

HIGHER CERTIFICATE IN BUSINESS MANAGEMENT (HCBM)

Programme Overview

This programme develops fundamental management competencies which are required for a career in management, or for starting an entrepreneurial venture.

Core Modules

- Fundamentals of Business Management
- Fundamentals of Human Resource Management
- Fundamentals of Financial Management
- Principles of Marketing

Electives: Choice of two *

- Information and Communication Technology
- Project Management
- Retail Management
- Credit Management
- Quality and Customer Service Management
- Fundamentals of Sales Management
- Negotiation and Conflict Management
- Fundamentals of Operations Management

*Based on student numbers

Entry Requirements

- Applicants will need an NQF level 4 qualification (e.g. matric exemption or equivalent) and basic computer skills.

Programme Structure

- NQF level 5 qualification, with 120 credits.
 - This qualification is offered over 12 months.
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