



Postgraduate Diploma in Business Administration

PDBA Brochure

Postgraduate Diploma in Business Administration (PDBA)

The Tshwane School for Business and Society (TSB) Postgraduate Diploma in Business Administration (PDBA) is a management development programme aimed at all graduates with work experience and who demonstrate the potential to become successful managers and entrepreneurs.

The programme aims to provide students with broad-based theoretical and practical knowledge, and broad exposure to business management and entrepreneurship within the context of an integrated, holistic organisational approach and a transforming socio-economic setting.

Why TSB?

Our Postgraduate Diploma in Business Administration (PDBA) programme focuses on strategic decision making and change management within a corporate entrepreneurship context. A practical approach is taken in this programme, with a strong focus on problem-solving and management competencies.

This programme complements functional understanding with a holistic approach, by providing students with the relevant perspectives and skills required to operate effectively in a managerial role and to lead effectively within complex organisations.

With the numerous economic, social, and environmental challenges facing South African, we train our graduates to develop the vision and insight to:

1. Face challenges with a pragmatic viewpoint whilst maintaining a 'can do' attitude.
2. Take bold decisions that help create more successful and profitable organisations and communities.
3. Do their part in fostering a positive social impact.

Our strong case study approach also helps develop skills required by our graduates to become successful strategic thinkers and effective managers. These skills include the ability to 'think quickly on one's feet', problem solving and identifying opportunities when confronted with challenges.

Is a PDBA the right qualification for me?

Yes, if:

- You would like to develop both personally and professionally.
- You have an NQF level 7 qualification and would like to pursue an MBA.
- You want to climb the corporate ladder.
- You want to carve out your own path, start or grow your own business or move into the consulting space.

Admission Criteria

- A duly completed online application form.
- A minimum of four year's work experience.
- A Bachelor's degree or any other qualification at NQF level 7 degree from a recognised academic institution.
- A mark of at least 3.5 out of 10 for the TTS psychometric test.

Special requirements

If you have a special need, please contact the Admissions Office before you complete your application. We will do our best to accommodate this; however, we cannot make any guarantees.

** Acceptance is also subject to available capacity according to the Student Enrolment Plan (SEP) as well as supervision capacity. Applicants will be informed of their status per official letter from the Office of the Registrar, alternatively, they can check their application status on the TUT website, www.tut.ac.za.*

Class Offering

Classes are offered on a part-time basis consisting of Saturday lectures from 07:00 to 14:15 As well as one week evening on-line lecture . Our curriculum is divided into 3 trimesters in a year, with a two-week break in between each trimester. Each trimester consists of 10 weeks. There are 3 modules offered per trimester. The PDBA programme can be completed within a minimum of 1 year and a maximum of 2 years.

Lectures are held at 159 Nana Sita Street, Pretoria.

Course Outline

First Trimester	Corporate Entrepreneurship 1: Entrepreneurial Accounting and Finance Strategic Management 1: Strategic Analyses Advanced Research Methodology 1
Second Trimester	Change Management 1: Human Resource and Change Management Strategic Management 2: Strategy Formulation and Implementation Advanced Research Methodology 2
Third Trimester	Corporate Entrepreneurship 2: The Corporate Venture Change Management 2: Management of Strategic Change Advanced Research Methodology 3

** The Business School reserves the right to make changes which will help with improvements to the programme.*

Fee Structure

Please contact the Student Accounts Department at MthombeniSP@tut.ac.za for a quotation. There is a non-refundable application fee payable. This is payable upon submission of your application and does **not** include the entrance fee.

** The tuition fee is all inclusive and covers course material but not textbooksl.*

** All prices quoted above are subject to change and will be confirmed at the time of acceptance.*

Important Dates

Applications for the TSB PDBA programme open on **01 June**.

First round of applications close on **30 September** and final closing date is **15 October**

For more information go to www.tsb.ac.za

Application Procedure

1. Meet the admission criteria.

2. Apply online.

This can be done at www.tut.ac.za where you will also find details of what supporting documents to attach.

3. Pay the non-refundable application fee.

Please note proof of payment needs to be in an electronic format (PDF ONLY) in order for you to upload this to the application form.

4. Write the entrance test and submit reference forms.

Once the application form has been submitted, the PDBA Office will send you the test booking dates and reference forms which are to be completed by the referees and submitted to the PDBA Office.

5. Decision and feedback.

Once the test results are available and reference forms have been submitted to the Admissions Office, the application is now ready to be reviewed by the Admissions Committee. The Admissions Office will notify you of the outcome provided there is no outstanding documentation.

** Please note: Only online electronic applications will be considered. Emailed, faxed or posted applications will not be accepted.*

Get in Touch

Visit our website www.tsb.ac.za or contact the PDBA Office

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