



Rhodes Business School
Leadership for Sustainability

Responsible Leadership | Engaged Business | Integrated Society

Short Course

Certificate in Project Management (MBA Aligned)

NQF Level: 9

20 – 23 February 2017



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Where leaders learn

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www.ru.ac.za/businessschool
www.criticalthought.co.za



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1. INTRODUCTION

Within all business sectors today, there is a need for professionals who are capable of managing a variety of large and often complex projects within the specified budget and time frame. By developing “in-house” project management skills, it will be possible to maximise business advantage by enhancing communication, improving planning and control, and meeting project goals and objectives on brief, on budget and on time.

The current certificate course is aimed at managers, consultants, decision makers, developers, facilitators, NGO's and any other professional who would like to improve their ability to manage projects. It is also aimed at short course participants who may be considering registering for an MBA-degree. That is, it provides the opportunity to experience an MBA class and to earn a credit towards a Rhodes MBA. The course is presented over four days, with classes running from 8.00am to 6.00pm daily, except on the last day, which will end at 2.00pm.

2. NQF LEVEL

This course is certificated at NQF level 9, and has a credit value of 6. A **certificate of competence** will be issued to delegates who pass the required assessment at this level. **Letters of attendance** will be issued to those who do not meet the competence requirements.

3. ENTRANCE REQUIREMENTS

All applications should **normally**:

- Hold at least a full-qualification at NQF level 8 (e.g. Honours degree or a PostGraduate Diploma) from an approved university, technikon or other institution.
- Have a minimum of 3 years full-time relevant practical work experience, preferably at a management level.
- Be proficient in English.

4. COURSE OUTCOMES

At the end of the course participants will be able to initiate, contribute to, terminate, and evaluate a project.

5. COURSE CONTENT

- The sustainable Project selection process
- Define the scope of a project involving all stakeholders;
- Develop a project plan;
- Manage the implementation of a project;
- Risk and Quality management;



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- Complete the project by ensuring transition to ongoing operations;
- Performing a post-implementation review;
- Apply project management software such as MS Project.

6. COURSE FEE

The fee for the course will be R10 500 and full payment is required before commencement of the course. This fee includes all course materials, but does not include refreshments, meals, accommodation or travelling costs.

Please note that as far as possible, course materials will be provided electronically. Consequently, course participants will need to bring their own electronic device to class, such as a tablet, laptop or notebook.

Bank details

Account name: Rhodes University

Branch: First National Bank, Grahamstown (Branch code: 210-717) Account number: 62145503076

Cancellation Policy

Rhodes Business School reserves the right to cancel this course 7 days prior to the start of the course.

Payment of the full fee will serve as final confirmation for attending the course, and must be received at least 7 days prior to the start of the course. Due to the costs involved in the course there will be a 25% cancellation fee for any cancellations that are received less than 7 days before the start of the course.

7. VENUE

The course will be held at the Rhodes Business School Teaching Room. Top Floor Theatre Building, Cnr Prince Alfred and Somerset Streets, Grahamstown.

Closing Date for applications: 5 February 2017

8. FURTHER DETAILS

If you have any queries please contact: Ms Aviwe Petsha

Phone: 046 603 8617

Fax: 046-603 8613



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Leadership for Sustainability

Email: a.petsha@ru.ac.za

REGISTRATION FORM

(PLEASE WRITE CLEARLY. COMPLETE AND EMAIL BACK TO Ms Aviwe Petsha)

PROJECT MANAGEMENT (MBA Aligned): 20 – 23 February 2017

Surname:	First Name:	Title:

ID or passport number (required for the certificate):

Organization and designation:

Person and Postal address for the invoice:	Postal address for the certificate (if different):

Contact details



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Office Tel:	Fax:
Cell number:	Other:
Email:	

Educational Qualifications:

Please attach a copy of your certificate or a transcript of your results

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Work & Project Management Experience:

Describe both the nature of the experience and its duration

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Current and future Responsibilities related to Project Management:

Also indicate how you expect this course will assist you in carrying out these requirements

I, _____ hereby confirm that the information that I have completed in this application form is correct. I also confirm that I have read the course brochure and accept the conditions set out therein.

Signature

Date



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