DIPLOMA IN TRANSPORTATION MANAGEMENT

APPLICATION TOKEN **TPTMULTI**

UNIVERSITY OF JOHANNESBURG

DEPARTMENT OF TRANSPORT AND SUPPLY CHAIN MANAGEMENT
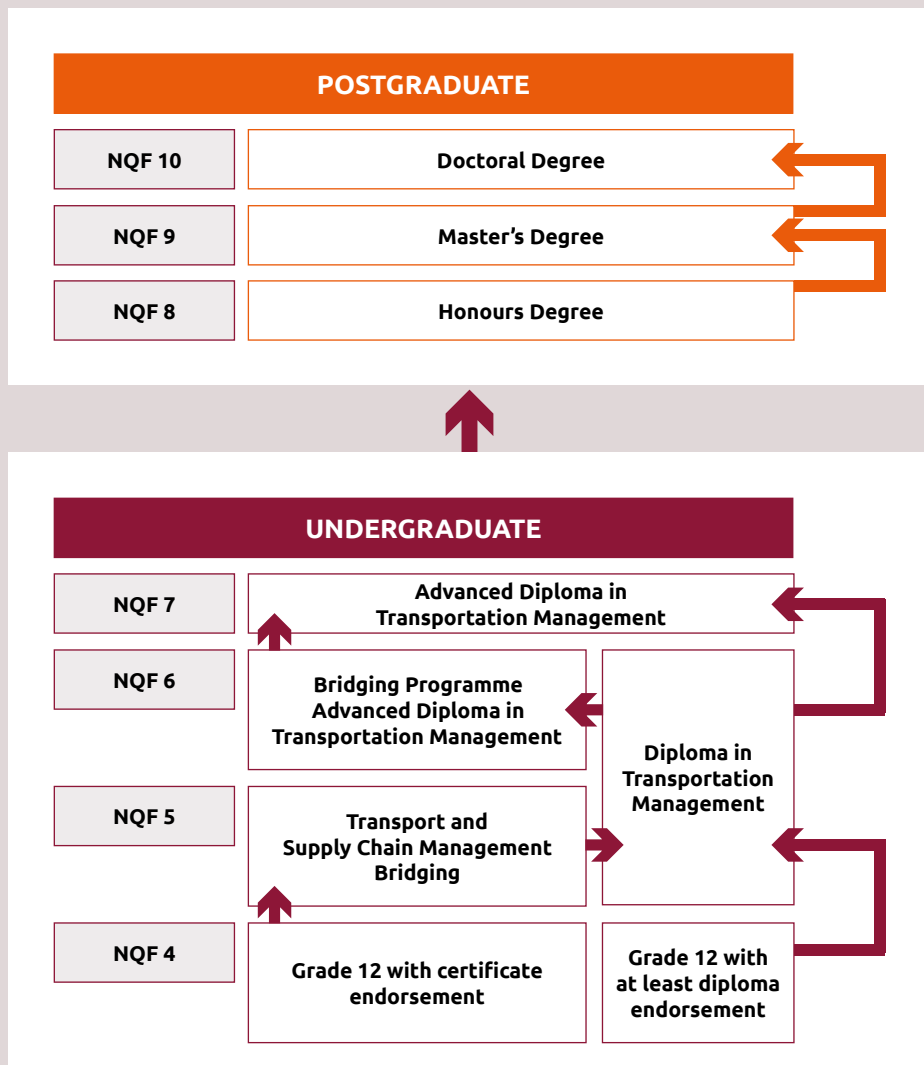
2024

CONTINUING EDUCATION PROGRAMME (CEP)

Diploma in Transportation Management
(D1DTMQ)

School of Management
College of Business and Economics

The Future Reimagined

ARTICULATION POSSIBILITIES

POSTGRADUATE

NQF 10	Doctoral Degree
NQF 9	Master's Degree
NQF 8	Honours Degree

UNDERGRADUATE

NQF 7	Advanced Diploma in Transportation Management
NQF 6	Bridging Programme Advanced Diploma in Transportation Management	Diploma in Transportation Management
NQF 5	Transport and Supply Chain Management Bridging	
NQF 4	Grade 12 with certificate endorsement	Grade 12 with at least diploma endorsement

PLEASE TAKE NOTE OF THE FOLLOWING:

Refer to the specific programme brochures to familiarise yourself with: ▪ **Admission requirements** ▪ **Exam information** ▪ **Study schools** (where and how they are conducted).

Admission to this programme does not guarantee registration.
Registration will be determined by space availability.

Diploma in Transportation Management (D1DTMQ)

Application token: TPTMULTI

TABLE OF CONTENTS

PLEASE NOTE: THE UNIVERSITY RESERVES THE RIGHT TO AMEND ENROLMENT REQUIREMENTS, TIMETABLE AND PROGRAMME CONTENTS AS AND WHEN THE NEED ARISES, WITHOUT PRIOR NOTICE. CEP programmes will continue despite National disasters, however mode of delivery could change.

www.uj.ac.za/continuingeducation

PLEASE NOTE
No NSFAS funding is available for this qualification.

WHAT MAKES THE DIPLOMA IN TRANSPORTATION MANAGEMENT UNIQUE?

EASY ADMISSION

- Prospective students should be in possession of a Grade 12 Certificate with endorsement to at least diploma studies/university exemption.
- The Transport and Supply Chain Management Bridging programme will be offered to students who have completed Grade 12 without the required endorsement/university exemption. After completion of this bridging programme you may apply to do a Diploma in Transportation Management.

ADMISSION REQUIREMENTS

- Grade 12 Certificate with diploma endorsement/university exemption.
- A good working knowledge of English (learning material will be available in English only).
- Relevant documentation (see how to enrol).
- **A digital device with Internet access (data availability) is required e.g. laptop or desktop computer** (advisably not a cellphone or tablet) **for teaching and learning, including the submission of assignments online**.
- **Computer literacy is essential**.

AFFORDABILITY

This qualification offers a unique, affordable, cost-effective opportunity for students.

CONVENIENCE

- Study from the comfort of your own home when applying for a

Continuing Education Programme (CEP) at the Department of Transport and Supply Chain Management.

- Students have the opportunity to attend a five-day study school.
- Examinations are written at various examination centres across South Africa.
- Easy access via the UJ website on the Student Portal to obtain assessment results, etc. Internet access is essential.
- Registration will be determined by space availability.

COMPREHENSIVENESS

- This qualification is offered at NQF level 6 and comprises a full range of modules covering all the major functional areas of a transport/logistics company.
- Students are also given the opportunity to specialise in a particular transport mode.

CAREER OPPORTUNITIES

This qualification gives you the opportunity to advance your career prospects and to improve your potential for appointment to and promotion within, the transport/logistics sector.

Career opportunities in Airlines, Shipping Companies, Road Operations, Rail Operations, Freight Forwarding and Logistics Companies.

LEARNING PATH

By satisfying the specific curricular enrolment and selection requirements, qualifying students have the opportunity to further their studies on a limited contact basis only at the University of Johannesburg by completing a one-year bridging programme in order to gain access to the Advanced Diploma.

FINANCE

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

Do take note that NSFAS does not fund this programme.

CONTACT DETAILS

FURTHER DETAILS AND STUDY SCHOOL DATES WILL BE PROVIDED IN THE STUDY MATERIAL TO REGISTERED STUDENTS

Telephone: 011 559 3093 / 4949

Fax: 011 559 2029

Email: **tscmtmd@uj.ac.za**

Programme co-ordinator: IRIS MACHAEA

TYPE OF WHOLE PROGRAMME

Three-year credit bearing programe.

DURATION OF QUALIFICATION

Three academic years

NQF LEVEL

Level 6

SAQA ID

96994

CREDITS

360 Credits

CEP programmes will continue despite National disasters, however mode of delivery could change.

CURRICULUM

FIRST YEAR

Students are required to complete five modules in the first year, all of which are compulsory:

Industrial Relations (Module Code – IDRTMY1)
Marketing Management (Module Code – MKMTMY1)
Strategic Management (Module Code – STMTMY1)
Contract Management (Module Code – CTMTMY1)
Road Transport Legislation (Module Code – RTLTMY1)

CONTENTS

INDUSTRIAL RELATIONS: IDRTMY1

The purpose of this module is to develop competencies in the management and application of industrial relations processes and mechanisms in the workplace through the correct application of labour legislation in the workplace.

MARKETING MANAGEMENT: MKMTMY1

The purpose of this module is to create competence in the marketing concept, principles and activities associated with the marketing mix. This will enable students to develop skills to ensure continuous profitability for the organisation, the nature and components of the communication process and the integrated marketing communication mix and how they contribute to the success of the marketing efforts of the organisation.

STRATEGIC MANAGEMENT: STMTMY1

The purpose of this module is to develop competencies in the management and application of strategic management processes in

the workplace through the correct application of and adherence to strategic management principles and procedures.

CONTRACT MANAGEMENT: CTMTMY1

The purpose of this module is to introduce students to the concept of legal contracts and the 'foundation' of all contracts, namely offer and acceptance. Factors and events that undermine proper communication of offers and acceptance and prevent them from producing agreement will be addressed.

ROAD TRANSPORT LEGISLATION: RTLTMY1

The purpose of this module is to develop competencies in the practical implications of law and the role and importance of legislation, regulation and policy formulation in the transport sector as well as the general economy of the country. The module further provides students with the Road Transport Legislation applicable in South Africa to give a holistic overview of the Transport Law environment.

SECOND YEAR

Project Management (Module Code – PJMTMY2)
Transportation Management Project (Module Code – RESTMY2)
Transport Economics (Module Code – TPETMY2)
Transport Operations Planning (Module Code – TOPTMY2)

CONTENTS

PROJECT MANAGEMENT: PJMTMY2

The purpose of this module is to develop competency in the management and application of project management processes and mechanisms in the workplace through the correct application of project management techniques and legislation in the workplace.

TRANSPORTATION MANAGEMENT PROJECT: RESTMY2

The purpose of this module is to develop competencies in the application of communication skills in the related field of transportation management. Students should be able to write academic research essays through the development of students' reading, writing and research skills and knowledge base. On completion of the required performance tasks, students will be able to do research and write academic essays.

TRANSPORT ECONOMICS: TPETMY2

The purpose of this module is to develop an understanding of the principles of transportation economics and environment within which transportation functions.

TRANSPORT OPERATIONS PLANNING: TOPTMY2

The purpose of this module is to provide students with knowledge and competencies concerning transportation operations planning. These skills are required to supervise and/or manage transportation operations within a small, medium or large organisation efficiently and effectively.

THIRD YEAR

Logistics Management (Module Code – LGMTMY3)

Transportation and Warehousing (Module Code – TWHTMY3)

Year modules elective (choose two)
- **Air Transport** (Module Code – ARTTMY3)
- **Transport Planning** (Module Code – TPPTMY3)
- **Import and Export** (Module Code – IXPTMY3)
- **Urban Transport** (Module Code – UBTTMY3)
- **Road Freight Transport** (Module Code – RFTTMY3)

- **Maritime Transport** (Module Code – MTTTMY3)
- **Rail Transport** (Module Code – RATTMY3)

CONTENTS

LOGISTICS MANAGEMENT: LGMTMY3

The purpose of this module is to develop competencies in the management and application of integrated business logistics as well as the role and application of logistics principles within supply and value chain management. This will assist students in the workplace to take decisions based on sound principles.

TRANSPORTATION AND WAREHOUSING: TWHTMY3

The purpose of the module is to provide students with the knowledge and competencies concerning transportation and warehousing. These skills are required to supervise and/or manage transportation and warehousing processes and procedures within a small, medium or large organisation efficiently and effectively.

AIR TRANSPORT: ARTTMY3

The purpose of this module is to introduce the students to the history of commercial aviation as well as the role and importance of the air transport industry in the economy of a country. The students will also be introduced to the concepts of supply and demand in the passenger transport industry and aircraft selection, air cargo and airport operations.

TRANSPORT PLANNING: TPPTMY3

The purpose of this module is to develop an understanding of the theory of transportation planning and the provisions for transportation planning in the South African environment.

IMPORT AND EXPORT: IXPTMY3

The purpose of this module is to develop competencies in the

management and application of the requirements for the import and export of goods in South Africa.

URBAN TRANSPORT: UBTTMY3

The purpose of this module is to develop an understanding and competencies to analyse urban transport challenges in the contemporary urban environment in South Africa. Students should be able to reflect on these challenges and provide solutions to alleviate the challenges.

ROAD FREIGHT TRANSPORT: RFTTMY3

The purpose of this module is to provide the student with an overview of the functions of transport management. The module deals with the objective of management, organisation and management structures, functions of management, job descriptions and management approaches in private and public transport operations. Furthermore, the module deals with the procurement, costing, depreciation as well as the legislative aspects of transport management.

MARITIME TRANSPORT: MTTTMY3

The purpose of this module is to acquaint the student with the historical development of ocean shipping as well as local and international trade. The student will also be familiarised with ship design, cargo operations and maritime trades. The legal principles and maritime insurance concepts will also be highlighted.

RAIL TRANSPORT: RATTMY3

The purpose of this module is to develop the capability to analyse the role and importance of rail transport in South Africa and the national economy and to develop students' competency in analysing, transforming and critically evaluating various aspects of the competitive position of rail transport.

ASSESSMENTS (Assignments and examinations)

- A submission of two assignments per module is compulsory in order to gain access to the examination.
- The examination is written in October/November over five (5) consecutive days.
- Students must pass all the modules to qualify for the diploma.
- The assignments will count 25% towards the final mark for that specific module.
- The examination will count 75% towards the final mark for that specific module.
- A pass mark of 50% is required for each module.
- A minimum of 40% for an examination is required to pass a module
- A combined (assignment + examination) pass mark of 50% is required to pass a module.
- The examination is a sit-down invigilated examination to be written at any one of the approved examination centres in South Africa only. These examination centres are Bloemfontein, Cape Town, Durban, East London, Johannesburg, Klerksdorp, Nelspruit, Polokwane and Pretoria.

MODERATION

- Moderation is internal for the first and second year models, making use of subject specialists within the Department.
- Moderation is external for the third-year exit level modules, making use of subject matter experts.
- Summative assessments are moderated.
- The summative assessments are written at various examination centres in South Africa.

CREDITS

- To proceed to the next level, at least 50% of the year's modules must be passed.
- Should a student not pass a module/s he or she will be required to reregister for those modules failed.
- Registration for modules from the second and third year will be based on the outcomes of the final results from the previous year and will be determined by the Course Coordinator.
- Students will retain credits for the module/s already passed. Credits may be retained for a maximum period of seven (7) years, provided that there have been no material changes to the curriculum.
- No credit from this programme can be transferred to the formal programme offered by the University.
- No credits from the former Transportation Management Diploma (NQF level 5) can be transferred to this Programme.
- Students who have completed the Transportation and Supply Chain Management Bridging will receive credit for Industrial Relations.

CERTIFICATION

Diploma in Transportation Management will be awarded to students who have completed all the prescribed modules successfully.

PLEASE NOTE
Online applications are FREE. Nobody can secure a space for you.
DO NOT pay any fee to a third party.

APPLICATION AND REGISTRATION PROCESS

Step 1: How to apply?

ONLINE APPLICATION DATE	1 September to 20 February (Dates subject to change)

When applying for the first time:
- Follow the link to the Departments web page:
  www.uj.ac.za/continuingeducation
- Refer to the **Diploma in Transportation Management**.
- Go to the indicator that says: ***Click HERE to apply***.
- Apply by using the application token: ***TPTMULTI*** *(The token is case sensitive)*.
- Complete the online application form.
- Attach a certified copy of your Grade 12 Certificate electronically.
- Attach a certified copy of your passport or identity card electronically.

Step 2: Check your status on a regular basis and view the correspondence online.
Go to the indicator that says: ***Click HERE to check your status***.
student.uj.ac.za/status.aspx (download correspondence)
– the following status codes apply:

STATUS CODE	MEANING OF STATUS CODE
RD (Refer to Department)	Documents outstanding (**Certified copies** of your ID & Grade 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 admission requirement
EA (Admitted)	Student can continue to register after finance clearance
EV (Conditionally admitted)	Awaits final results
8P (Previous choice get preference)	Awaits outcome of previous choice
OR	Already registered

It is encouraged that application and registration takes place online and not on campus.

Step 3: How to register?

ONLINE REGISTRATION DATE	17 January to 28 February (Dates subject to change)

- Check your addresses and contact details. Make sure your delivery address (DA) is loaded (physical address where you are during the day to receive learning material via courier services)
- Proof of payment (minimum deposit) – refer to finance leaflet or pay online.
- Senior students may register via the student portal. Please update your contact details.
- First time registering students may register on: **www.uj.ac.za/continuingeducation**
- Go to the indicator that says: *If admitted click HERE to register*.
- Tick all boxes next to the modules. If you do not do this you will not receive your learning material and only a qualification will be registered.
- The University does not register students who submit incomplete documentation or do not attach the necessary documents required for registration.
- Once you have been accepted (EA code) you will be able to view and print your admittance letter .
- You will be notified via SMS to register online for the programme you applied for.
- Refer to the finance leaflet for fees payable prior to registration.
- Your learning material will be couriered to you once your registration has been completed.

PLEASE NOTE THAT YOU WILL NOT BE ABLE TO REGISTER IF YOU WERE NOT GIVEN AN ACCEPTANCE STATUS (**EA**). THE DEPARTMENT OF TRANSPORT AND SUPPLY CHAIN MANAGEMENT RESERVES THE RIGHT TO CANCEL AN APPLICATION. Admission to this programme does not guarantee registration. Registration will be determined by space availability.

PLEASE NOTE
Online applications are FREE. Nobody can secure a space for you.
DO NOT pay any fee to a third party.

INTERNATIONAL STUDENTS APPLYING AND REGISTERING:

Step 1: How to apply?

ONLINE APPLICATION DATE	1 September to 20 February (Dates subject to change)

When applying for the first time:
- Follow the link to the Departments web page:
  www.uj.ac.za/continuingeducation
- Refer to the **Diploma in Transportation Management**.
- Go to the indicator that says: ***Click HERE to apply***.
- Apply by using the application token: ***TPTMULTI*** *(The token is case sensitive)*.
- Complete the online application form.
- Attach a certified copy of your school leaving certificate electronically.
- Attach a sworn English translation of documents electronically (students from non-English medium schools only).
- Attach a certified copy of your passport or identity card electronically.

Please note that all documents should be certified by a South African High Commission, Consulate, Trade Mission or a Public Notary in your home country.

Step 2: Check your status on a regular basis and view the correspondence online.

Go to the indicator that says: ***Click HERE to check your status***.
student.uj.ac.za/status.aspx (download correspondence)
– the following status codes apply:

STATUS CODE	MEANING OF STATUS CODE
RD (Refer to Department)	Documents outstanding (**Certified copies** of your ID & Grade 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 admission requirement
EA (Admitted)	Student can continue to register after finance clearance
EV (Conditionally admitted)	Awaits final results
8P (Previous choice get preference)	Awaits outcome of previous choice
OR	Already registered

Step 3: How to register:

ONLINE REGISTRATION DATE	**17 January to 28 February** (Dates subject to change)

- Check your addresses and contact details. Make sure your delivery address (DA) is loaded (physical address where you are during the day to receive learning material via courier services).
- Proof of payment (minimum deposit) – refer to finance leaflet or pay online.
- Senior students may register via the student portal. Please update your contact details.
- First-time registering students may register on **www.uj.ac.za/continuingeducation**
- Go to the indicator that says: ***If admitted click HERE to register.***
- Tick all boxes next to the modules. If you do not do this you will not receive your learning material and only a qualification will be registered.

PLEASE NOTE THAT YOU WILL NOT BE ABLE TO REGISTER IF YOU WERE NOT GIVEN AN ACCEPTANCE STATUS (**EA**). THE DEPARTMENT OF TRANSPORT AND SUPPLY CHAIN MANAGEMENT RESERVES THE RIGHT TO CANCEL AN APPLICATION.

Admission to this programme does not guarantee registration. Registration will be determined by space availability.

- The University does not register students who submit incomplete documentation or do not attach the necessary documents required for registration.
- Once you have been accepted (EA code) you will be able to view and print your admittance letter.
- You will be notified via SMS to register online for the programme you applied for.
- Refer to the finance leaflet for fees payable prior to registration.
- Your learning material will be couriered to you once your registration has been completed.

> **PLEASE NOTE**: THE UNIVERSITY RESERVES THE RIGHT TO AMEND ENROLMENT REQUIREMENTS, TIMETABLE AND PROGRAMME CONTENTS AS AND WHEN THE NEED ARISES, WITHOUT PRIOR NOTICE. CEP programmes will continue despite National disasters, however mode of delivery could change.

Students who applied for the Advanced Diploma in Transportation Management after they have succeeded in the Diploma in Transportation Management and did not meet the requirements, can apply for the Bridging Programme for Advanced Diploma (Transportation Management).

Please take note of the following contact details for further information.

Programme: **Bridging Programme for Advanced Diploma (Transportation Management)**

Email address: **tscmbad@uj.ac.za**

Web link: **www.uj.ac.za/continuingeducation**

CONTACT DETAILS

FIRST YEAR APPLICATION ENQUIRIES
Email: **tscmbiographics@uj.ac.za**
Tel:　　**011 559 2781**

PROGRAMME ENQUIRIES
Email: **tscmtmd@uj.ac.za**
Tel:　　**011 559 3093 / 4949**

PHYSICAL ADDRESS

Department of Transport and Supply Chain Management
College of Business and Economics
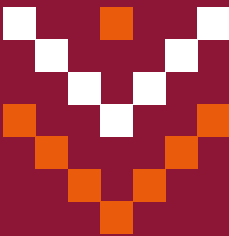University of Johannesburg
Auckland Park Kingsway Campus
Corner Kingsway and University Road
Auckland Park
Johannesburg
Offices: **D Ring 7** (7th Floor)

Department of Transport and Supply Chain Management
Follow us on Facebook **@UJTSCM** and on Instagram **@UJTSCM**
School of Management
College of Business and Economics
www.uj.ac.za/continuingeducation