

College of Business and Economics
JOHANNESBURG BUSINESS SCHOOL
Transport and Supply Chain Management

Bridging Programme for Advanced Diploma (Logistics) (S1BALQ)

CONTINUING EDUCATION PROGRAMME (CEP)

BRIDGING PROGRAMME FOR
ADVANCED DIPLOMA (LOGISTICS)

APPLICATION TOKEN

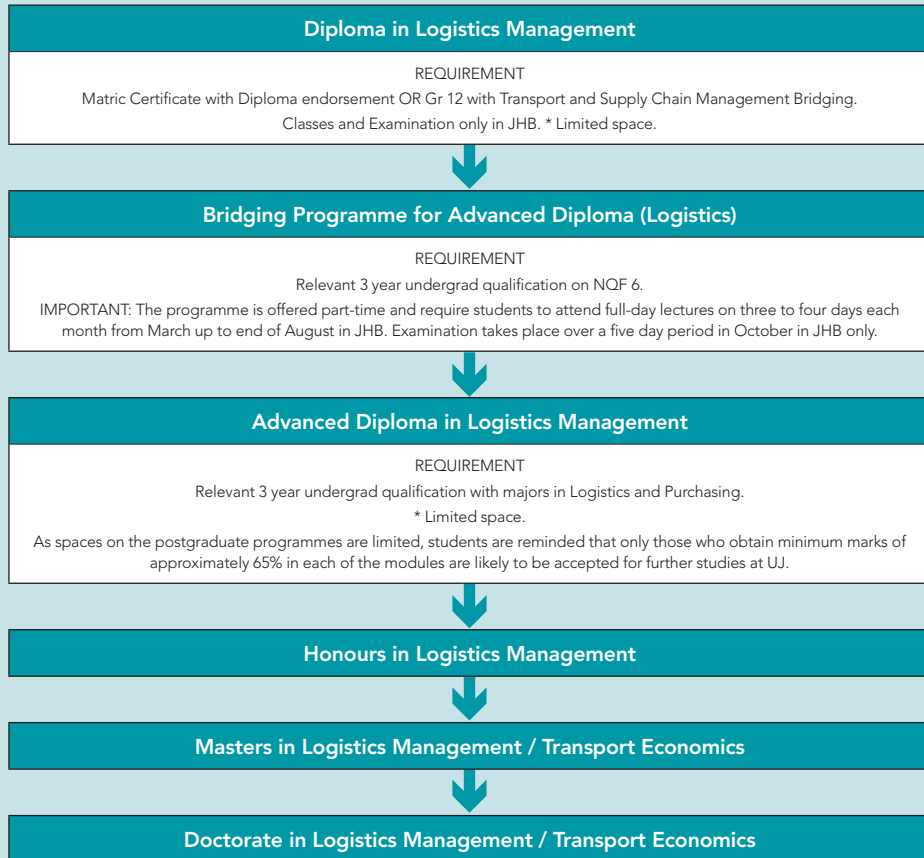
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UNIVERSITY
OF
JOHANNESBURG

2018

Continuing Education Programme (CEP)



Bridging Programme for Advanced Diploma (Logistics)

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PLEASE NOTE: THE UNIVERSITY RESERVES THE RIGHT TO AMEND ENROLMENT REQUIREMENTS, TIMETABLE AND PROGRAMME CONTENTS AS AND WHEN THE NEED ARISES, WITHOUT PRIOR NOTICE.

PROGRAMME CO-ORDINATION

Programme co-ordinator and administrator

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INFORMATION ON THE PROGRAMME

The University of Johannesburg (UJ) offers a **Bridging Programme Advanced Diploma in Logistics** which is designed for students with a relevant NQF 6 qualification or who come from other disciplines and generally lack knowledge in the major fields of Purchasing and Logistics. The Bridging programme aims to assist these students in their transition by preparing them and enabling them to apply for the Advanced Diploma in Logistics.

The programme is offered on a part-time basis with a required attendance at lectures on specified days of the month. The assessments will also be due or completed at these lectures.

CONTACT SESSIONS (ONLY IN JHB)

IMPORTANT: The programme is offered part-time and requires students to attend full-day lectures on three to four days each month from March to the end of August. Examinations take place over a four day period in October.

- This training delivery method is ideal for working students who cannot attend full-time classes at a tertiary institution, and who are employed in the transport industry
- Classes are offered at the Auckland Park Bunting Road Campus, Cottesloe, Johannesburg
- Students will receive a complete class schedule on registration/ orientation day
- Note that attendance of classes, and assessments are compulsory
- Approximately eight (8) workshops are scheduled per module Your lecturer will present an overview of the work which you will be required to cover on your own and assist in any problems you may experience

IMPORTANT: The module End User Computing is a practical course. It is essential that students have access to a computer and Microsoft Office 2013 packages.

DURATION OF PROGRAMME

- 8 (EIGHT) Months

ADMISSION

- Prospective students should have a relevant NQF 6 Diploma
- Only online applications will be considered and will go through a selection process
- Selections are based on the performance in the relevant NQF 6 diploma
- Applications will open 20 November 2017 until 31 January 2018.
- Limited space is available

LEARNING PATH

You are eligible to apply for the Advanced Diploma in Logistics Management after completion of the Bridging Programme Advanced Diploma (Logistics) with an **minimum final average of 65% in each of the modules**. All applicants will be subject to a selection process and space availability.

FINANCE

Refer to the Finance Leaflet for more information regarding the fees, payment options and payment methods, etc.

ASSESSMENTS

- The modules requires one assignment, two tests and one examination
- The examination will be written in October 2018
- Students must pass all the modules to qualify to apply for the Advanced Diploma in Logistics
- All students in the bridging course are subjected to the application rules for applying to formal degrees
- As space in the Advanced Diplomas is limited, only students who obtain a **minimum average of 65% in each of the modules**, may be considered for further studies at UJ.

THE YEAR MARK CALCULATION

(Example)

Assignment	30%	
Test 1	35%	
Test 2	35%	
Year mark	100%	In order to qualify for the examination a minimum of a 40% is required.

CALCULATION OF EXAMINATION MARK

Examination 100%

CALCULATION OF FINAL MARK

Year mark 50%

Examination 50%

Final Mark 100% A pass mark of 50% in each module, is required.

CURRICULUM

Registered students will be supplied with detailed learning guides.

Textbooks can be obtained from all major suppliers.

Students that graduated in a relevant Diploma will register for the following modules:

Bridging Programme for Advanced Diploma (Logistics) (S1BALQ)

Logistics	LOGBRY1
Purchasing	PURBRY1
Applied Accounting Skills (Logistics)	AALBRY1
End user Computing	EUCBRY1

MODULE DESCRIPTION

Logistics

- Supply chain structure and design
- Logistics planning and strategy
- Supply chain product characteristics
- Supply chain customer service
- Transport fundamentals
- The order cycle
- Information systems
- Transport operational control
- Forecasting demand
- Inventory control
- Purchasing and Supply Scheduling
- Warehousing function and Storage facility Location

Purchasing

- Purchasing and Supply Chain Management
- Purchasing Decisions and Business Strategy
- The Legal Aspects of Purchasing
- Material Management
- Assignment preparation
- Quality, Specification and Technology
- Quality and Inventory
- Purchasing Procedures, E-Procurement and System Contracting
- Supplier Selection

End User Computing

- Introduction to MS Office 2013
- Creating a document
- Formatting a long document
- Enhancing a document
- Creating a presentation
- Enhancing a presentation
- Microsoft Excel 2013
- Creating a workbook
- Working with formulas and functions
- Creating an advanced workbook
- Inserting and formatting Charts

Applied Accounting Skills (Logistics)

- Introduction to Accounting
- Accounting Equation
- Accounting Cycle

- Journals and Accounting Records
- Current Assets
- Non-Current Assets
- Financial Statements
- Working capital management
- Cash budgets
- Value added tax (VAT)

APPLICATION AND REGISTRATION PROCESS

APPLICATION DATE	20 November until 31 January
REGISTRATION DATE	26 February until 2 March

Step 1: How to apply?

Complete the online application form by using your student number
<https://ulink.uj.ac.za/index.html>

Step 2: Check your status on a regular basis from 20 February and view the correspondence attached on:

<https://student.uj.ac.za/status.aspx> the following status codes apply:

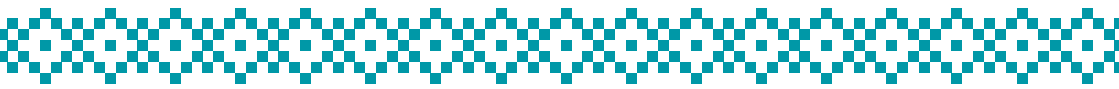
STATUS CODE	MEANING OF STATUS CODE
RD (Refer to Department)	Documents outstanding (Certified copies of your ID & GR 12 Certificate)
C (Cancelled)	Discretion of Department of Transport and Supply Chain Management
L (Space constrained)	Programme reached capacity intake
EN (Declined)	Did not meet the admittance requirement
EA (Admitted)	Student can continue to register after finance clearance
EV (Conditionally Admitted)	Awaits final results

Step 3: How to register?

Students may register via the student portal. Please update your contact details. Proof of payment (minimum deposit) is required. Refer to Finance leaflet.

For further information or pay online. <https://ulink.uj.ac.za/index.html>

Please note that you will not be able to register if you did not received an acceptance status.



International Students

For application process please follow Step 1.

For registration process please follow Step 3.

For payment information, please refer to the Finance leaflet.

International Office Details

International students need to contact the University of Johannesburg International Office for all queries and additional information.

Phone (+27) 11 559 1027/4517 or email tshepangm@uj.ac.za.

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