

# ADVANCED DIPLOMA IN HUMAN RESOURCE MANAGEMENT

AdvDip (Human Resource Management) - NQF Level 7 (120 credits)

**Qualification code: ADGH19**

(Specialisation codes for admission and registration: ADHD19 / ADHR19 / ADLR19)

SAQA ID: 99695, CHE NUMBER: H/H16/E031CAN

Campus where offered:

Pretoria, eMalahleni and Polokwane campuses

## REMARKS

- a. *Admission requirement(s):*  
A National Diploma: Human Resources Management, or a Diploma in Human Resource Management, or an equivalent qualification at NQF Level 6 with a minimum of 360 credits. Preference will be given to applicants with an average of 60% in the third-year of study.
- b. *Selection criteria:*  
Admission is subject to selection. All applicants received by the published due date will be evaluated and ranked according to the average achieved for all third-year modules/subjects. Only the top performing applicants will be selected as per Departmental Student Enrolment Plan (SEP). Selection will be done in January and results will be published on departmental notice boards and communicated to applicants per e-mail.
- 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:*  
Block-mode classes (offered in the day and evenings).
- f. *Minimum duration:*  
One year.
- g. *Exclusion and readmission:*  
See Chapter 2 of Students' Rules and Regulations.

## CURRICULUM

### ATTENDANCE

Modules are offered in blocks as determined by the Department.

CODE	MODULE	NQF-L	CREDIT
AST127V	Advanced Strategic Management IV	(7)	(20)
HRM127V	Advanced Human Resource Management IV	(7)	(30)
RHR107V	Research Methodology IV (year module)	(7)	(30)

plus two modules from one of the following options:

#### Option 1: ADHD19 - Human Resource Development (Pretoria Campus only)

HRD127V	Advanced Human Resource Development IV	(7)	(20)
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HRS127V	Advanced Human Resource Development Strategy and Policy IV	(7)	(20)
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**Option 2: ADHR19 - Human Resource Management (Pretoria and eMalahleni campuses only)**

HRD127V	Advanced Human Resource Development IV	(7)	(20)
LRS127V	Advanced Labour Relations IV	(7)	(20)

**Option 3: ADLR19 - Labour Relations (Pretoria and Polokwane campuses only)**

CBN127V	Advanced Collective Bargaining and Negotiation IV	(7)	(20)
LRS127V	Advanced Labour Relations IV	(7)	(20)

TOTAL CREDITS FOR THE QUALIFICATION: **120**

## 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

#### **ADVANCED COLLECTIVE BARGAINING AND NEGOTIATION IV (CBN127V)**

**CONTINUOUS ASSESSMENT**

*(Module custodian: Department of People Management and Development)*

This module will equip students to differentiate between collective bargaining, trade unionism, worker participation, worker representation and negotiation and to resolve such problems and gain knowledge of the development of the South African collective bargaining system and relate and explain modern collective bargaining challenges. To analyse the nature and role of negotiation and other conflict resolution procedures that are typically applied in South African collective bargaining systems. (Total notional time: 200 hours)

#### **ADVANCED HUMAN RESOURCE DEVELOPMENT IV (HRD127V)**

**CONTINUOUS ASSESSMENT**

*(Module custodian: Department of People Management and Development)*

The purpose of the module is to enable students to demonstrate knowledge to manage the entire Human Resources Development process within the organisation, public and private sectors on a local and national context in order to contribute to the achievement of overall business objectives. Students will embark on a specialist career in the field of Human Resource Development through their applied competence in the application of HRD principles, technologies and practices in any organisational context. (Total notional time: 200 hours)

#### **ADVANCED HUMAN RESOURCE DEVELOPMENT STRATEGY AND POLICY IV (HRS127V)**

**CONTINUOUS ASSESSMENT**

*(Module custodian: Department of People Management and Development)*

The purpose of the module is to enable students to demonstrate and apply integrated knowledge to align the Human Resources Development strategy and policy within organisations on a local and national context in order to contribute to the achievement of their overall business objectives. Students will embark on a specialist career in the field of Human Resource Development through their applied competence in the alignment and application of the National Skills Development Strategy with the overall Human Resource Development strategies in organisations. (Total notional time: 200 hours)

#### **ADVANCED HUMAN RESOURCE MANAGEMENT IV (HRM127V)**

**CONTINUOUS ASSESSMENT**

*(Module custodian: Department of People Management and Development)*

Increased depth of knowledge of personnel management rather than increased breadth of knowledge, the promotion and development of independent study and thought in the module, improved preparedness in respect of personnel management at a strategic level in the organisation. Display a deeper theoretical knowledge of the context and application of strategic Human Resource Management in the modern organisation including relevant theories, models and practical application examples. (Total notional time: 300 hours)



**ADVANCED LABOUR RELATIONS IV (LRS127V)****CONTINUOUS ASSESSMENT*****(Module custodian: Department of People Management and Development)***

This module will equip students to analyse the labour relations management systems in organisational level labour relations management. To describe, develop, apply and critically evaluate a variety of pro-active labour relations management strategies, policies, procedures and practices in organisational level labour relations management systems in order to maintain and advance labour peace, stability and ethical conduct in organisational level labour relations systems. (Total notional time: 200 hours)

**ADVANCED STRATEGIC MANAGEMENT IV (AST127V)****CONTINUOUS ASSESSMENT*****(Module custodian: Department of Management and Entrepreneurship)***

The strategic management process; strategic planning for business activities outside the country; ethics in business; vision and mission statement; different types of strategies such as intensive, diversification, integration strategies, etc.; detailed analysis of both internal and external environments including IFE, EFE, CPM, external forces, matrixes, Porter's generic strategies and five forces model; strategic selection; strategy implementation; and strategy evaluation and control. (Total notional time: 200 hours)

**R****RESEARCH METHODOLOGY IV (RHR107V)****CONTINUOUS ASSESSMENT*****(Module custodian: Department of People Management and Development)***

The purpose of this module is to introduce students to scientific research skills required to compile a basic research proposal for projects within a field of management sciences. This module lays the foundation for reviewing academic literature, selecting appropriate scientific research designs and methods in adherence to ethical research principles for projects within a field of management sciences. (Total notional time: 300 hours)

