



# Streamline Your Path to Higher Education

Diploma in  
Business &  
Management  
**(Second Year  
University)**  
**NQF 6**

# ABOUT THIS NQF 6 (Level 5) QUALIFICATION

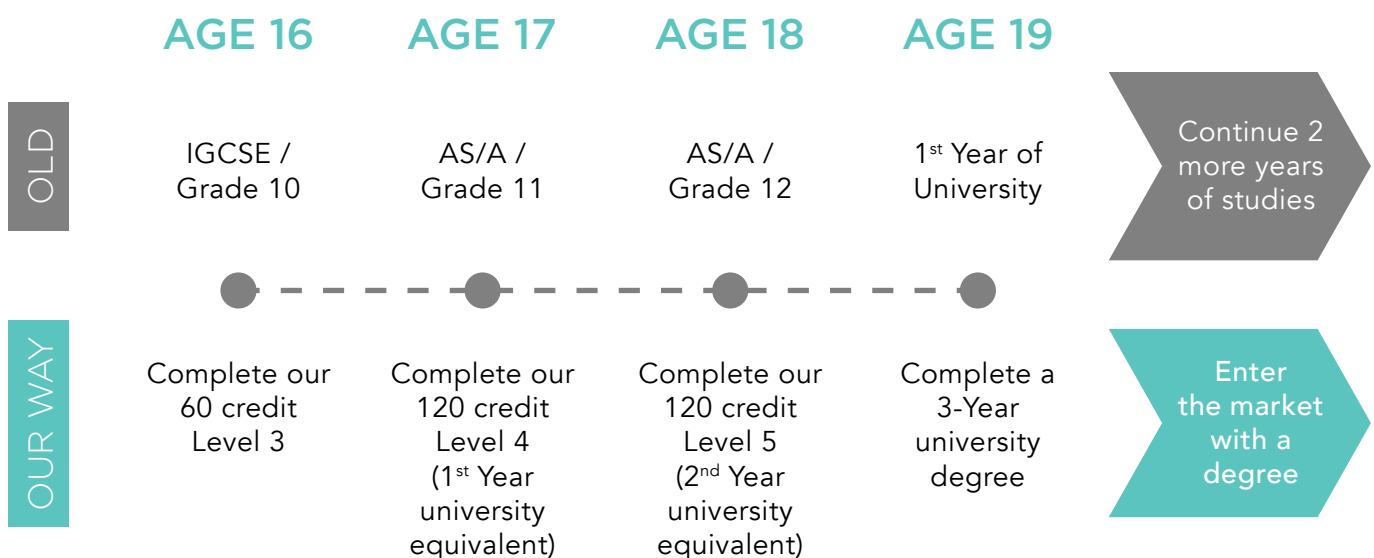
120 Credits  
1,200 Total Qualification Hours  
480 Guided Learning Hours  
8 Modules  
P.O.E Including 8 Assignments

## THE POWER OF PROGRESSION

The aim is to help you achieve internationally-recognised qualifications in a shorter period of time. Credits earned through these qualifications can be used in applications for further study.

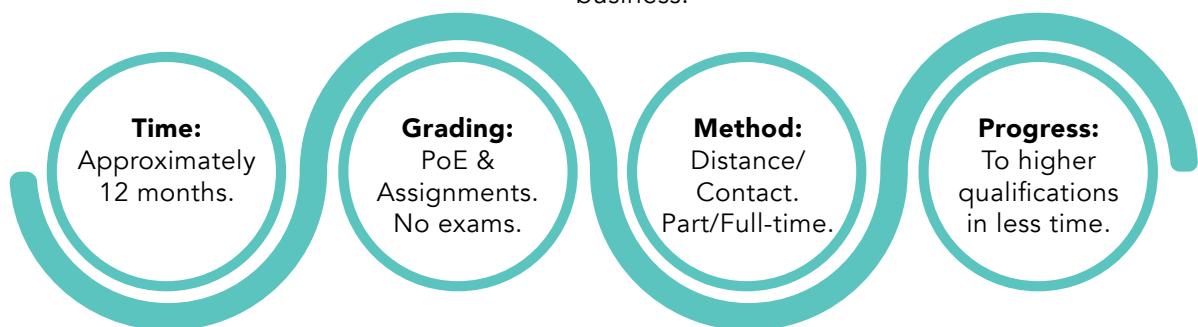
Example; Two 16-year old students are working towards a 3-year degree starting in 2023.

- Student 1 follows the **OLD WAY**.
- Student 2 follows **OUR WAY**.



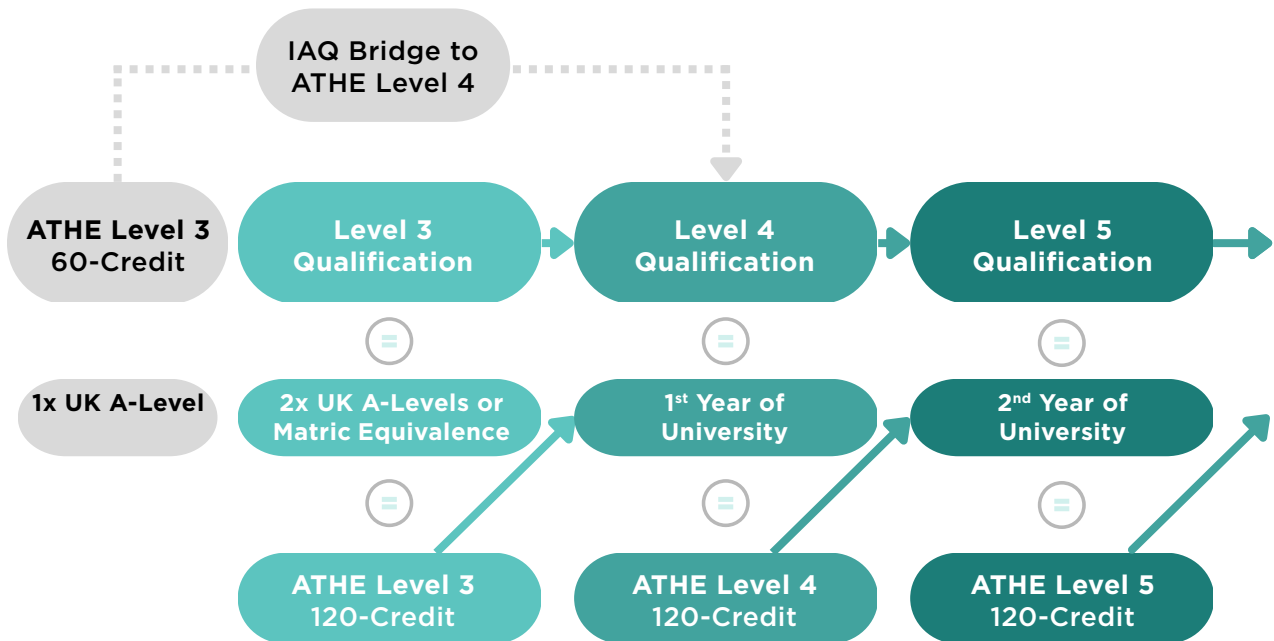
## COURSE SUMMARY

This qualification will equip you with the skills and knowledge necessary for a career in business or for university study. It is the perfect choice if you are looking to pursue a degree in business management or related fields or if you plan to start your own business.



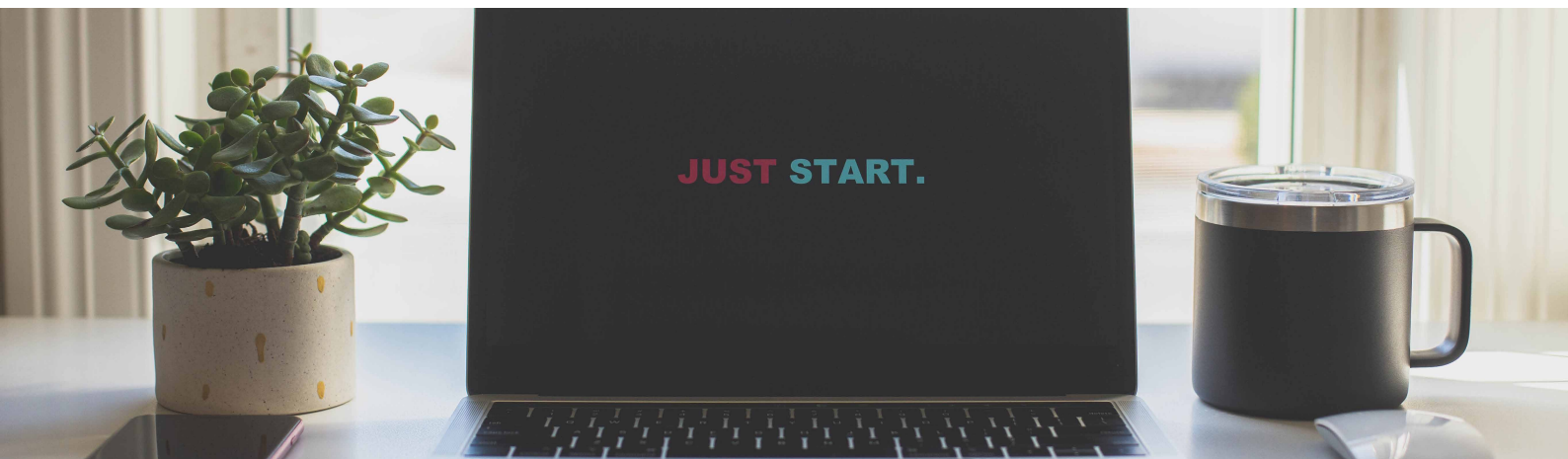
# QUALIFICATION EQUIVALENCE

The **International Access Qualification (IAQ)** will enable you to pursue certificates, diplomas, and degree programmes at multiple academic institutions in South Africa and abroad. This **ATHE Diploma in Business & Management (NQF6)** is a second-year university equivalent qualification designed to provide various progression options to other higher institutions or ATHE qualifications with MBA top-up options!



# PROGRAMME ACCREDITATION

The qualification is fully accredited by the **Awards for Training and Higher Education (ATHE)**. It is regulated by the **Office of Qualifications and Examinations Regulation (Ofqual)**.



# ADMISSIONS REQUIREMENTS

Our goal is to make the qualification **accessible to all** who meet the required standards by removing barriers and promoting equal opportunities.

Students 18 years or older who meet at least one of the following criteria are encouraged to apply:

- Completed business and management level 4 or above.
- Other related level 4 subjects.
- Other equivalent international qualifications.

Students whose first language is not English may need to submit an English proficiency test.

# TECHNICAL REQUIREMENTS



Our platform is fully technology-driven, therefore students will need a reliable PC/laptop/tablet or regular access to one.



A stable internet connection with sufficient data to access online resources and participate in programme activities will be provided to in-contact/on-campus candidates.



You will also be provided with a Microsoft (MS) Office 365 account, giving you access to the full MS suite along with numerous resources that will assist you in completing tasks and assignments.

# PROGRAMME DELIVERY

This programme offers the flexibility of delivery through either a distance-based approach (virtual learning) or face-to-face approach (contact learning), available on a part-time or full-time basis with a dedicated tutor.

The qualification is not examination-based and is assessed through graded assignments, including self-testing exercises, continuous assessments of theory, and practical applications. It consists of 8 modules and 8 written assignments.

## 1: BUSINESS ORGANISATIONS IN A GLOBAL CONTEXT

This module covers global business operations, external factor impacts, globalisation's effects on internal operations, and current issues in a specified country, equipping participants to adapt to the dynamic global market.

---

## 2: FINANCE FOR MANAGERS

The module teaches participants to identify financing sources, evaluate financial performance, and use costing methods for informed decision-making in organisations.

---

## 3: OPERATIONS MANAGEMENT

The module covers operations management essentials, its role in business success, key tools, techniques, and relevant ethical considerations for effective and responsible management.

---

## 4: MANAGING COMMUNICATION

The module explores effective organisational communication, influential factors, personal skill development, and methods for improving communication management in the workplace.

---

## 5: PEOPLE MANAGEMENT

The module covers the effects of organisational factors on employees, managing and motivating teams, and evaluating people management strategies for optimal performance and development.

---

## 6: MANAGE SUSTAINABILITY IN AN ORGANISATION

The module focuses on sustainability issues, legislative impacts, sustainability auditing, and quality standards, preparing you to assess and improve organisational sustainability practices.

---

## 7: RESEARCH PROJECT

The module covers research proposal creation, project execution, outcome evaluation, and presenting findings, enhancing participants' skills in conducting impactful research.

---

## 8: PLANNING A NEW BUSINESS VENTURE

The module addresses market potential, legal aspects, business planning, and funding for new ventures, equipping participants with key skills for successful business launches.

