



## CAREER INFORMATION 2022

HIGHER CERTIFICATE IN PUBLIC RELATIONS & COMMUNICATION

DIPLOMA IN MANAGEMENT SCIENCES: PUBLIC RELATIONS & COMMUNICATION



FACULTY OF  
MANAGEMENT  
SCIENCES

DEPARTMENT OF  
PUBLIC  
RELATIONS  
MANAGEMENT

01 JAN - 31 DEC 2022



## Diploma in Management Sciences: Public Relations and Communication Management

NQF Level: 6

SAQA ID: 94830

Qualification Code: **DIMPRI (DBN)**  
**DIMPCI (PMB)**

Location: **ML Sultan Campus (Durban-B Block: 4th Floor)**  
**Riverside Campus (Pietermaritzburg)**

### Description of the Programme

Public Relations is a strategic communication process used to help forge effective two-way communication between an organisation and its various publics. Communication and/or Public Relations Practitioners are responsible for planning and executing programmes to establish and maintain a favourable image for their employer among the public or groups with which it comes into contact. This communication may be face-to-face with individuals or through the mass media of radio, television, press and the Internet. Students are equipped with various skills such as writing, speaking, research and establishing relationships, all of which are important to any job so students graduate prepared with real-life work skills. Public Relations plays a crucial management role in various organisations for example: government, education, non- profit, politics, the arts, financial, mining, manufacturing, and hospitality.

### Personal Qualities Required

The Public Relations/Communication Practitioner should have a broad general interest in the world around him/her, be able to remain calm under pressure and have strong communication skills. Honesty, integrity, dedication, passion, creativity, patience, intellectual curiosity, and discipline are some of the essential qualities for a successful career in the Public Relations/Communications field.

### Duration of the Programme

The programme consists of a three years full-time study period inclusive of work-based learning in the public relations/communication or related field.

### Career Opportunities

Public Relations Practitioner, Media Officer, Events Manager, Communication Officer, Promotions Officer, Strategist, Fund Raiser, Social Media Strategist, Digital Account Manager, Brand Manager, Copywriter, Corporate Communications.

### Explanation of Points scale

SENIOR CERTIFICATE (SC)		
SYMBOL	HIGHER GRADE	STANDARD GRADE
A	8	6
B	7	5
C	6	4
D	5	3
E	4	2
F	3	1

### NATIONAL SENIOR CERTIFICATE

%	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

## Entry Requirements (Diploma in Management Sciences: Public Relations and Communication Management)

NATIONAL SENIOR CERTIFICATE (NSC) (01 January 2009)		SENIOR CERTIFICATE (SC) (PRE 2009)			NATIONAL CERTIFICATE (VOCATIONAL) (NCV) (NCV) (Level 4)	
NSC Diploma Entry. A minimum of 25 points excluding Life Orientation will be considered.		A Senior Certificate or equivalent qualification. Applicant with 20 or more points will be considered				
Compulsory Subjects	NSC Rating Code	Compulsory Subjects	HG	SG	Compulsory Subjects	Mark
English (home) <b>OR</b>	3	English 1 <sup>st</sup> Language	E	C	English	50%
English (1st additional)	4	English 2 <sup>nd</sup> Language	D	B	Two fundamental subjects	50%
Mathematics <b>OR</b>	3	Mathematics	E	C		
Mathematics Literacy	4					
And two 20 credit subjects (not more than 1 language)	3				Three compulsory vocational subjects	60%

### Selection criteria for this programme

Applicants must meet the minimum requirements mentioned above. NSC, SC 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 12 June/Trial results may be offered a conditional place subject to them meeting the requirements mentioned above. Preference will be given to learners from designated groups.

**Please Note: This programme will only consider applicants who ranked this programme as choice 1, 2 or 3.**

**NB:** 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**

## 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:

- 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 assessed at the discretion of the respective Head of Department by a Senate approved admission assessment comprising of a DUT Standardised Assessment Test for Access and Placement (SATAP), Academic Literacies (AI) & English for Academic Purposes (EAP) and/or an appropriate subject or programme specific written assessment designed and marked by the relevant Department; and
- 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
- 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 inclusive of the date of scheduling writing a requisite eligibility assessment.**

## Tuition Fees

To assist you with your planning, the 2021 fees have been indicated.

**Please Note:** DUT cannot be held liable for the fees in this brochure, as the 2022 fees are not yet final.

### First Year Curriculum

Name of Module	Module Code	HEQSF Level	SAQA Credits	2021 Fees
<b>Semester One</b>				
Cornerstone	CSTN101	5	12	R3 260.00
Environmental Sustainability	EVST101	5	8	R2 030.00
Quantitative Approaches to Management	QNTA101	5	8	R2 040.00
Introduction to Business Law	IBLA101	5	16	R4 070.00
Introduction to Business	INBU101	5	16	R4 070.00
<b>Total</b>				<b>R15 470.00</b>
<b>Semester Two</b>				
Time & Stress Management	TMST101	5	8	R2 040.00
Law for Life	LWLF101	5	8	R2 040.00
Business Communication & Info. Literacy	BCIF101	5	16	R4 070.00
Financial Literacy	FNLT101	5	12	R2 990.00
Academic Literacy & Practice	ALTW101	5	16	R4 070.00
<b>Total</b>				<b>R15 210.00</b>
<b>Total Credits for Semester 1 &amp; 2</b>			<b>120</b>	

Second Year Curriculum				
<b>Semester Three</b>				
Fundamentals of Public Relations	FPRL201	6	16	R4 070.00
Fundamentals of Communication Science	FNCS201	6	16	R4 070.00
Public Relations & Media	PRLM201	5	16	R4 070.00
Introduction to Technology	ITLG101	6	12	R2 990.00
<b>Total</b>				<b>R15 200.00</b>
<b>Semester Four</b>				
Applied PR and Comm. Planning	APCP201	6	16	R4 070.00
Writing for Public Relations	WPRL201	6	16	R4 070.00
Public Relations Contexts	PCTX201	6	16	R4 070.00
Society and the Media	SOCM201	6	12	R2 990.00
<b>Total</b>				<b>R15 200.00</b>
<b>Total Credits for Semester 3 &amp; 4</b>			<b>120</b>	
Third Year Curriculum				
<b>Semester Five</b>				
Marketing for Public Relations	MRKP201	6	16	R4 070.00
Corporate Communication	COCM301	6	16	R4 070.00
Stakeholder Management	SKMN301	6	16	R4 070.00
Work Preparedness	WKPR101	6	8	R2 050.00
<b>Total</b>				<b>R14 260.00</b>
<b>Semester Six</b>				
Dynamics in the Workplace	DYNW201	6	16	R4 070.00
Reflective Writing	RFLN201	6	16	R4 070.00
Public Relations Practice	PUBP301	6	16	R4 070.00
Communication Practice	CMNP301	6	16	R4 070.00
<b>Total</b>				<b>R16 280.00</b>
<b>Total Credits for Semester 5 &amp; 6</b>			<b>120</b>	

## Higher Certificate in Public Relations and Communication

**NQF Level: 5**

**SAQA ID: 110685**

**Qualification Code: HCPRMI (DBN)  
HCPRCI (PMB)**

**Location: ML Sultan (Durban-B Block 4<sup>th</sup> Floor)  
Riverside Campus (Pietermaritzburg)**

### Description of the Programme

The Higher Certificate in Public Relations and Communication is designed to enhance the employability of students by equipping them with basic public relations and communication knowledge and skills, which will enable them to occupy entry-level/junior or support positions in both the private and the public sectors.

### Duration

One year full-time

### Entry Requirements (Higher Certificate in Public Relations and Communication)

NATIONAL SENIOR CERTIFICATE (NSC) (01 January 2009)		SENIOR CERTIFICATE (SC) (PRE 2009)			NATIONAL CERTIFICATE VOCATIONAL (NCV)	
NSC Higher Certificate Entry. A minimum of 22 points excluding Life Orientation will be considered.		A Senior Certificate or Equivalent Qualification. A minimum of 20 points will be considered			(NCV) (Level 4)	
Compulsory Subjects	NSC Rating Code	Compulsory Subjects	HG	SG	Compulsory Subjects	Mark
English (Home)	3	English	E	D	English/Communication	50%
English (1 <sup>st</sup> additional)	4					

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

Selection processes may be applicable

### Tuition Fees

To assist you with your planning, the 2021 fees have been indicated.

**Please Note:** DUT cannot be held liable for the fees in this brochure, as the 2022 fees are not yet final.

## First Year Curriculum

Name of Module	Module Code	HEQSF Level	SAQA Credits	2021 Fees
<b>Semester One</b>				
Business Communication and Information Literacy	BCOL101	5	16	R4 080.00
Financial Literacy	FNLT101	5	12	R2 990.00
Introduction to Technology	ITLG101	5	12	R2 990.00
Cornerstone	CSTN101	5	12	R3 260.00
<b>Total</b>				<b>R13 320.00</b>
<b>Semester Two</b>				
Event Management	EVMA101	5	16	R3 250.00
Fundamentals of Writing for Media	FOWN101	5	16	R3 250.00
Introduction to Public Relations and Communication	IPRC101	5	20	R3 250.00
Introduction to Public Relations Media	IPRM101	5	16	R3 250.00
<b>Total</b>				<b>R13 000.00</b>
<b>Total Credits for Semester 1 &amp; 2</b>			<b>120</b>	

### Application

Applicants who wish to enrol for the programme/s must apply through the CAO system by no later than 30 September of the previous year.

### Application Forms

Contact the Central Applications Office (CAO)

#### Address letters to:

Central Applications Office  
Private Bag X06  
Dalbridge  
4014  
Tel: (031) 268 4444  
Fax: (031) 268 4422

#### OR

Apply online: <http://www.cao.ac.za>

### CAO Codes

DBN: Diploma: DU-D-MP3  
DBN: Higher Cert.: DU-D-HPR  
PMB: Diploma: DU-P-MP3  
PMB: Higher Cert.: DU-P-HPR

**Closing Date for Applications:** 30 September 2021

### For Further Information

Contact the Department of Public Relations Management  
Durban University of Technology  
ML Sultan Campus, B Block 4th Floor  
P O Box 1334  
DURBAN,  
4000  
Tel: (031) 373 5277

#### OR

Contact the Department of Applied Management  
Midlands Centre, Pietermaritzburg Campus  
P O Box 101112  
SCOTTSVILLE  
Tel: (033) 845 8851

### Financial Aid

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

**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) 373 2931/2557/2054.