and their strategic mandates. (Total notional time: 120 hours)

<b>GOVERNANCE AND PUBLIC LEADERSHIP IIA (GLA216D)</b>	<b>1 X 3-HOUR PAPER</b>
<b>GOVERNANCE AND PUBLIC LEADERSHIP IIB (GLB216D)</b>	<b>1 X 3-HOUR PAPER</b>
<i>(Module custodian: Department of Public Management)</i>	

The module will equip a student with foundational knowledge as it relates to public affairs. This makes the first part of the purpose of the programme. The emphasis is on the scope of knowledge and knowledge literacy. The exit level outcomes for the module are that the a student should be able to discuss the evolution of the post-apartheid public service, identify and explain the challenges of the post-apartheid bureaucracy, explain and discuss ethical leadership and good governance, and explain the concept and theory of public leadership. (Total notional time: 100 hours)

<b>GOVERNANCE AND PUBLIC LEADERSHIP IIIA (GLA316D)</b>	<b>1 X 3-HOUR PAPER</b>
<b>GOVERNANCE AND PUBLIC LEADERSHIP IIIB (GLB316D)</b>	<b>1 X 3-HOUR PAPER</b>
<i>(Module custodian: Department of Public Management)</i>	

This module will equip a student with foundational and practical knowledge for application in the management of public affairs, focusing specifically on issues of governance and public leadership. The module will provide learners with leadership skills that would enable them to function optimally in the public sector: negotiations, conflict management, decision-making, problem-solving, and interpersonal relations. (Total notional time: 100 hours)

<b>GOVERNMENTAL RELATIONS IIIA (GVA316D)</b>	<b>1 X 3-HOUR PAPER</b>
<i>(Module custodian: Department of Public Management)</i>	

This module is aimed at enabling a student to clearly explain the concept of intergovernmental relations, including its origin, various approaches, and classification of intergovernmental relations, the structure of government in intergovernmental relations, and discuss various models of intergovernmental relations and the evolution of intergovernmental relations. A student will also be able to analyse intergovernmental relations in South Africa, relate intergovernmental relations to service delivery, and reflect on co-operative governance as a variable of intergovernmental relations. (Total notional time: 100 hours)

**I**

<b>INFORMATION AND KNOWLEDGE MANAGEMENT IIA (IKA216D)</b>	<b>1 X 3-HOUR PAPER</b>
<b>INFORMATION AND KNOWLEDGE MANAGEMENT IIB (IKB216D)</b>	<b>1 X 3-HOUR PAPER</b>
<i>(Module custodian: Department of Public Management)</i>	

The module will equip a student with foundational and practical knowledge on information and knowledge management. A student will be able to delineate the distinction between information management and knowledge management, explain the concept of informatisation of society, determine the implication of information and communication technologies on public affairs, make a distinction between e-government and e-governance, and assess the feasibility of e-democracy and e-voting. (Total notional time: 100 hours)

<b>INFORMATION LITERACY IB (INY125D)</b>	<b>CONTINUOUS ASSESSMENT</b>
<i>(Module custodian: Directorate of Library and Information Services)</i>	

Introduction of information literacy. Development of a search strategy and application of a search string to search engines and academic databases. Evaluation of information sources. Ethical and legal use of information. (Total notional time: 20 hours)





**INTERNATIONAL FINANCE IIA (IFI216D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is meant to equip students with the international financial system and to understand the state of the world economy and relate globalisation to international power relations. A student will be able to explain how exchange rates, inflation, current accounts and balance of payments are determined, and calculate the current deficits. Furthermore, a student will be able to explain and discuss the implications of the liberalisation of the emerging markets economies on the world economy, and analyse the international financial architecture. (Total notional time: 100 hours)

**INTERNATIONAL LOCAL GOVERNMENT LAW IIB (ILB216D)****1 X 3-HOUR PAPER****(Module custodian: Department of Law)**

The module is intended to equip a student with knowledge and understanding of the international local government law and to demonstrate how the traditional way of creating local government laws is changing in an increasingly internationalisation of public affairs. A student should be able to understand, identify and analyse international treaties, agreements, and commitments and their implications on local government, and to show how negotiations of international trade agreements, decisions of international tribunals, United Nations and African Union Treaties. (Total notional time: 100 hours)

**INTERNATIONAL POLITICS IIB (IPO216D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The aim of the module is to equip students with knowledge that will enable them to explain the configuration of the international political system, the changing character of international politics, the principle of international relations, and critically evaluate the state of global politics and determine their implications on the administration of the state. (Total notional time: 100 hours)

**INTERNATIONAL RELATIONS AND DIPLOMACY IIIA (IRA316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

At the end of the module a student will understand how sovereign states relate in the international system, demonstrate understanding of the history of international relation system and explain how international relation system is maintained, how diplomacy is structured to manage international relations, and maintain co-operative relationships among the nation states, and achieve collective capacity to solve interstate conflicts. Furthermore, a student will be able to explain the role of international organisations in international relations, the theory and institution of diplomacy, and the process of diplomacy. (Total notional time: 100 hours)

**INTERNATIONAL TRADE AND LOCAL GOVERNMENT IB (ITL115D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is designed to equip a student with foundational knowledge on international trade and its implication on local government, and to understand and explain the meaning and purpose of international trade agreements, the implication of trade agreements and globalisation on the municipalities, especially from regulations and rules point of view (by-laws), and to identify and analyse international trade agreements and their implications on local economic development. (Total notional time: 100 hours)

**INTERNATIONAL TRADE IIIA (ITA316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

At the end of this module, a student will be equipped with knowledge on what determines the flow of goods across the countries and flow of savings and investment from one country to another, and be able to discuss globalisation and international trade. Furthermore, a student will be able to explain the implication of free trade agreements on domestic economy, describe the global financial architecture and their role in the world economy, and demonstrate clear understanding of aspects such as exchange rates and account deficit and their implications on international trade. (Total notional time: 100 hours)

**INTRODUCTION TO POLITICAL THEORY IA (ILA115D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

At the end of this module a student will be able to understand what political theory is, based on the major concepts and ideas that underpin its essence; read, understand and dissect the thoughts and texts of prominent political theorists such as Plato, Aristotle, Marx, Machiavelli, Nietzsche, Locke, and Gramsci; analyse political arguments, and a student ability to formulate their own as part of the discourse on how to manage co-existence in the public sphere, and articulate the history of political theory: ancient political theory, social contract tradition, utilitarian tradition, critical tradition, and contemporary liberalism. (Total notional time: 100 hours)



**INTRODUCTION TO THE THEORY OF KNOWLEDGE IA (ITK115D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

At the end of the module a student will be able to explain the meaning of, and sources of knowledge and the main theories of knowledge: foundationalism, coherentism, reliabilism, and virtue epistemology. They will also be able to explain the Gettier problem, internalism and externalism, scepticism, the problem of epistemic circularity, the problem of criterion, a priori knowledge and naturalised epistemology, and make a distinction between epistemology, gnosology and ontology. Again, they will be able to locate the epistemological, ontological and gnosological disposition of public affairs as a disciplinary pursuit. (Total notional time: 100 hours)

**L****LIFE SKILLS IA (LSK125D)****CONTINUOUS ASSESSMENT****(Module custodian: Directorate of Student Development and Support)**

Personal, socio-emotional and academic skills development for students in higher education. This module includes 1. Intra- and interpersonal skills (e.g. emotional intelligence, relationships, and conflict management); 2. General study skills (e.g. time management, goal setting, learning styles); 3. Health and wellness (e.g. HIV/AIDS, GBV issues, substance abuse); 4. Student life and adjustment (e.g. identity development, adjusting to a higher education environment); and 5. Financial management. (Total notional time: 20 hours)

**LOCAL GOVERNMENT IA (LGA115D)****1 X 3-HOUR PAPER****LOCAL GOVERNMENT IB (LGB115D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module introduces a student to the concept of local government in the context of its historiography, attributes, and as a political instrument for development and a means to institutionalise democracy. A student should be able to contextualise local government and underscore its essence in the broader context of the concept of government, discuss democracy, liberty, equality, and tolerance as ends of local government. (Total notional time: 120 hours)

**LOCAL GOVERNMENT IIA (LGA216D)****1 X 3-HOUR PAPER****LOCAL GOVERNMENT IIB (LGB216D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is designed to enhance a student's foundational insight into local government, and equip them with practical knowledge of local government in relation to the praxis of the local sphere of government. A student should be able to reflect on local government in the context of political leadership, party systems and representation, and discuss the new way of managing local government for improved delivery of services. (Total notional time: 100 hours)

**LOCAL GOVERNMENT IIIA (LGA316D)****1 X 3-HOUR PAPER****LOCAL GOVERNMENT IIIB (LGB316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is designed to expand a student's theoretical insight and practical knowledge of local government, by focusing electoral politics and local government, philosophy of utilitarianism and local government, and service delivery. A student should be able to illustrate how local government/ municipal elections institutionalise local democracy, explain South Africa's electoral system and its implications of local government elections, and analyse voter behaviour and pattern in South Africa. (Total notional time: 100 hours)

**LOCAL GOVERNMENT ECONOMICS IA (LCA115D)****1 X 3-HOUR PAPER****LOCAL GOVERNMENT ECONOMICS IB (LCB115D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is designed to equip a student with the knowledge of the basic concepts and theories of local government economics. A student should be able to explain the economic basis of local government - the economic efficiency case for decentralised government: defining decentralisation; the allocative efficiency case for local government; technical efficiency and economies of scale; the trade-offs between decentralisation and economies of scale. A student will also understand the composition of local government expenditure; the macroeconomic rationale for central government control; the microeconomic rationale for central government control, and the economics of local government charges: achieving equity via exemptions and concessions, alternative charging methodologies; international charging practices, politics and charging practices. (Total notional time: 100 hours)



**LOCAL GOVERNMENT INVESTMENT IB (LGI115D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is designed to expose a student on share Investment and dividends in the context of municipality. A student will also understand dividends, shares, returns, risks, tax advantage, capital gains and tax advantage. (Total notional time: 100 hours)

**M****MANAGING HUMAN CAPITAL IN THE PUBLIC SECTOR IIA (HCA216D)****1 X 3-HOUR PAPER****MANAGING HUMAN CAPITAL IN THE PUBLIC SECTOR IIB (HCB216D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is designed to equip a student with foundational and practical knowledge as it relates to public affairs. A student should be able to make a distinction between human capital and human resources management, explain human capital management, contextualise and apply the concept of human capital in the public sector, and link human capital to organisational vision, mission and strategy. (Total notional time: 100 hours)

**MANAGING HUMAN CAPITAL IN THE PUBLIC SECTOR IIIA (HCA316D)****1 X 3-HOUR PAPER****MANAGING HUMAN CAPITAL IN THE PUBLIC SECTOR IIIB (HCB316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is designed to equip a student with foundational and practical knowledge as it relates to public affairs. A student should be able to explain and discuss public sector compensation, show how public sector compensation is determined and how leaves are managed in the public sector. A student is also expected to have the ability to discuss the concept and praxis of performance management in the public sector and to show how talent can be retained and how knowledge can be managed. (Total notional time: 100 hours)

**MANAGEMENT OF LOCAL DEVELOPMENT IIA (MLD216D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The aim of the module is to assist a student to understand development theory, the concept of sustainable development and the role of local government towards its pursuit. A student will be able to describe and explain a range of international trends in economic development and conceptualise and theorise developmental local government. A student will be able to contribute toward the formulation of integrated development plan (IDP) to achieve developmental local government and conceptualise and design local economic development (LED) plans and strategies, and link IDP and LED for strategic coherence in the pursuit of the developmental local government. (Total notional time: 100 hours)

**MUNICIPAL FINANCE IIA (MFA216D)****1 X 3-HOUR PAPER****MUNICIPAL FINANCE IIB (MFB216D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is intended to equip a student with knowledge and understanding of the legislative framework for municipal finance, governance issues relating to municipal administration, municipal budgeting, financial report, revenue management and administration of debts, cash management and supply chain management. A student should be able to describe the legislative framework relating to municipal finance, and to demonstrate extensive understanding of the governance issues relating to the administration of the municipalities. (Total notional time: 100 hours)

**MUNICIPAL FINANCE IIIA (MFA316D)****1 X 3-HOUR PAPER****MUNICIPAL FINANCE IIIB (MFB316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is intended to equip a student with knowledge and understanding of important issues of municipal finance. A student should be able to conduct stakeholder consultation and municipal finance, apply inter-governmental fiscal relation legislation to municipal financial management and techniques and statutes to cash and investment management in a municipal context, to understand risk management and apply its principles in a municipal setting, design internal control and internal evaluation framework for municipal finance, and to conduct performance management for municipalities. (Total notional time: 100 hours for MFA316D and 50 hours for MFB316D)



**MUNICIPAL LAW IIB (MNL216D)**  
*(Module custodian: Department of Law)*

**1 X 3-HOUR PAPER**

The module is intended to equip a student with knowledge and understanding of the constitutional and legislative position of local government in a constitutional democracy, including its roles and duties. A student should be able to explain the constitutional and legislative position of local government in a constitutional democracy, discuss the roles and duties of municipalities, explain how municipal council is constituted, including their term of office, internal arrangements in relation to the management and functioning of municipalities in South Africa's legal system and the basic legal principles relevant to the administration of local government. (Total notional time: 100 hours)

**O**

**ORGANISATION THEORY AND INSTITUTIONAL DESIGN IIB (OTB216D)** **1 X 3-HOUR PAPER**  
**ORGANISATIONAL THEORY AND INSTITUTIONAL DESIGN IIIB (OTB316D)** **1 X 3-HOUR PAPER**  
*(Module custodian: Department of Public Management)*

The module is designed to equip a student with the understanding and the meaning and purpose of the Constitution so as to explain the origin and purpose of the Constitution, and to explain the principles of Constitutional Law and how it relates to other fields of law such as administrative. Furthermore, a student will be able to explain the meaning of constitutional state, supremacy of the constitution, rule of law and legality, and to demonstrate insight into the institutional framework within which state power is exercised, especially within the context of the doctrine of separation of powers. Furthermore, a student will be able to explain how state power is exercised within the confines of the constitution, list and categorise various human rights, and determine their implications on the administration of the state. (Total notional time: 100 hours for OTB216D and 50 hours for OTB316D)

**P**

**POLICY STUDIES AND INTERPRETATION OF STATUTES IIIA (PIA316D)** **1 X 3-HOUR PAPER**  
*(Module custodian: Department of Public Management)*

At the end of this module, a student will be able to define public policy, explain and discuss theories/models/ perspectives of public policy, describe the process of public policy-making, and explain and discuss public policy implementation. Furthermore, a student will be able to initiate and formulate policy, analyse and evaluate public policy and understand how legislation is interpreted (Interpretation of statutes, and also to apply theories of interpretation of statutes, and articulate jurisprudential perspectives on statutory interpretations. (Total notional time: 100 hours)

**POLITICAL ECONOMY IIA (PEC216D)** **1 X 3-HOUR PAPER**  
*(Module custodian: Department of Public Management)*

This module is designed to provide a student with the knowledge and understanding of the relations among the state, economy and society, and to be able to demonstrate philosophical, theoretical, and conceptual insights into political liberalism and individualism, neo-classical economics, Marxism, sociological and cultural theories, and neo-institutionalism. A student will also be able to explain the tools of modern economy, discuss the political economy of African development and understand the political economy of international organisations. Furthermore, a student will be able to explain the influence of economic relations between states on domestic and international relations, and be able to discuss the political economy of the administration of the state. (Total notional time: 100 hours)

**POLITICAL ECONOMY OF LOCAL GOVERNMENT IIA (PEL216D)** **1 X 3-HOUR PAPER**  
*(Module custodian: Department of Public Management)*

The module is designed to enable a student to discuss the notion of fiscal decentralisation, explain measures that could be put in place to ensure municipal budget control, and explain the interplay of local taxation, spending and development and its implication on local economy. A student will also be able to identify and explain local financial instruments, explain inter-sphere fiscal flows, critically discuss the politics and economics of equitable share and municipal grants, and discuss public choice economics and its implication on local government, and the political and economic theory of expenditures of local government. (Total notional time: 100 hours)



**PROPERTY VALUATION AND REAL ESTATE IIIA (PVA316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is designed to provide a student with knowledge on the concept of property valuation and real estate, their theoretical foundation and praxis, and to explain, from the local government economics perspective, property valuation and real estate (property economics and finance). A student will also be able to explain property valuation and demonstrate how it is done, the principle of property law and the provision of law on property valuation. A student will also be able to determine strategic investment opportunities in the real estate economy for local economic development. (Total notional time: 100 hours)

**PUBLIC AFFAIRS IA (PUA115D)****1 X 3-HOUR PAPER****PUBLIC AFFAIRS IB (PUB115D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is designed to equip a student with foundational knowledge as it relates to public affairs. This makes the first part of the purpose of the programme. Other parts are achieved at the progressive levels of the module in the following years, where the focus is on practical knowledge, competencies and contextually relevant skills to effectively manage public affairs. A student should be able to explain and analyse the meaning of public affairs, and discuss the essentials of public affairs, with specific focus on the origin, theories of state, political geography, sovereignty and globalisation, modern state and democracy. (Total notional time: 120 hours)

**PUBLIC AFFAIRS IIA (PUA216D)****1 X 3-HOUR PAPER****PUBLIC AFFAIRS IIB (PUB216D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is designed to equip a student with foundational and practical knowledge as it relates to public affairs. It complements the first part of the purpose of the programme, which is addressed in the first level of the module. In other words, this module focuses on foundational and practical knowledge, competencies and contextually relevant skills to effectively manage public affairs. A student should be able to explain and discuss the philosophy of humanism, explain and discuss theory of justice and social equity, identify, explain and discuss the functions of managing public affairs: public affairs environments, management of change, issue management, decision-making, policy-making, stakeholder relations, sectoral and collaborative governance, and identify, explain, discuss and apply the principles of managing public affairs. (Total notional time: 100 hours)

**PUBLIC AFFAIRS IIIA (PUA316D)****1 X 3-HOUR PAPER****PUBLIC AFFAIRS IIIB (PUB316D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is designed to equip a student with foundational and practical knowledge for application in the management of public affairs, and provide learners with skills that would enable them to communicate effectively in interacting in the public space, engage in systematic inquiry, gather and analyse information, and make decisions for the effective administration of the state. A student will be able to conceptualise, originate, innovate, invent, and design institutional infrastructure and strategies for the optimisation of policy implementation and service delivery improvement. (Total notional time: 100 hours)

**PUBLIC AFFAIRS IN PRAXIS IIIB (WPA316D)****WORK-INTEGRATED LEARNING****(Module custodian: Department of Public Management)**

The module is meant to equip a student with practical application of theoretical knowledge gained throughout the duration of their studies, and align their academic and workplace practices for the development of their work ethics and interrelationship skills. At the end of this module, a student will be able to display professionalism while interacting with colleagues and their seniors in a work environment. (Total notional time: 200 hours)

**PUBLIC SECTOR ECONOMICS IA (PEA115D)****1 X 3-HOUR PAPER****PUBLIC SECTOR ECONOMICS IB (PEB115D)****1 X 3-HOUR PAPER****(Module custodian: Department of Public Management)**

The module is designed to equip a student with foundational knowledge as it relates to public affairs. This makes the first part of the purpose of the programme. Other parts are achieved at the progressive levels of the module in the following years, where the focus is on practical knowledge, competencies and contextually relevant skills to effectively manage public affairs. A student should be able to explain the meaning of economics, contrast micro economics with macro-economics, and their attendant theories, to articulate their influence in framing the logic of managing public affairs on the basis of economic efficiency and equity, determine the implication of economics on the management of public affairs, and articulate the theory of public good, public interest, public benefit and public money. (Total notional time: 100 hours)



**PUBLIC SECTOR ECONOMICS IIA (PEA216D)** 1 X 3-HOUR PAPER  
**PUBLIC SECTOR ECONOMICS IIB (PEB216D)** 1 X 3-HOUR PAPER

*(Module custodian: Department of Public Management)*

The module is designed to assist a student in distinguishing between monetary and fiscal policy, explain how monetary policy's goal, proximate targets and instruments work together as a system, and explain and discuss statecraft and state finances. (Total notional time: 100 hours)

**PUBLIC SECTOR ECONOMICS IIIA (PEA316D)** 1 X 3-HOUR PAPER

*(Module custodian: Department of Public Management)*

The module is meant to expose a student the economics of the public sector that will enable them to explain the concept of public financial management, with focus on: revenue and cash management, accounting, public accountability and financial control, performance management, medium term expenditure plan, business plan, public procurement and asset management, explain intergovernmental grants and fiscal relations, and describe and apply the legislative framework (principles) for the management of public finances in South Africa. (Total notional time: 100 hours)

**PUBLIC SECTOR ECONOMICS IIIB (PEB316D)** 1 X 3-HOUR PAPER

*(Module custodian: Department of Public Management)*

The module is designed to equip a student with foundational and largely practical knowledge as it relates to public affairs. A student should be able to explain the concept of public financial management, with focus on: revenue and cash management, accounting, public accountability and financial control, performance management, medium term expenditure plan, business plan, public procurement and asset management, explain intergovernmental grants and fiscal relations, and describe and apply the legislative framework (principles) for the management of public finances in South Africa. (Total notional time: 50 hours)

**PUBLIC SECTOR ETHICS IB (PHB115D)** 1 X 3-HOUR PAPER

*(Module custodian: Department of Public Management)*

The aim of the module is to equip a student with understanding of the concepts and theories of public sector ethics, and apply the concepts and theories of public sector ethics to the real world of work. They will also be able to identify and analyse relevant materials/prescriptions for public sector ethics and apply them, examine various approaches to codifying and enforcing public sector ethics and assess the state of public sector ethics in the administration of the state. (Total notional time: 100 hours)

**PUBLIC SECTOR MARKETING IIIB (PKB316D)** 1 X 3-HOUR PAPER

*(Module custodian: Department of Public Management)*

The module is designed to equip a student with the knowledge, skills and competencies of how to market public sector services as means to institutionalise their legitimacy. A student should be able to explain the basic concepts of marketing and their applicability in the public sector, explain the history of the concept of public sector marketing and the significance of public sector marketing, identify aspects of the public sector which require marketing, describe the structural and process characteristics of public sector services for marketing, and use public sector marketing to engage organisational teams, facilitate policy implementation, increase revenue, increase service utilisation, increase compliance with laws, increase citizen behaviour to protect the environment, decrease costs for service delivery, improve citizen satisfaction, and engender citizen support. (Total notional time: 50 hours)

## S

**STATISTICS FOR MANAGING PUBLIC AFFAIRS IB (STB115D)** 1 X 3-HOUR PAPER

*(Module custodian: Department of Public Management)*

The module will equip a student with skills to use statistical models to optimise decision and policy-making, conduct basic statistical analyses of raw data for policy practice, evaluate statistical research performed to inform policy decisions, and make a distinction between good and poor research. A student will also be able to analyse data using descriptive statistics, use data to draw conclusion and test for relationship, and use principles of regression analysis to understand social phenomena. (Total notional time: 80 hours)

