



Fact Sheet

Bachelor of Business Administration in Project Management

- Evening classes (part time)



Bachelor of Business Administration in Project Management (Evening classes)

FACULTY OF BUSINESS AND MANAGEMENT

Higher Education Studies: 2023 Fact Sheet

Programme Title	SAQA ID	Credits	NQF
Bachelor of Business Administration in Project Management - Evening (Part time) classes*	117928	375	7

*Only available at Pretoria, Boksburg, Potchefstroom, Polokwane, Bloemfontein and Stellenbosch

Programme description

The Bachelor of Business Administration in Project Management is designed to provide opportunities for qualifying incumbents to access positions in middle to senior management in project management and administration within various fields of business and economic environments. The qualification will develop a well-rounded learner with the knowledge base, theory and methodology of project management and enable them to demonstrate initiative and responsibility in an academic or professional context.

This qualification comprises an in-depth study of vital project management principles and techniques. A range of modules allows learners to integrate knowledge and skills such as project planning, cost, quality, management, risk and IT software towards achieving a comprehensive overview of the effective and efficient management of projects. The qualification requires the execution of learning content in a specific order in line with the national and international accepted body of knowledge (PMBOK) linked to effective and efficient project management, to create a model forming a knowledge foundation towards progressive modules. The combination of modules included in this qualification aims to develop a learner who can support organisations in executing strategies, mitigating risks, defining budgets and scope towards achieving successful outputs. The qualification seeks to close that gap by producing graduates who can apply knowledge and skills that will support successful project outcomes and bottom-line growth.

The demand for project managers is not limited to a specific sector or workplace as most organisations pursue their strategies through the implementation of projects. This is evident in an article by the Project Management Institute which states that global senior executives ranked project management as critical in their ability to deliver success and remain competitive.

The need for project managers can be found in the field of business, banking, engineering and IT as all institutions in the new economy practice project management. Professional bodies like the Association of Project Management South Africa (APMSA) expressed the need for fundamental learning qualifications to prepare incumbents for a career in project management. The aim of such learning qualifications should be to develop a deepened understanding of the project and general management tools, techniques and best-practice methodologies. It should include a fundamental

understanding of business and wealth creation processes as well as a thorough understanding of the context within which organisations operate.

Projects are diverse, so a wide range of competencies is required to manage them and other similar systems and qualifications. This qualification aims to provide the knowledge and skills required for an individual to conduct projects successfully; be an effective project team member or team leader; undertake a range of project management tasks such as planning and execution of projects or sub-projects; understand and consider internal and external organisational environments in managing projects effectively. The necessity to obtain knowledge and develop practical skills and competencies is reiterated by the International Project Management Association (IPMA), stating that formal training should create a project manager with extended competencies.

Admission requirements

The minimum entry requirement for this qualification is:

- ▶ National Senior Certificate, NQF Level 4 granting access to bachelor's studies.
- Or
- ▶ Senior Certificate, NQF Level 4 with endorsement.
- Or
- ▶ National Certificate Vocational, NQF Level 4 granting access to bachelor's studies.
- Or
- ▶ Recognition of prior learning (RPL) may be applied for by applicants who do not meet the entry requirements.

Mode of Study | Duration

Evening classes (part time): 4 Years (Monday, Wednesday and Thursday evening classes per week) (and two Saturdays per month)

Programme outline

Year 1

Semester 1 Subjects:

- ▶ BMG511: Business Management 1A*
- ▶ PMG511: Project Management 1A*
- ▶ IPM511: IT Software Project Management 1A*
- ▶ FPM511: Finance in Project Management 1A*

Semester 2 Subjects:

- ▶ BMG512: Business Management 1B
- ▶ PMG512: Project Management 1B
- ▶ IPM512: IT Software Project Management 1B
- ▶ FPM512: Finance in Project Management 1B

Year 2

Semester 2 Subjects:

- ▶ MAC611: Macro-Economic Environment*
- ▶ PCM611: Project Communication Management 1A*
- ▶ BMG621: Business Management 2A*
- ▶ PMG621: Project Management 2A*

Semester 2 Subjects:

- ▶ MIC612: Micro-Economic Environment
- ▶ PCM612: Project Communication Management 1B*
- ▶ BMG622: Business Management 2B
- ▶ PMG622: Project Management 2B

Year 3

Semester 1 Subjects:

- ▶ PMG731: Project Management 3A*
- ▶ IPM731: IT Software Project Management 2A*
- ▶ IMS621: Information Systems 2A*
- ▶ FPM621: Finance in Project Management 2A*

Semester 2 Subjects:

- ▶ PMG732: Project Management 3B
- ▶ IPM622: IT Software Project Management 2B
- ▶ IMS622: Information Systems 2B*
- ▶ FPM622: Finance in Project Management 2B*

Year 4

Semester 1 Subjects:

- ▶ ORG731: Organisational Studies 3A*
- ▶ IPM731: IT Software Project Management 3A*
- ▶ RMP731: Research Methodology related to Project*
- ▶ BSL731: Business Law

Semester 2 Subjects:

- ▶ ORG732: Organisational Studies 3B
- ▶ IPM732: IT Software Project Management 3A
- ▶ PMR732: Project Management Research Paper

Overview of Modules

Business Management

In Business Management, the students will be introduced to the context of the modern business environment, management principles and the various functional areas of business and the resources required to manage these functions.

Project Management

The purpose of this module is to provide an overall introduction to project management. The module includes an introduction to the principles of project management and recognised standards of project management. The module explores the current trends and challenges in project management. CTU Training Solutions Students will also be introduced to how project management relates to other management aspects and business and organisational processes.

IT Software Project Management

The module will introduce the role of information and communication technology (ICT) in project management is to introduce students to software packages that are used in project management processes. This will enable the student to gain some practical experience in using general application software that they will use during project management.

Finance in Project Management

Finance in Project Management will introduce students to the basic principles, functions and activities of financing. The module also explores the value of project management to business financial sustainability and introduces finance management applications in project management.

Project Communication

The module will focus on introducing students to the importance of effective communication within an organisation. It will also teach the process to follow to embed effective communication in project management processes, i.e. small group and intercultural communication.

Economic Environment

This module aims to give students an understanding of microeconomic principles and the microeconomic environment of a business organisation. The module will familiarise students with the economic factors that are specific to a particular business organisation operating in its own environment.

Information Systems

This module will explore the components and environments of information systems. Information systems are combinations of software, hardware and communication networks used to collect, organise and distribute helpful information within organisations. The availability of reliable information, presented in an appropriate format, is the basis for sound decision making.

Organisational Studies

The student will explore the nature of organisations, organisational culture and different organisational structures. The module also investigates the nature of management and leadership in the organisational context. The module also focuses on how organisational culture, leading and management of teams can impact project management.

Business Law

The module aims to equip students to understand how organisations and projects are affected by the legal environment. This module will enable students to comply with legal requirements when performing their business activities

Teaching and Learning Methodology

A blended teaching and Learning methodology is followed. All theory classes will be conducted Virtually through Lecturer-led interactive teaching on a national basis. A flipped classroom approach will be followed in some sessions. This means that students are introduced to content at home and practice working through it during the applicable session, either the virtual theory sessions or the practical sessions. All students will be allocated to lecturers that are not necessarily based at the campus of enrollment but who will always be subject matter experts. CTU implements a national academic standard and all lecturers have been appointed on the same criteria and use the same academic content in the teaching and learning process. The adherence to a national academic standard is monitored by the Academic Management team at the Head office. Therefore, all students will continue to receive the same quality of education.

Students will attend some practical, group, and research sessions on campus or virtually. The same work and time will be spent on both methods, face to face and VLIT, with students. Extra practical sessions can be booked at the campus with the Campus Operational Manager.

Textbooks and e-guides

A list of prescribed textbooks will be provided in your e-guides. Students will receive an electronic version of the academic guides (e-guides) for this programme on the Teaching and Learning platform. Access is available to an electronic library of textbooks on O'Reilly, and it is included in the fees.

Technology hardware, software and data requirements

A laptop is required to access the VLIT sessions, all study material, and complete assessments etc.

For additional information please consult the CTU Bring your own device guide. [Device Specifications and Stationery List](#).

A minimum of 20 GB data per month (uncapped recommended) is required to access training material.

Student Support

Student support sessions with the facilitator will also take place on a one-on-one basis either virtually or physically at the campus per appointment or per the academic schedule.

Certification

On successful completion of the programme, the student will graduate with a Bachelor of Business Administration in Project Management Degree.

International Certification Included in the fees:

- ▶ **Year 1** - MS Word
- ▶ **Year 2** - MS PowerPoint
- ▶ **Year 3** - CompTIA Project + (PK0-005)

Further studies

This qualification allows vertical progression and may qualify graduates with the following options:

- ▶ Bachelor of Administration Honours in Management NQF level 8
- ▶ Bachelor of Business Administration Honours, NQF level 8

Students may pursue further studies at an accredited institution of Higher Education. Admission to further your studies at a different institution remains the prerogative of each institution and its academic council.

Career fields

Students can be employed in the following career fields:

- ▶ Project Administrator
- ▶ Project Coordinator
- ▶ Senior Project Manager
- ▶ Project Analyst
- ▶ IT Project Manager
- ▶ Financial Project Manager
- ▶ Risk Manager
- ▶ Project Consultant
- ▶ Project Controller
- ▶ Team Leader
- ▶ Project Officer
- ▶ Programme Manager
- ▶ Portfolio Manager
- ▶ Project Specialist

Pricing*

BBA in Project Management

Programme	Registration Fees	Tuition fee
Year 1	R9 000	R48 864
Year 2	R9 000	R51 307
Year 3	R9 000	R53 872
Year 4	R9 000	R56 565

* **Excludes external fees and identified textbooks if applicable.**

* **Prices are subject to annual adjustments.**

Payment

Visit our website to view the payment method. [Payment Methods](#).

[APPLY for Student Loan HERE!](#)

Additional costs

Students must make provision for additional items such as textbooks, stationery, supplementary examinations, research costs and printing, field trips etc.



Disclaimer

The content of this fact sheet is subject to change without notification due to market trends in the industry, legislation and/or programme version updates. Refer to website for the latest version of the prospectus. Creative & Technology Universitas, a division of CTU Training Solutions (PTY) Ltd, reserves the right to change the programme content without prior notice. Additional international exams may be written but are not included in the programme fee. Minimum student (capacity) group sizes will fall into the Virtual Instructor-Led programme commencing in the months of February & July of each year.

I (Name of student):..... hereby acknowledge that I understand the information stated in this document and fully comprehend the specifics explained above pertaining to this qualification.

Student signature:.....

Signature of legal guardian:.....

Name of legal guardian:.....

Consultant signature:.....

Name of sales consultant:.....

Date:.....

*** Please note the original signed copy should be kept on the student record file.**

CONTACT US

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