MESSAGE FROM THE PROGRAMME DIRECTOR

The one-year PDM programme is a full-time, residential course of study with specialisation in Business Administration. The programme is broad in scope and will equip you with the critical skills and comprehensive knowledge required for effective management and proper navigation of the complex challenges companies face daily.

In addition, it will challenge you to rethink your career and life in new ways. The most distinguishing feature of the WBS PDM is the working internship programme. Because we care about your career, we provide intensive career coaching to help you secure an internship where you can apply your academic learning in a real business context and position yourself for life changing careers.

Innovation, rigour and excellence are in the DNA of WBS. As a Business School that has been around for 50 years (one of the oldest on the African continent), WBS has an earned an enviable reputation for academic excellence and is highly ranked both on the continent and globally. You will learn the latest business concepts from top-rate faculty who are experts in their fields, as well as practitioners with rich industry experience, and engage in lively interaction with classmates from all backgrounds.

The networking opportunities are enormous and the curriculum is cutting-edge.

If you are a highly motivated student with strong undergraduate degree, but lack fulltime work experience, and would like to gain a solid business education in order to strategically position yourself for exciting management careers, then the Wits Business Postgraduate Diploma in Management (PDM) is what you need.

I look forward to meeting with you and welcoming you onto the programme.

Dr. Jones Odei Mensah
Programme Director
THE POSTGRADUATE DIPLOMA IN MANAGEMENT (PDM) is a generalist, one-year, full-time management/business qualification, offered with a specialisation in Business Administration.

WHO IS IT FOR?

The Postgraduate Diploma in Management (Business Administration) is for young graduates who wish to accelerate their management careers, but lack relevant work experience.

WHY DO A POSTGRADUATE DIPLOMA IN MANAGEMENT?

- A Postgraduate Diploma in Management will expand your knowledge of the fundamentals of business.
- It is a perfect bridge between undergraduate study and the world of work.
- The Postgraduate Diploma in Management could be for you if you are unsure about which career to follow, or if you are thinking of switching careers.
- The Postgraduate Diploma in Management is supported by an intensive career management programme, and culminates in a two-month internship.
- You will meet like-minded people and be given countless networking opportunities.

DOES THE POSTGRADUATE DIPLOMA IN MANAGEMENT HELP TOWARDS AN MBA?

Yes, you are able to obtain four credits towards an MBA if you complete your Postgraduate Diploma in Management. Please note that certain conditions apply.
WHEN CAN I ENROL?

Deadline for applications 2020: 31 October 2019

DO I QUALIFY?

You may qualify if you have:

- A **three year** degree or National Higher Diploma at NQF 7 level
- **Mathematics competence at the matriculation level:** Mathematics, minimum 50% and Mathematics Literacy, minimum 65%
- An acceptable score on the WBS psychometric **test battery**

WHAT DOES THE CURRICULUM LOOK LIKE?

<table>
<thead>
<tr>
<th>COURSES:</th>
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<tbody>
<tr>
<td><strong>Quarter 1</strong></td>
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<tr>
<td>- Group Dynamics (Compulsory attendance course)</td>
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<tr>
<td>- Financial and Management Accounting</td>
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<tr>
<td>- Operations Management</td>
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<tr>
<td>- Economics</td>
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<td>- Marketing Management</td>
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<tr>
<td>- Internship Preparation (Compulsory attendance course)</td>
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<tr>
<td><strong>Quarter 2</strong></td>
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<tr>
<td>- Strategic Management</td>
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<tr>
<td>- Human Resource Management and Organisation Design and Development</td>
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<tr>
<td>- Analytical Problem Solving and Decision Making</td>
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<tr>
<td>- Business Disruption and Innovation</td>
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<tr>
<td>- Internship preparation (Compulsory attendance course)</td>
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<tr>
<td><strong>Quarter 3</strong></td>
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<tr>
<td><strong>INTERNSHIP PROGRAMME</strong></td>
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<td>The academic third quarter consists of a compulsory two month internship in full-time employment at an organisation of the student’s choice from available companies. The internship is supported by an intensive Career Management programme which commences within the first two weeks of the Postgraduate Diploma in Management full-time programme (Internship Preparation).</td>
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<tr>
<td><strong>Quarter 4</strong></td>
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<tr>
<td>- Financial Management</td>
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<tr>
<td>- Entrepreneurship Management</td>
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<tr>
<td>- Business Simulation (Compulsory attendance course)</td>
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Students will also select **ONE ELECTIVE COURSE** from the following:

- Service Industry Management
- Strategic Marketing Management
- Strategic HR Development
- Negotiation Skills
WHAT DOES THE TIMETABLE LOOK LIKE?

Classes run on weekdays, from **08:15** to **15:30**, from **mid-January** until the end of **November**.

Please note that the Postgraduate Diploma in Management is offered only in the full-time format.

WHY WITS BUSINESS SCHOOL?

- WBS is one of the top business schools in Africa.
- It is accredited by the Association of MBAs (AMBA) and the Global Admissions Council (GMAC).
- WBS is a founding member of the South African Business School Association (SABSA), and is a member of the Association of African Business Schools (AABS).
- WBS is located in the heart of the vibrant commercial hub of Africa.
- WBS has a world-class academic faculty: our lecturers are specialists in designing transformative learning experiences for students across all our programmes.
- WBS leads the market through our relevant and cutting edge research and dedicated Case Centre.

WHAT ABOUT MY CAREER DEVELOPMENT?

Your career is important to us and we offer a variety of career management services which we encourage our students to participate in. These include:

- Career counselling and advisory
- Employment consultation
- CV and cover letter formulation and critique
- Graduate recruitment and networking events
- Career workshops
- Annual Career Fair
- Company workshops and competitions
- Mock interviews
HOW DO I APPLY?

Only online applications are accepted. Please visit www.wbs.ac.za, and go to Online Applications (top right hand corner).

Please ensure that all information uploaded is correct and that you have included everything on the checklist. Please note that while supporting documents may be uploaded, you are required to drop off or courier the original certified copies of your degree or transcript to the Student Enrolment Centre (Braamfontein Campus).

Note:
The WBS Admission Test is compulsory. Shortlisted candidates will be invited to write the WBS Admissions test.

INTERNATIONAL APPLICANTS:

For international applicants, please contact: Simphiwe Goba at simphiwe.goba@wits.ac.za.

For additional fees payable, please contact Odette Pillay in the Wits Fees Office at odette.pillay@wits.ac.za.

IMPORTANT CONTACT INFORMATION:

Applications/Enquiries:
+27 (0)861 000 927 or +27 (0)11 717-3510
admissions.wbs@wits.ac.za

CHECKLIST

- Application Form completed online
- Letter of Motivation
- Faculty of Management Part III Form (Download from the WBS website)
- Copy of your degree or diploma
- Copies of your academic transcripts
- Proof of English language proficiency (if you have not studied English at tertiary level)
- Non-refundable application fee: R 200
- SAQA certificate (if you are a foreign student)
- WBS Admission Test: R 950

Fees for the Post Graduate Diploma in Management Programme for 2019 are quoted as:

R 82 793.00*

*Please note:
Fee is subject to review in January 2020.
The Postgraduate Diploma in Management has shown me that I can be confident in realms I was previously intimidated by. I have learned that not knowing something gives you the space to grow, learn and develop. I have enjoyed all aspects of learning about new subjects, colleagues, work environments and myself. The Postgraduate Diploma in Management has cemented my belief that the future possibilities are endless.

- Andi Shapiro, Postgraduate Diploma in Management 2016

The Postgraduate Diploma in Management is the most beneficial academic course I have ever done. The lecturers are leaders in their industries and have extensive knowledge on the course which they lecture. One of the highlights of the programme is the style of lecturing - most of our work was based on real life business cases and working in syndicates prepares you for the working world. During my internship I was trusted with billed work and interacting with clients on a daily basis. I think that fact alone speaks to the quality of the Postgraduate Diploma in Management and how much companies trust and value it.

- Bandile Mathandela, Postgraduate Diploma in Management 2016

I’ve sold the Postgraduate Diploma in Management program to everyone I know! It has opened up many opportunities that I never thought I would come across. I have a medical background and I have just secured an internship at Deloitte, something I once believed was far out of reach. The internship drew me to the program but it’s so much more than that. Many of the lecturers have very unique teaching styles and the overall culture of the business school provides a great experience.

- Yumna Saloojee, Postgraduate Diploma in Management 2017

Doing the Postgraduate Diploma in Management has been one of the best decisions that I have made in my entire adult life. Being placed in a business school environment with people from different educational backgrounds has offered me the opportunity to learn the skills that are essential for a graduate entering the world of work, and has also taught me invaluable skills such as group work, effective communication and the ability to work at high levels and produce quality work. Being able to do an internship as part of the course will enable me to not only apply the knowledge that I have gained in this programme but also allows me to build up my network not only within that company but within my class and the greater WBS community.

- Tlotlo Letlape, Postgraduate Diploma in Management 2017