

# Career Information

## Diploma in Management Sciences: Retail Management

### Location

ML Sultan Campus (B Block: 7th Floor)

### Description of the Programme

Retail is one of the fastest expanding sectors in the South African economy, employing one out of every five economically active people. And yet it is not always considered as a career option. Perhaps it is because retailing is such a common part of our everyday lives that it's often taken for granted. Retailing is the sale of goods and services to the ultimate consumer for personal, family or household use. The scope of retail is broad with the result that a career in the field can end up in various areas. Career options range from in-store positions to various alternatives in regional and head offices as well as distribution centres.

The Diploma in Management Sciences: Retail programme is ideally suited to anyone who wishes to make a career in retailing. Excellent career opportunities are available in large corporations. Excellent career opportunities are available in large corporations. A number of retail partners offer excellent scholarships to good candidates.

### Personal Qualities Required

While there are a number of different skills required to be successful in the retail field, people skills can often make an enormous difference. Candidates for a career in retail should also be good communicators, be able to tolerate pressure, have high energy levels, enthusiasm, good organisational skills and be trustworthy, efficient and dependable. A cheerful disposition goes a long way as well and candidates should definitely not be afraid of hard work and long hours!

### Duration of the programme

Three years full-time

### Career opportunities

Most retail companies have opportunities in a number of areas such as store operations, finance and administration, buying and planning, logistics, human resources, marketing and IT.

### Entry Requirements

Applicants wishing to enrol for the Diploma in Management Sciences: Retail Management at the Durban University of Technology are required to have current matric National Senior Certificate (NSC) NQF4 equivalent qualification, with a minimum of 24 points excluding Life Orientation.

### Explanation of Points scale:

symbol	Senior Certificate	
	Higher Grade	Standard Grade
A	8	6
B	7	5
C	6	4
D	5	3
E	4	2
F	3	1

%	NSC Level	Points
90-100	7	8
80-89%	7	7
70-79%	6	6
60-69%	5	5
50-59%	4	4
40-49%	3	3
30-39%	2	2
20-29%	1	1

The following admission rating system will be used in selecting students:

DEPARTMENTAL NSC REQUIREMENTS		DEPARTMENTAL SENIOR CERTIFICATE REQUIREMENTS		
NSC Diploma Entry A minimum of 24 points excluding Life Orientation will be considered.		A Senior Certificate or equivalent qualification. Applicants with 24 or more points will be considered		
Compulsory Subjects	NSC Rating Code	Compulsory Subjects	HG	SG
English (home) <b>OR</b>	3	English	E	D
English (1st additional)	4	Maths	E	D
Maths <b>OR</b>	3			
Maths Literacy	4			
And two 20 credit subjects (not more than 1 language)	3			

If the number of applications exceeds the number of places available, the department reserves the right to apply a ranking system to select students.

### OR

A National Certificate (Vocational) Level 4 issued by the Council for General and Further Education and Training with a) at least 50% in three fundamental subjects, including English; and b) at least 60% in three compulsory vocational subjects

### OR

### Admission Requirement based upon Work Experience, Age and Maturity

For admission to entry level diploma and certificate studies: A person may, subject to such requirements as the Senate may determine, be admitted to the Institution even if such a person is not in a possession of a National Senior Certificate, Senior Certificate or an equivalent certificate, provided that:

- (a) The person shall have reached the age of 23 in the first year of registration and shall have at least:
  - Three years' appropriate work experience; and/or
  - Capacity for the proposed instructional programme, which shall be tested at the discretion of the respective Head of Department; and
- (b) The relevant Faculty Board shall be satisfied that the person's standard of communication skills, ability to study successfully and/or work experience are such that the person, in the opinion of the relevant Faculty Board, should be able to complete the proposed instructional programme successfully. If required, the communication skills and study skills should be tested; and
- (c) The person's application for admission in terms of work experience, age and maturity is approved prior to registration.

**Applicants intending to gain admission through work experience, age and maturity must submit their applications at least four months before commencement of the academic year.**

### Selection criteria for this programme.

Applicants must meet the minimum requirements mentioned above. NSC and NCV applications received via the Central Applications Office (CAO) will be scored and ranked from highest to lowest points. Based on these rankings, those learners with the highest points will be offered a firm place; the learners who have applied with their grade 11 and / or Midyear Grade 12 results may be offered a conditional place subject to them meeting the requirements mentioned above. Preference will be given to learners from designated groups.

### Tuition Fees

To assist you with your planning, the 2018 fees have been indicated.

**PLEASE NOTE:** DUT cannot be held liable for the fees in this brochure as the 2019 fees are not yet final

## First Year Curriculum

### Semester One

Cornerstone	
Environmental Sustainability	
Introduction to Business Law	
Introduction to Business	
Quantitative Approaches to Management	
<b>Total</b>	

### Semester Two

Law for Life	
Time & Stress Management	
Academic Literacy & Practice	
Business Communication & Info Literacy	
Financial literacy	
<b>Total</b>	

## Second Year Curriculum

### Semester Three

Retail fundamentals	R3 500.00
Retail operations management I	R3 500.00
Introduction to technology	R2 570.00
Theory & practice of selling	<u>R3 500.00</u>
<b>Total</b>	<b><u>R13 070.00</u></b>

### Semester Four

Retail operations management 2A	R3 500.00
Retail marketing	R3 500.00
Finance for managers	R3 500.00
Retail operations management 2B	<u>R2 800.00</u>
<b>Total</b>	<b><u>R13 300.00</u></b>

## Third Year Curriculum

### Semester Five

Retail merchandise management	R3 500.00
Retail operations 3A	R3 500.00
Logistics	R3 500.00
Employee relations	<u>R3 500.00</u>
<b>Total</b>	<b><u>R14 000.00</u></b>

### Semester Six

Work preparedness	R1 750.00
Retail buying	R3 500.00
Retail operations management 3B	R3 500.00
Applied retailing	<u>R3 500.00</u>
<b>Total</b>	<b><u>R12 250.00</u></b>

## 2018 Fees

R2 800.00
R1 750.00
R3 500.00
R3 500.00
<u>R1 750.00</u>
<b><u>R13 300.00</u></b>

R1 750.00
R1 750.00
R3 500.00
R3 500.00
<u>R2 570.00</u>
<b><u>R13 070.00</u></b>

**R13 070.00**

**R13 300.00**

**R14 000.00**

**R12 250.00**

## FOR FURTHER INFORMATION

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Durban University of Technology  
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FAX: 031 373 5480  
E-mail: [marketing@dut.ac.za](mailto:marketing@dut.ac.za)  
Or visit us on <http://www.dut.ac.za>

## APPLICATION FORMS

Contact the Central Applications Office (C.A.O)  
C.A.O Code: Dip-DU-RB3  
Address letters to:  
Central Applications Office  
Private Bag X06  
Dalbridge 4014  
Tel: 031 268 4444  
Fax: 031 268 4422  
Apply online: <http://www.cao.ac.za>

Closing date for applications: 30 September 2018

## Financial Aid

For financial Aid application for a DUT programme please apply online at [www.nsfas.org.za](http://www.nsfas.org.za) or call the NSFAS call centre on 0860 067 327

For an explanation on how to fill out the application form, please go to [www.nsfas.org.za](http://www.nsfas.org.za) or contact the call centre on the number above.

Please note that completing a form does not guarantee Financial Aid. For further assistance please consult the Department of financial Aid and Scholarships on 031 3732931/2557/2054.



CAREER INFORMATION

DIPLOMA IN  
MANAGEMENT SCIENCES

RETAIL  
MANAGEMENT

1 JANUARY- 31 DECEMBER 2019

FACULTY OF  
MANAGEMENT  
SCIENCES

DEPARTMENT OF  
MARKETING AND  
RETAIL MANAGEMENT

2019

*This leaflet is for information purposes only and is not binding on the Durban University of Technology*