Message from the Head of School

Dear prospective WBS PDBA student,

We are delighted that you are considering joining our Postgraduate Diploma in Business Administration programme.

The focus at the Wits Business School (WBS) is on providing our students with a globally competitive business education. Proof of our success in this endeavour is in the large number of WBS graduates who hold senior positions in organisations, both locally and abroad.

You can be sure that when you leave the School you will be well equipped, not only for the formal job market, but with the knowledge and a set of business tools necessary to create sustainable value through entrepreneurial endeavours.

The accreditation by a number of leading international organisations, including the Association of MBAs (AMBA), GMAC (Graduate Management Admissions Council) and the Partnership in International Management (PIM), attest to the high regard a WBS degree holds in the business world. The school is also a founding member of the South African Business School Association (SABSA).

For anyone wanting to thrive, you can do no better than enrol at WBS.

We hope to welcome you to Wits Business School!

Professor Steve Bluen

Director and Head of Wits Business School
What is it?
The WBS PDBA is a Postgraduate Diploma in Business Administration.

When is it Happening?
There are three intakes; two in January and one in June.

Who is it for?
This course is for ambitious graduates who wish to accelerate their management careers in diverse organisational settings.

What are the details?
• 1 year course
• NFQ level 8
• No of credits: 120

What if I want to do my MBA?
The WBS PDBA is designed as a stand-alone qualification but equally sets you up to complete the WBS part-time MBA in one year instead of the usual 18 month duration.

Why do it?
• It gives you a broad understanding of the world of business that you can leverage for rapid career and personal growth.
• It allows those in specialist careers, or those wishing to change their careers, to accelerate their general business management knowledge and leadership skills.
• It exposes you to concepts, opportunities and challenges that will enhance your performance at work while sharpening your overall business acumen.
• The WBS PDBA programme is about developing effective generalist managers with values, knowledge and skills to act ethically and effectively in the management of organisations.

Why do it at Wits Business School?
• Wits Business school is located in the heart of the most vibrant commercial hub of Africa.
• Through our extensive networks, we have access to global thought leaders across all sectors of business and society. WBS has a world-class academic faculty. Our academic team are specialists in designing transformative learning experiences for students across all our programmes.
• WBS is the only business school in South Africa to have a dedicated case centre; this brings real-world business challenges into the classroom for students - a scenario that is seldom generated using traditional teaching methods.
• WBS leads in the marketplace by using relevant and cutting edge research.
Our WBS campus in Parktown, Johannesburg, is custom-built to facilitate face-to-face learning. All our classrooms have state-of-the-art audio-visual facilities and are based on the Harvard Business School’s horse-shoe shape to stimulate interaction between students and lecturers.

Our belief that meaning comes through dialogue is supported by plentiful small group meeting rooms, so that students may work collaboratively on organisation-based projects. These so-called ‘syndicate rooms’, gathered alongside all the classrooms for ease of use, are available 24 hours a day.

The campus boasts a well-stocked and replenished library, commonly known as the WBS Management Library. The library holds over 15,000 volumes of books and collections, subscribes to over 200 database journals and a wealth of e-content.

WBS has a well-equipped student computer laboratory and a high speed internet. Wi-Fi is available throughout the campus.

An on-site canteen caters for all students needs, especially for those numerous cups of coffee that fuel the academic debate.

What about my career development and coaching?

Personal career development is part of who we are at WBS. Our students are encouraged to participate in comprehensive career management activities. The services offered by the Career Management team include:

- Career counselling and advisory;
- Employment consultation;
- CV & cover letter formulation and critique;
- Mock interviews;
- Career workshops;
- Company workshops and competitions;
- Annual Career Fair; and
- Graduate recruitment and networking events.

What does the timetable look like?

- The programme is a four quarter programme.
- Each quarter is approximately 10 weeks in length, including class and exam periods.
- Formal classes run in the evenings from 17h30 to 21h00 twice weekly and also on the occasional Saturday.

What are the WBS campus facilities like?
What is life like as a WBS alumnus?

In keeping with the overall vision and mission of the university, the Wits Business School Alumni Office works at maintaining a lifelong relationship with alumni through opportunities and benefits that promote interaction and engagement with WBS, and facilitate alumni’s contribution to the advancement and success of the School.

To provide support to our alumni network, WBS and the Alumni Association endeavour to promote, facilitate and enhance business connections and networking opportunities between alumni, both nationally and internationally.

As a WBS alumnus, you will become part of this powerful global network.

What are the themes of the WBS PDBA?

The key themes are relevant to the significant challenges of doing business in South Africa, Africa and other dynamic emerging market economies. Five key themes have been designed to provide a network of golden threads running from the WBS PDBA through to the MBA curriculum, while ensuring the PDBA remains suitable as a stand-alone course.

The key themes are as follows:

- Curriculum tied to context in South Africa;
- Curriculum tied to context in African and other dynamic emerging market economies;
- Sustainability;
- Entrepreneurial action; and
- Critical engagement.

COURSES IN THE PDBA

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<th>Critical Business Skills</th>
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<td>Management and Financial Accounting and Finance</td>
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EXECUTIVE EDUCATION | KNOWLEDGE AT WORK

BACHELOR'S DEGREE (NQF 7)

Post qualification WORKING EXPERIENCE – a minimum of two years’ work experience is required for the Postgraduate Diploma in Business Administration.

MATHEMATICS: a level of competence equivalent to the requirements for a South African grade 12 certificate (matriculation).

WBS ADMISSION TEST

In exceptional cases, non-degreed individuals with working experience are considered (RPL).

The WBS ADMISSION TEST is compulsory for all applicants applying to the WBS PDBA programme and it is the responsibility of the applicant to ensure that they book and sit for the test. This test may be written before or after an application has been submitted; however candidates should take note that an application will only be reviewed once the test is written. Contact testbookings2017.wbs@wits.ac.za or +27 76 854 4042 to book.

ACCEPTANCE OF OFFER FEE

Students will be charged a R15 000Acceptance of Offer fee upon being accepted. Your place will only be secured once this fee has been paid.

ONLY ONLINE APPLICATIONS ACCEPTED

www.wbs.ac.za WBS PDBA Programme Application Process

Ensure that all information uploaded is correct and that you have included everything required on the checklist. In order to be considered by the Admissions Committee, your application form and the other required documentation (including the transcript and other supporting documents) must reach the Student Enrolment Centre no later than:

31 October 2016 for the January intake.

Wits Business School Academic Enquiries Office +27 11 717 3510

REQUIREMENTS

for ADMISSION

INTERNATIONAL APPLICANTS

For other requirements pertaining to international applicants, contact Simphiwe Gobo at simphiwe.gobo@wits.ac.za. For additional fees payable, contact Odette Pillay in the Fees Office at odette.pillay@wits.ac.za.

APPLICATION CHECKLIST

1. Online APPLICATION FORM + MANAGEMENT PART 3 FORM (to be downloaded, completed and submitted)
2. Copies of DEGREE CERTIFICATES
3. Copies of ACADEMIC TRANSCRIPTS
   (Wits students and graduates are not required to submit transcripts)
4. SAQA CERTIFICATE – certified copy for foreign qualifications.

Graduates from other universities must submit an original or certified copy of their academic transcript. The transcript must include a complete list of all subjects taken for a degree, including any courses that were failed. A degree certificate is NOT a transcript.

ON ACCEPTANCE

For updated cost and fee structure, contact the Fees Office or refer to the WBS website: www.wbs.ac.za. Carol Radasi +27 11 717 1546 • carol.radasi@wits.ac.za

PRICE STRUCTURE

CONTACT DETAILS

EMAIL: APPLICATIONS2017.WBS@WITS.AC.ZA
TEL: +27 76 854 4042

WBS reserves the right to change its schedule as required. Please note: WBS processes applications for admissions on a continuous basis in the order of receipt thereof.

How to Apply?