

Code Course

1: _____

2: _____

3: _____

4: _____

Crdts Cost**Name:** _____**Ph/Cell:** _____**email:** _____**Highest Tutor qualification:****(Degree)** _____Payment method: Cash Cheque Transfer **Where:** _____

Yr. _____

Enrolment Procedure

The following action steps are needed to start the **Bachelor of Business Administration** programme:

- Determination of **Career Plan** (which direction)
- Deciding on a certain **degree programme**
- **Registration** with Calvary University (\$85)
- Selection of **courses** within the programme
- **Ordering** of first courses, textbooks and CD's

The Career Plan

This is where you decide what your needs are for your career, which skills you require, which degree you want to earn and which courses you will take.

Degree Programmes

Your career plan consists of degrees in a specific field with selected sub-directions. Within the majors and minors there is a wide range of flexibility.

CU Registration

Knowing which programme you want to study, the next step is to register yourself into a programme in order to receive a qualification upon completion.

Course Selection

The CU Website and the Tuition Centre or Tutor will help to make a meaningful selection of courses, ensuring the correct career outcomes.

Ordering Material

Courses are arranged in a preferred study order. You may change the order. Obtain the preferred material by paying in the required fees as listed.

Enrich your Life:

Bachelor of Business Administration

The e-learning way

Studying with Calvary University is completely different from how other students learn. A very advanced presentation method, not available at public universities, is followed. Up-to-date text books used by more than 100 million international students which are all published in this millennium, are prescribed. Consider the following:

- A personal tutor, qualified and a Christian
- Technical support through web-sites
- Extra study material on a Course CD
- Superb full-colour International Text Book
- Unequaled secure evaluation system
- Superior, International accreditation standards
- Excellent for personal enrichment or salary

International Accreditation: by Christian Quality Assurance, high quality e-learning, providing for Christian standards as the new dimension educational norm. Best textbooks and unequalled personal support. You may study up to Doctorate. Not suitable for obtaining local bursaries or switching to RSA Universities. In South Africa, any Mentor will first want to know that you are registered.

Entry Requirements

Students must have a Matric or equivalent (St 8 and be over 23 years old). Access to the Internet is required.

Constructing a Programme:

The following make up the flexible **Bachelor of Business Administration** programme:

- Transfer credits & recognition of prior learning
- Endorsement or “Major” courses
- Suitable elective companion or “Minor” courses

Recognition of Prior Learning

The first item may in many cases be recognised prior courses or experience to be evaluated. If this is absent, the student starts afresh as after matric.

Each year contains Majors and electives which are listed and must be selected for sufficient credits.

Certificate Year

120+ Credits: Cost – R5,040 +Textbooks

Code	Course	Crdts	Cost
SSK1	Study Skills (Required starter)	—	R 546
ADM1	Administrative Management	19	R 798
BUM1	Business Management	22	R 924
GEM1	General Management	21	R 882
BUC1	Business Communication	19	R 798
MAM1	Marketing Management	21	R 882
ECO1	Economics	21	R 882

Select all the above courses. They have a textbook identified by the CU Code which are available at CLT. The indicated cost includes the Tutor/Mentor fee, Course CD but NOT the Textbook.

Diploma Year

240+ Credits: Cost – R5,040 +Textbooks

Code	Course	Crdts	Cost
ORB2	Organizational Behaviour	22	R 924
OTH2	Organizational Theory	18	R 756
HRM2	Human Resource Management	20	R 840
PRM2	Public Relations Management	19	R 798
FIM3	Financial Management	23	R 966
ESB3	Entrepreneurship & Sm. Bus. Man.	20	R 840

Select all the above courses. They have a textbook identified by the CU Code which are available in SA. The indicated cost includes the Tutor/Mentor fee, Course CD but NOT the Textbook.

Bachelor Year

390+ Credits: Cost – R6,300 +Textbooks

Code	Course	Crdts	Cost
MAC3	Management Accounting *	25	R1050
INM3	Information Management	20	R 840
ECM3	e-Commerce *	28	R1176
BLE3	Business Leadership	20	R 840
PRM4	Supply Chain Management *	24	R1008
BMA4	Business Mathematics *	22	R 924
OPM4	Operations Management	21	R 882
STM5	Strategic Management	20	R 840
PMA5	Project Managemnt	20	R 840

Choose at least the four courses printed in bold and then choose courses to a total of 150 credits which will make up 390 credits over three years. See the website for other electives to earn the **Bachelor of Business Administration**.

* These courses with * do not apply for Business Leadership

CU APPLICANT DETAILS

Register with CU, send in with \$85 bank-slip by fax, post or Tutor: (012)567 5550 or Box 13468, Sinoville, 0129, South Africa

QUALIFICATION DETAILS

Name: _____

Address: _____

Where: _____ Yr _____

Highest previous/other qualification: _____

(Matric, Cert. Dip. etc.) _____

Code: _____ (or Country)

Qualification for mentoring you now enrol for: _____

Ph/Cell: _____

email: _____

(Dip.Couns, B.BL, etc.) _____

Endorsement: _____