



PROSPECTUS

**FACULTIES OF BUSINESS,
ENGINEERING & BIO-SCIENCES,
AND
LAW & HUMANITIES**

January 2016

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1. Introduction

Welcome to the University of Africa!

The University of Africa offers a wealth of relevant and contemporary knowledge through an affordable means of distance learning, backed by contact sessions and various examination opportunities. .

The University of Africa is an accredited University in Zambia and has been established in 2008 after complying with provisions of the Private University Act No 11/1999 of the laws of Zambia.

Through various political and academic protocols University of Africa's qualifications are recognized internationally.

Vision:

The vision of the University of Africa is to be a leading provider of quality distance education throughout Sub-Saharan Africa.

The **mission** of University of Africa is to provide:

- Reputable academic qualifications
- Affordable and relevant study options
- A friendly and accommodating study environment
- A place where students are equipped to realise their dreams and ambitions
through:
 - Academic integrity
 - Service excellence
 - Flexible, student focused administration
 - Innovative use of social and technical media

University of Africa aims to respond to the actual needs of those many students who want to empower themselves, and by empowering themselves, contribute to wealth creation – to the benefit of the individuals, their households and ultimately to economic growth and the development of Zambia. People graduating from University of Africa will have the capabilities and competencies to do their jobs well – whether in the public and/or the private sector – because they will be equipped with the conceptual and theoretical knowledge and the contextual understanding – the know why; and the practical skills – the know-how.

Most students face numerous obstacles in order to obtain tertiary qualifications. The challenge to the tertiary sector – both public and private – is to offer as many seats to as many qualifying applicants as possible. This challenge bodes for innovative initiatives, whilst continuously maintaining and upgrading of academic quality. The development and general conditions of living of any nation and community, are direct related to the level of the training and competencies of the citizens of the state.

University of Africa is a truly UNIQUE UNIVERSITY offering some real unique advantages to our students:

UNIQUE FEATURE: CONTINUOUS REGISTRATION THROUGHOUT THE YEAR:

Students can register any time of the year as and when it suits the student best in terms of own circumstances – whether it be available funds, job requirements or whatever unique circumstances probes and motivates the time of registration. No student has to wait for a full year or semester to start with studies. Whenever one is ready to start that moment is the opportune time to register.

University of Africa calls this: *Register as you go!*

UNIQUE FEATURE: FLEXIBLE, AFFORDABLE AND COMPETITIVE PAYMENT ARRANGEMENTS:

The University of Africa realises that available cash is one of the greatest impediments for students to study. Many people in the community today are deprived of tertiary education simply because they could not afford it and/or had commitments which left little money for studies. University of Africa therefore decided to structure payment plans and payment options to allow students to pay according to their own financial abilities. University of Africa's philosophy is that a student can rather progress at a slower pace (due to financial limitations) than not to have the opportunity to study at all.````

University of Africa calls this: *Pay as you go!*

UNIQUE FEATURE: ELECTRONIC RESOURCE CENTRE (LIBRARY):

University of Africa offers the widest range of the latest and most profound text books, research articles and other supporting information sources from across the globe via our Electronic Resource Centre or Library. The benefits of having the different books available in electronic format are vast. Some examples: No limitations on the number

of copies in the library; the saving on purchasing of costly books; the ability to selectively download some portions of materials; bridging the knowledge gap in Africa through the utilisation of modern technology. The Resource Centre is located at the University of Africa campus in Lusaka.

University of Africa calls this: *Explore and use as you go!*

UNIQUE FEATURE: ON-LINE OPEN DISTANCE LEARNING (ODL):

University of Africa is an Open Distance Learning provider of tertiary academic programs. As a mode of delivery ODL has unique features as benefit to students.

From 2013 University of Africa has an online website where students can monitor their progress. This website will expand into an e-learning school where students can interact with their fellow students, lecturers, and also submit assignments online, as well as download materials on-line.

UNIQUE FEATURE: LOWER STUDY COSTS:

Due to the unique intrinsic features of ODL it is much cheaper, and thus more affordable, in comparison to residential institutions (which in turn have their own specific features).

UNIQUE FEATURE: LEARN WHILE YOU EARN:

Instead of being reliant on scholarships, loans and/or family and community commitments, one can study whilst earning an income, which in turn results in financial self reliance.

UNIQUE FEATURE: CAREER ADVANTAGES:

ODL creates three major advantages, viz that one can start building a career whilst studying; secondly a 'scholared' person is a better equipped worker; and, a well qualified person has more career options.

UNIQUE FEATURE: SEAMLESS LOCALITY – NOT PLACE BOUND:

One can study where ever you are. The negative effects of job transfers and family relocations (for whatever reasons) are almost nullified. Students are basically studying from home – where ever that is.

UNIQUE FEATURE: WIDER AND OPEN CAREER AND JOB OPPORTUNITIES:

In an era where unemployment has become the most critical phenomena for most global and all continental countries and communities a student can now take up any job anywhere and still be able to continue with a study program whilst remaining a student of the original institution. This ensures continuity of effort and focus.

UNIQUE FEATURE: UTILISATION OF MODERN ELECTRONIC TECHNOLOGY:

The speed and pace of communication are ever increasing. Students are now able to use the most modern electronic technology for receiving materials and information from the institution and reciprocally to communicate with the institution at large as well as specific individuals

– Whether it is a lecturer or an administrator. Questions can be directly addressed to lecturers which in turn can almost immediately give a response. Furthermore, the mastering of modern electronic technology has become as vital as being able to read and write

– University of Africa is focussed on a fair balance between new emerging technology and the reduction of costs.

UNIQUE FEATURE: SETTING ONE'S OWN PACE:

Different people study at different paces. Whatever the reason for studying at a different pace – be it time, be it financial means, be it ability, be it choice, be it simply circumstances – a student can now determine and maintain his or her own pace. By studying at own pace a student is able to reap the best benefits from the studies – becoming a master of the subject.

OTHER BENEFITS:

Many books and articles have been written and will still be written in future on all the benefits of tertiary studies. A summarised repetition of these factors is simply not possible in a brief publication as this prospectus. Some of the 'other benefits' to be taken into consideration are:

- **Benefit of - Modular study materials:**

University of Africa is offering a modular system of studying. That means that the entire course is structured to fit into six semesters. Each semester is structured in such a way that a student can complete 4 – 5 modules (subjects) per semester. (Refer to the section on the overview of the different courses).

- **Benefit of - Contact Opportunities:**

Students are offered various opportunities to have contact with lecturers and peers. These opportunities vary from situation to situation and from need to need. Contact can take the format of electronic means, one-on-one meetings, group discussions with lecturers and/or as peers amongst one another, class room sessions.

- **Benefit of - Accommodative examinations:**

University of Africa arranges for an examination session at the end of each semester, where a student can sit for those subjects/modules which he or she was doing during the semester. This system accommodates the benefits of the 'continuous registration' which is unique to University of Africa. The submission of assignments per module is an academic prerequisite for sitting for the exams.

- **Benefit of - Staff:**

In the spirit of Pan Africanism the University of Africa is focussed to respond to the call of the African Union, the Zambian Government, and regional development structures on the African continent, to make a sustained effort towards the development of Africa and by Africans. It strives to be instrumental in capacity building for development and to deliver those practitioners able and competent to contribute to the solutions needed for prosperity.

The majority of staff - academic and administrative - is local Zambian citizens in full time and part time capacity. Furthermore the University of Africa draws from the experience of world renowned academics continentally and globally.

The following persons at senior and managerial level are responsible for the activities of the University of Africa:

- Chancellor: Professor Fashion Phiri
- Chairperson of Advisory Board: Mrs Ruth Mubanga

Academic:

- Dr Tobias Doyer –Vice Chancellor
- Dr Mushibwe Christine – Deputy Vice Chancellor and Executive Dean School of Education, Engineering and Bio-Sciences
- Dr Godfrey Mulenga - Director and Executive Dean – School of Business– School of Business
- Professor Dr Ben F Smit – Dean School of Law & Humanities/ Criminal Justice
- Prof Dr RG Kapooria – Dean Faculty of Engineering and Bio-Sciences

Senior Administrative staff

- Dr Mushibwe Christine – Deputy Vice Chancellor and Executive Dean School of Education, Engineering and Bio-Sciences
- Dr Godfrey Mulenga - Director and Executive Dean School of Commerce, Law and Humanities
- Mr Adams Kadakwa Siapemo – Registrar and Programmes Coordinator: School of Business, Humanities and Law
- Mr Stephen Witika - Programmes Coordinator: School of Education, and School of Engineering and Bio-Sciences
- Mrs Annie Nchunika – Manager: Administration and Student Affairs
- Mr Webster Mhango – Director: Recruitment and Business Development
- Mrs Naomi Katongo – Manager: Production and Logistics
- Miss Cecilia Chisenga – Financial Assistant
- Miss Anze Röhrs – Country Training Director and Acting Assistant Librarian

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2. FEES & PAYMENT OPTIONS

Fees are structured as all-inclusive, and in such a way that each individual student can decide what is most suitable for his or her own specific circumstances. Payment options are determined by each individual student. The notions of 'Register as you go and Pay as you go' rest on the principle that University of Africa and the student have a mutual commitment in relation to one another.

Number of subjects/modules to be studied during a specific semester to be decided by each individual student; which may differ from semester to semester as per the choice of the student; general rule a maximum of four subjects/modules per semester

Fees:

Doctorate degrees

Registration fee	300.00
Tuition fee	65 000.00
Deposit	20 000.00
Semester fees (5 x semesters)	9 000.00

Master's degree

Tuition fee	30 400.00
Registration fee	300.00
Deposit	7 600.00
Residential Fee	300.00
Semester fees (4 x semesters)	5 700.00
Monthly payments (Deposit plus 24 Monthly Payments)	950.00

Graduate degrees

Application fee	60.00
Registration fee	200.00
Tuition fee Tuition fee - semester	5 350.00
Deposit	2 675.00
Five (5) Monthly instalments each	535.00
Dissertation fee (for graduating students only)	850.00
Teaching Practice (for teachers education students only)	800.00
Residential Fee	300.00
Cash in Advance Discount (10% discount on normal fee)	4 815.00

Single subject fees	Subject Tuition Fee	Deposit	5 x monthly Instalments
One subject	1 700.00	850.00	170.00
Two subjects	2 860.00	1 430.00	286.00
Three subjects	3 990.00	1 995.00	399.00
Four subjects	5 350.00	2 675.00	535.00

Diplomas

Three subjects	3 990.00	1 995.00	399.00
Cash in advance 10% discount	3 590.00		

Other costs

Re-marking of exam and assignments			200
Re-issue of certificates (police report required)			300

OVERVIEW of PROGRAMS:

The University of Africa is offering the following degree programmes:

3. FACULTY OF COMMERCE AND DEVELOPMENT STUDIES

The general outcomes of a qualification through the Faculty of Commerce and Development Studies are:

- Empowering students with graduate knowledge, skills, research methodologies and applied competence to pursue rewarding careers.
- Providing the Republic of Zambia with graduates who are competent in one or more specialization fields.
- Assisting and enabling the student to develop his or her intellectual and moral capacity.

In addition graduates should be able to:

- Demonstrate knowledge of and insight into economic and business environments and to solve problems that arise from these environments.
- Identify and solve convergent and divergent economic, business and administrative related problems in a creative and critical manner.
- To organize and manage his or her activities with self-discipline, integrity and commitment in a responsible and effective manner, in order to reach the required goals;
- To demonstrate an understanding of the need to sustain competence and healthy practices in order to keep ahead of the changing economic environment of new methods, techniques and competing challenges;

These qualifications prepare the graduate for a career in a local and international private economic and business environment, as well as the public sector.

- **Specialization – Economics**

The degree program in Economics provides the student with an excellent overview of economic theory, development theory and international finance. Empowering students with graduate knowledge, skills, research methodologies and applied competence to pursue rewarding careers in the fields of commerce, industry, business and the public sector.

- **Specialization – Marketing**

The focus of this bachelor degree is to empower students with the necessary

knowledge, relevant practical skills and applied competence to pursue rewarding careers covering the entire spectrum of Marketing to the end of the marketing chain which is Sales.

- **Specialization - Human Resource Management:**

Management is in general optimizing the outputs of the different production factors – raw materials, people, money and infrastructure. None of the other three production factors can function without the factor of people or human resources. In a complex and competitive society Human Resource Management is vital for operational success. This specialization provides the necessary knowledge and practical skills for the professional workplace specialists.

- **Specialization – Tourism**

The tourism and hospitality industry is a rapid growing industry and an ever increasing earner of foreign exchange for Zambia. Specialists are equipped to develop this sector in the interest of the country, society and the supplier of the tourism and hospitality service and infrastructure.

- **Specialization – Entrepreneurship**

This program ultimately aims to develop student competencies so that they will be able to start and run their own business. Students are empowered to be successful in the marketplace and to play a positive role in the development of the African continent, whilst creating wealth.

- **Specialization - Logistics and Transport**

The main objectives of this program are to accord the students with the necessary expert knowledge in the fields of material management, supply chain and logistics management, effective communication, transport management – whether it be on local level or internationally.

- **Specialization - Business Administration**

The Bachelor of Business Administration is especially designed to be flexible, and to allow students to obtain a broad knowledge across almost any business area or from specially approved disciplines in the human resource, marketing, logistics, hotel & tourism, public management, management and finance. Students have the opportunity to focus on meeting specific career goals.

- **Financial management**

Financial Management means planning, organizing, directing and controlling the financial activities such as procurement and utilization of funds of the enterprise. It

means applying general management principles to financial resources of the enterprise.

- **General management**

The main objective of management is to secure maximum outputs with minimum efforts and resources. Management is basically concerned with thinking & utilizing human, material & financial resources in such a manner that would result in best combination. This combination results in reduction of various costs

- **Information Technology Management**

This programme introduces students to the steps necessary to analyse a problem in information technology and identify and define the computing requirements appropriate to its solution, with a focus on how to design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs. Students learn to analyze the local and global impact of computing on individuals, organizations, and society.

- **Masters in Business Administration (MBA)**

This post graduate degree builds on basically any undergraduate degree. It allows the specialist in one professional field to acquaint him/ herself with a broad spectrum of managerial and economic disciplines needed for persons who are excelling from specialist levels in business to executive managerial levels. Students are allowed to choose any managerial field as specialization if they wish.

- **Master of Commerce in Development, Innovation & Entrepreneurship**

The ability to be innovative in a rapid changing, competitive and developing private and public environment in many instances become the key factor for growth and even for survival. This degree builds on any bachelor's degree and is focussed on linking the notions of innovation and entrepreneurship.

- **Specialization - Public Administration**

The Bachelor of Public Administration provides students with the vast knowledge to understand public policy, public administration, human resources, government resources, public management, program development and project management.

- **Masters Degree in Public Administration (MPA)**

This offering is structured to equip and enhance the public administrator who is getting more responsibilities at more senior levels for their public responsibilities. Emphasis is placed on leadership, organizational culture, financial management, budgeting, quantitative methods, urban planning, redevelopment and personal

management.

- **Specialization - Health Service Administration**

The concentration of this Bachelor's Degree is to provide students with an appreciation for the complexity of health service administration, focused tools, techniques, concepts and practices in order to administer organizational issues in situations where the practitioner is mostly operating alone or in small teams in areas far away from specialists and modern infrastructure.

- **Banking Practice & Management**

The financial and banking sectors are the barometers of the economy. As 'merchants' in money in the short and long term, banking and financial sector practitioners get knowledge for career growth in the areas of economics, monetary systems, financial- business- and management accounting, risk assessment and management, credit management, investment analysis and decisions, financial planning, public governance and accountability.

Bachelor Degrees

- Economics
- Marketing
- Human Resource Management
- Tourism
- Entrepreneurship
- Logistics and Transport
- Bachelor of Business Administration
- Bachelor in Public Administration
- Bachelor in Health Service Administration
- Bachelor in Banking Practice & Management

Bachelor of Technology degrees

A Bachelor of Technology is a degree with duration of 2 years. It targets applicants who have obtained diplomas from various institutions and want to upgrade to a degree.

The basic entry requirement to these programmes is being in possession of a two year diploma from a recognized tertiary institution

Programmes under BTech degrees include:

- Marketing
- Logistics & Transport
- Public Administration
- Business Administration
- Health & Safety Management
- Road Maintenance Management
- Education Management

Masters' Degree Programmes

- Master of Commerce in Development, Innovation & Entrepreneurship
- Master of Public Administration (MPA)
- Master of Business Administration (MBA)

3.1 BACHELOR DEGREES - FACULTY OF COMMERCE AND DEVELOPMENT STUDIES

i. BACHELOR OF COMMERCE IN ECONOMICS

YEAR	SEMESTER	SUBJECT NAME	CODE
Year 1	Semester I	Business Management	BMT121
		Introduction to Accounting	ACC110
		Business Communication	BCM110
		Academic literacy	ACL111
	Semester II	Computer and Information Technology	CIT121
		Business Mathematics	BMT110
		Principles of Management	MNT121
		Introduction to Microeconomics	MIC120
Year 2	Semester I	Commercial Law	CML120
		Introduction to Management Accounting	MAC210
		Introduction to Statistics	STA111
		Introduction to Macroeconomics	MAC210
	Semester II	Financial Management	FNM220
		Budgeting and Decision Making	BDM220
		Strategic Management	STM220
		Intermediate Microeconomics	MIC220
Year 3	Semester I	Introduction to entrepreneurship	ENT221
		Research Methodology	RSM310
		International Economics	INE310
		Intermediate Macroeconomics	MAC310
	Semester II	Introduction to Project Management	PRM220
		Organizational Behaviour	OGB320
		Introduction to Econometrics	ECT320
		Business planning	BPN320
Year 4	Semester I	Corporate Finance	CFN410
		Electronic Marketing	EMT410
		Labour economics	LEC410
		Money and Banking	MNB310
	Semester II	Managerial Economics	MEC420
		Economics of development	EDV320
		Capstone project - research project	REP400

ii. **BACHELOR OF SCIENCE IN MARKETING**

YEAR	SEMESTER	SUBJECT NAME	CODE
Year 1	Semester I	Business Management	BMT121
		Introduction to Accounting	ACC110
		Business Communication	BCM110
		Academic literacy	ACL111
	Semester II	Computer and Information Technology	CIT121
		Business Mathematics	BMT110
		Principles of Management	MNT121
Introduction to economics		ECO121	
Year 2	Semester I	Commercial Law	CML120
		Introduction to Management Accounting	MAC210
		Introduction to Statistics	STA111
		Principles of Marketing	MKT210
	Semester II	Financial Management	FNM220
		Budgeting and Decision Making	BDM220
		Strategic Management	STM220
Services Marketing		MKT221	
Year 3	Semester I	Introduction to entrepreneurship	ENT221
		Research Methodology	RSM310
		Introduction to Good Governance, Ethics and Leadership	ETH310
		Strategic Marketing	MKT310
	Semester II	Introduction to Project Management	PRM220
		Organizational Behaviour	OGB320
		Business planning	BPN320
Consumer Behaviour		CCB321	
Year 4	Semester I	Corporate Finance	CFN410
		Electronic Marketing	EMT410
		International Business	IBU410
		Marketing Research	MKR410
	Semester II	Marketing Planning and Control	MKT420
		Capstone project - research project	REP400

iii. **BACHELOR OF HUMAN RESOURCE MANAGEMENT**

YEAR	SEMESTER	SUBJECT NAME	CODE
Year 1	Semester I	Business Management	BMT121
		Introduction to Accounting	ACC110
		Business Communication	BCM110
		Academic literacy	ACL111
	Semester II	Computer and Information Technology	CIT121
		Business Mathematics	BMT110
		Principles of Management	MNT121
Introduction to economics		ECO121	
Year 2	Semester I	Commercial Law	CML120
		Introduction to Management Accounting	MAC210
		Introduction to Statistics	STA111
		Human Resource Management	HRM210
	Semester II	Financial Management	FNM220
		Budgeting and Decision Making	BDM220
		Strategic Management	STM220
Industrial Psychology		IPS221	
Year 3	Semester I	Introduction to entrepreneurship	ENT221
		Research Methodology	RSM310
		Introduction to Good Governance, Ethics and Leadership	ETH310
		Performance Management	PMG310
	Semester II	Introduction to Project Management	PRM220
		Organizational Behaviour	OGB320
		Business planning	BPN320
		Human Resource Development	HRM320
Year 4	Semester I	Corporate Finance	CFN410
		Electronic Marketing	EMT410
		Labour Law	LAL210
		Occupational Health	OSH105
	Semester II	Organisational Change management	OCM420
		Capstone project - research project	REP400

iv. BACHELOR OF ENTREPRENEURSHIP

YEAR	SEMESTER	SUBJECT NAME	CODE
Year 1	Semester I	Business Management	BMT121
		Introduction to Accounting	ACC110
		Business Communication	BCM110
		Academic literacy	ACL111
	Semester II	Computer and Information Technology	CIT121
		Business Mathematics	BMT110
		Principles of Management	MNT121
Introduction to economics		ECO121	
Year 2	Semester I	Commercial Law	CML120
		Introduction to Management Accounting	MAC210
		Introduction to Statistics	STA111
		Principles of Marketing	MKT210
	Semester II	Financial Management	FNM220
		Budgeting and Decision Making	BDM220
		Strategic Management	STM220
Identifying and Developing Business Opportunities		DBO220	
Year 3	Semester I	Introduction to entrepreneurship	ENT221
		Research Methodology	RSM310
		Introduction to Good Governance, Ethics and Leadership	ETH310
		Strategic Marketing	MKT310
	Semester II	Introduction to Project Management	PRM220
		Organizational Behaviour	OGB320
		Business planning	BPN320
Consumer Behaviour		CCB321	
Year 4	Semester I	Corporate Finance	CFN410
		Electronic Marketing	EMT410
		International Business	IBU410
		Innovation and Creativity	ICR410
	Semester II	Organisational Change management	OCM420
		Capstone project - research project	REP400

v. BACHELOR OF TRANSPORT AND LOGISTICS

YEAR	SEMESTER	SUBJECT NAME	CODE
Year 1	Semester I	Business Management	BMT121
		Introduction to Accounting	ACC110
		Business Communication	BCM110
		Academic literacy	ACL111
	Semester II	Computer and Information Technology	CIT121
		Business Mathematics	BMT110
		Principles of Management	MNT121
Introduction to economics		ECO121	
Year 2	Semester I	Commercial Law	CML120
		Introduction to Management Accounting	MAC210
		Introduction to Statistics	STA111
		Principles of Marketing	MKT210
	Semester II	Financial Management	FNM220
		Budgeting and Decision Making	BDM220
		Strategic Management	STM220
		Fundamentals of Logistical Management	LOG220
Year 3	Semester I	Introduction to entrepreneurship	ENT221
		Research Methodology	RSM310
		Introduction to Good Governance, Ethics and Leadership	ETH310
		Purchasing and Supply Chain Management	PCM310
	Semester II	Introduction to Project Management	PRM220
		Organizational Behaviour	OGB320
		Business planning	BPN320
		Public Sector Procurement procedures and systems	PSP320
Year 4	Semester I	Corporate Finance	CFN410
		Electronic Marketing	EMT410
		Storage, Packaging and Distribution management	SPD410
		Production management	PRM410
	Semester II	Bidding Documents and processes	BDP420
		Capstone project - research project	REP400

vi. **BACHELOR OF BUSINESS ADMINISTRATION**

YEAR	SEMESTER	SUBJECT NAME	CODE
Year 1	Semester I	Business Management	BMT121
		Introduction to Accounting	ACC110
		Business Communication	BCM110
		Academic literacy	ACL111
	Semester II	Computer and Information Technology	CIT121
		Business Mathematics	BMT110
		Principles of Management	MNT121
Introduction to economics		ECO121	
Year 2	Semester I	Commercial Law	CML120
		Introduction to Management Accounting	MAC210
		Introduction to Statistics	STA111
		Public Relations	PPR210
	Semester II	Financial Management	FNM220
		Budgeting and Decision Making	BDM220
		Strategic Management	STM220
Human Resource Management		HRM210	
Year 3	Semester I	Introduction to entrepreneurship	ENT221
		Research Methodology	RSM310
		Introduction to Good Governance, Ethics and Leadership	ETH310
		Principles of Marketing	MKT210
	Semester II	Introduction to Project Management	PRM220
		Organizational Behaviour	OGB320
		Business planning	BPN320
Consumer Behaviour		CCB321	
Year 4	Semester I	Corporate Finance	CFN410
		Electronic Marketing	EMT410
		International Business	IBU410
		Production management	PRM410
	Semester II	Managerial Economics	MEC420
		Capstone project - research project	REP400

vii. **BACHELOR OF TOURISM AND HOSPITALITY**

YEAR	SEMESTER	SUBJECT NAME	CODE
Year 1	Semester I	Business Management	BMT121
		Introduction to Accounting	ACC110
		Business Communication	BCM110
		Academic literacy	ACL111
	Semester II	Computer and Information Technology	CIT121
		Business Mathematics	BMT110
		Principles of Management	MNT121
Introduction to economics		ECO121	
Year 2	Semester I	Commercial Law	CML120
		Introduction to Management Accounting	MAC210
		Introduction to Statistics	STA111
		Introduction to Tourism and Hospitality Management	TSM210
	Semester II	Financial Management	FNM220
		Budgeting and Decision Making	BDM220
		Strategic Management	STM220
		Services Marketing	MKT220
Year 3	Semester I	Introduction to entrepreneurship	ENT221
		Research Methodology	RSM310
		Introduction to Good Governance, Ethics and Leadership	ETH310
		Cultural and Eco Tourism	TSM310
	Semester II	Introduction to Project Management	PRM220
		Organizational Behaviour	OGB320
		Business planning	BPN320
		Consumer Behaviour	CCB321
Year 4	Semester I	Corporate Finance	CFN410
		Electronic Marketing	EMT410
		Food & Beverage Management	FBM410
		Tourism Marketing	TSM410
	Semester II	Tourism Planning and Development	TSM420
		Capstone project - research project	REP400

viii. **BACHELOR OF PUBLIC ADMINISTRATION (GENERAL)**

YEAR	Semester I	SUBJECT	CODE
Year 1	Semester I	Academic literacy	ACL111
		Introduction to Public Administration	CPA123
		Business Communication	BCM110
		Introduction to Good Governance, Ethics and Leadership	ETH310
	Semester II	Introduction to Public Policy	IPP120
		Approaches To Development	DEV120
		Foundations of Public Finance	FPF120
		Computer and Information Technology	CIT121
Year 2	Semester I	Introduction to Project Management	PRM220
		Conflict Prevention in the Workplace	CPN110
		Public Policy Formulation, Planning, Implementation and Impact	DPM510
		Capacity Building in Public Organizations	CBP110
	Semester II	Gender and Development	GEN210
		Records and Information Management in Public Organizations	REC220
		Planning for HIV AIDS	PLN220
		Managing Information and Knowledge in Community Development	KNW220
Year 3	Semester I	Industrial Psychology	IPS221
		Strategic Management	STM220
		Performance Management	PMG310
		Monitoring and Evaluation	ME4433
	Semester II	Economics of Development	EDV320
		Sectoral Public Policy	SPP320
		Civil Liberties and Human rights	CLH220
		Public Sector Procurement procedures and systems	PSP320
Year 4	Semester I	Organisational Change management	OCM420
		Mediation and Negotiation Skills	MNS410
		Research methodology	RSM310
		Politics and Local Governance	PLG4221
	Semester II	Disaster Management	BDM4315
		Poverty Reduction Strategy	CDP4314
		Capstone Project	REP400

ix. BACHELOR OF HEALTH SERVICE ADMINISTRATION

YEAR	Semester I	SUBJECT	CODE
Year 1	Semester I	Academic literacy	ACL111
		Business Communication	BCM110
		Introduction to Economics	ECO121
		Public Relations	PPR210
	Semester II	Computer and Information Technology	CIT121
		Health Planning	HSA111
		Epidemiology and Disease Theory	OSH122
		Principles of management	MNT121
Year 2	Semester I	Strategic Management	STM220
		Introduction to Health Administration	HSA212
		Health Care Organization Design	HSA214
		Financial Management	FNM220
	Semester II	Introduction to Public Administration	CPA123
		Service Marketing	MKT220
		Conflict Prevention In The Workplace	CPN110
		Public Policy Formulation, Planning, Implementation and Impact	DPM510
Year 3	Semester I	Health Delivery Systems	HSA217
		Health Law and Ethics	HSA218
		Health Care Quality and Safety	HSA219
		Introduction to Good Governance, Ethics and Leadership	ETH310
	Semester II	Research methodology	RSM310
		Organizational Behaviour	OGB320
		Occupational Health and Safety Laws	OSH120
		Organisational Change management	OCM420
Year 4	Semester I	Introduction to Project Management	PRM220
		Introduction to Good Governance, Ethics and Leadership	ETH310
		Fire and Emergency Preparedness, Preplanning, Prevention and Safety	OSH109
		Emergency Medical Training	EMT310
	Semester II	Health Promotion and Occupational Diseases	OSH112
		Capstone Course Project	REP400

x. BACHELOR OF BANKING PRACTICE & MANAGEMENT

YEAR	SEMESTER	SUBJECT NAME	CODE
Year 1	Semester I	Business Management	BMT121
		Introduction to Accounting	ACC110
		Business Communication	BCM110
		Academic literacy	ACL111
	Semester II	Computer and Information Technology	CIT121
		Business Mathematics	BMT110
		Principles of Management	MNT121
Introduction to economics		ECO121	
Year 2	Semester I	Commercial Law	CML120
		Introduction to Management Accounting	MAC210
		Introduction to Statistics	STA111
		Credit Management	BPM604
	Semester II	Financial Management	FNM220
		Budgeting and Decision Making	BDM220
		Strategic Management	STM220
Monetary and Financial Systems I		BPM607	
Year 3	Semester I	Introduction to entrepreneurship	ENT221
		Research Methodology	RSM310
		Introduction to Good Governance, Ethics and Leadership	ETH310
		Elements of Banking	BPM609
	Semester II	Introduction to Project Management	PRM220
		Organizational Behaviour	OGB320
		Business planning	BPN320
Financial and Banking Law		BPM606	
Year 4	Semester I	Corporate Finance	CFN410
		Electronic Marketing	EMT410
		Banking Operations and Administration	BPM613
		Marketing of Financial Services	BPM618
	Semester II	Practice of Banking	BPM617
		Capstone project - research project	REP400

3.2 BACHELOR OF TECHNOLOGY DEGREES - FACULTY OF COMMERCE AND DEVELOPMENT STUDIES

A Bachelor of Technology is a degree with duration of 2 years. It targets applicants who have obtained diplomas from various institutions and want to upgrade to a degree.

The basic entry requirement to these programmes is being in possession of a two year diploma from a recognized tertiary institution

Programmes under BTech degrees:

- Marketing
- Logistics & Transport
- Public Administration
- Business Administration
- Health & Safety Management
- Road Maintenance Management

i. Bachelor of Technology in Marketing (BTech. M)

*Enquire for the contents

ii. Bachelor of Technology in Transport and Logistics (BTech. TL)

*Enquire for the contents

iii. Bachelor of Technology in Business Administration (BTech. BA)

*Enquire for the contents

iv. Bachelor of Technology in Public Administration (BTech. PA)

*Enquire for the contents

4. FACULTY OF LAW AND HUMANITIES

- **Bachelor of Law (LLB)**

University of Africa's new flagship degree in law has been designed by curriculum experts and practitioners in Zambia. The LLB degree is designed for students wishing to pursue a career in the legal profession. This includes becoming an advocate, attorney, judge, or corporate legal advisor. The LLB degree prepares students for a legal career.

- **Bachelor in Criminal Justice (BCJ)**

The Bachelor's Degree in Criminal Justice is one of those unique offerings and opportunities. It is designed that the student will gain the skills and knowledge to prepare for a career in law enforcement, the justice system, corrections, security, and social services. The program blends contemporary theory on the nature, extent, and cause of crime with the study of national and international criminal justice practices. Students will apply criminal justice theories to current issues as they gain perspective in three vitally important areas:

- Civic engagement, social responsibility, and global awareness
- Collection and analysis of data across organizations
- Teamwork and communication

This program contributes to mutual understanding and co-operation between the present criminal justice disciplines of police, prosecution authorities and corrections.

- **Bachelor in Social Work Practice & Development Studies**

Social Work and Development is the process or effort of increasing the positive outcomes within a community by linking individuals and organizations to work towards common goals. The people who are marginalized or living in poverty work together to identify their needs, create change, exert more influence on decisions which affect their lives and work to improve the quality of their lives, the communities in which they live, and the society of which they are part. The overall focus is on poverty reduction and personal independence.

- **Bachelor of Police Practice**

The course is designed to meet the career needs of serving police officers from all jurisdictions, along with members of other agencies that have a policing or law enforcement focus. The Bachelor of Policing Practice aims to prepare graduates to undertake independent critical reflection on policing policy and practices, and to apply the results of research in policing to their own professional practice. Additionally, the program aims to further enhance the professional practice of police in order to further prepare them for roles in policing supervision and management.

4.1 BACHELOR DEGREES - FACULTY OF LAW AND HUMANITIES

i. Bachelor of Laws degree

The Bachelor of Laws programme at the University of Africa is desired to meet the growing need for legally trained persons to work in the public and private sectors of the Zambian Economy. The Programme is also intended to equip students with legal knowledge that would enable them find placement both at home, the region and the world at Large.

The LLB will provide you with an education in the law that is distinguished by its rigour, depth and conceptual sophistication.

The duration of the LLB programme is four years.

i. BACHELOR OF LAWS

YEAR	Semester I	SUBJECT	CODE
Year 1	Semester I	Legal process	LPR110
		Criminal Law	CRL110
		Civil and Criminal Procedure	CCP110
		Constitutional Law	CLA110
	Semester II	Law and Contract	LAC120
		Law and Tort	LAT120
		Commercial Law	CML120
		Land Law	LLA120
Year 2	Semester I	Administrative Law	ADL210
		Labour Law	LAL210
		Family law	FAL210
		Immigration Law	IML210
	Semester II	Business Association	BUA220
		Environmental Law	ELA220
		Consumer protection Law	CPL220
		International Humanitarian Law	IHL220
Year 3	Semester I	Media Law	MDL310
		Law and Corporate Governance	LCG310
		Information technology and the Law	ITL310
		Law of evidence	LEV310
	Semester II	Company Law	CLA320
		Intellectual Property Law	IPL320
		International law	INL320
		Jurisprudence	JUR320
Year 4	Semester I	Research Methodology	RSM310
		Moot Court	MOC410
		Banking and Financial Law	BFL410
		Alternative Dispute Resolution	ADR410
	Semester II	Gender Law	GEN420
		Child Law	CHL420
		Capstone Project	REP400

i. BACHELOR OF CRIMINAL JUSTICE (BCJ)

YEAR	Semester I	SUBJECT	CODE
Year 1	Semester I	Academic literacy	ACL111
		Constitutional Law	CLA110
		Introduction to the Principles of Criminal Justice	ICJ110
		Introduction to Criminal Justice Process	IJP112
	Semester II	Computer and Information Technology	CIT121
		Symposium Relations in Criminal Justice	SRC120
		Responsive Policing	RSP120
		Proactive Criminal Justice	PRO120
Year 2	Semester I	Introduction to Criminology	CRI220
		Criminal Law	CRL110
		Proactive Roles in Policing, Law and Corrections	PRO210
		Responsive Roles in Policing, Law and Corrections	RSP210
	Semester II	Criminal Justice Technology	CJS206
		Management of Criminal Justice System and Process	CJS301
		Introduction to Statistics	STA111
		Administrative Law	ADL210
Year 3	Semester I	Research Methodology	RSM310
		Law of Evidence	LEV310
		Introduction to Public Administration	CPA123
		Relationship Issues in the Criminal Justice	CJS305
	Semester II	Principles of Private Security	PPS320
		Patrolling and Crime Prevention	PCP320
		Investigation of Organized Crime	IOC320
		Capstone Course Project	REP400

ii. BACHELOR OF POLICE PRACTICE

YEAR	Semester I	SUBJECT	CODE
Year 1	Semester I	Academic Literacy	ACL111
		Business Communication	BCM110
		Constitutional Law	CLA110
		Industrial Psychology	IPS221
	Semester II	Pro-active Policing I: Rules & Regulations	PRO120
		Responsive Policing I: Specific Crimes against the person & Property	RSP120
		Introduction to Public Administration	CPA123
Introduction to the Principles of Criminal Justice		ICJ110	
Year 2	Semester I	Criminal Law	CRL110
		Proactive criminal justice	PRO210
		Responsive Policing II: Principles & Theory	RSP210
		Law of Evidence	LEV210
	Semester II	Civil and Criminal Procedure	CCP110
		Introduction to Criminology	CRI220
	Civil Liberties and Human Rights	CLH220	
Year 3	Semester I	Research Methodology	RSM310
		Administrative Law	ADL210
		Principles of Private Security	PPS320
	Semester II		
		Patrolling and Crime Prevention	PCP320
		Investigation of Organised Crime	IOC320
	Criminal Justice Technology	CJS206	

iii. BACHELOR OF SOCIAL WORK PRACTICE & DEVELOPMENT STUDIES

YEAR	Semester I	SUBJECT	CODE
Year 1	Semester I	Principles of Management	MNT121
		Introduction to Public Administration	CPA123
		Business Communication	BCM110
		Academic Literacy	ACL111
	Semester II	Economics of Development	EDV320
		Organizational Behaviour	OGB320
		Introduction to Social Psychology	ISP120
Introduction to Social Work		ISW120	
Year 2	Semester I	Introduction to Sociology and Development	ISD401
		Introduction to Good Governance, Ethics and Leadership	ETH310
		Strategic Management	STM220
		Principles and Practices of Youth Work	PPY220
	Semester II	Community Relations	BPR223
		Social Development	BPS4214
		Politics and Local Governance	PLG422
		Planning for HIV AIDS	PLN220
Year 3	Semester I	Civil Liberties and Human rights	CLH220
		NGOs and Development	NGD310
		Gender and Development	GEN210
		Research Methodology	RSM310
	Semester II	Social Policy and Development	SPP421
		Disaster Management	DPR110
		Social Service Systems & Delivery	SCD443
		Social Work Law Procedure & Evidence	LPE320
Year 4	Semester I	Mediation and Negotiation Skills	MNS410
		Community Health & Development	CHD431
		Poverty Reduction Strategy	CDP431
		Monitoring and Evaluation	MAE310
	Semester II	Special Education, guidance and Counselling Skills	EDD321
		Community and Rural Development	CRD431
		Capstone Project	REP400

5. FACULTY OF ENGINEERING AND BIO-SCIENCES

- **Occupational Safety & Health Environment**

The Bachelor in Occupational Safety, Health, and Environment (OSH&E) degree program is designed to provide an academically comprehensive curriculum that prepares graduates with the ability and competency to become highly qualified safety, industrial hygiene, and environmental professionals.

- **Sustainable Health & Environmental Studies**

The Bachelor of Sustainable and Environmental Studies at University of Africa is about understanding social and community sustainability as well as ecologically sustainable development. University of Africa is the only university in Zambia that offers the degree, which provides a unique opportunity to develop skills and an understanding of sustainability in a holistic manner, integrating social science with environmental science.

Bachelor degrees

- Occupational Safety & Health Environment
- Sustainable Health & Environmental Studies

Bachelor of Technology degrees

- Road Maintenance Management

i. BACHELOR IN SUSTAINABLE HEALTH & ENVIRONMENTAL STUDIES

YEAR	Semester	SUBJECT	CODE
Year 1	Semester I	Academic literacy	ACL111
		Business Communication	BCM110
		Environmental Economics	SES204
		Public Relations	PPR210
	Semester II	Computer and Information Technology	CIT121
		Environmental Management	SES191
		Epidemiology and Disease Theory	OSH122
		Solid Waste Management	SES192
Year 2	Semester I	Environmental Management Systems	SES193
		Principles of Sustainable Development	SES194
		Sustainable Health Policy and Planning	SES195
		Built and Sustainable Communities	SES196
	Semester II	Applied Strategic Environmental Assessment	SES197
		International Environmental Governance	SES198
		Conflict Prevention In The Workplace	CPN110
		Ecology and Sustainability	SES200
Year 3	Semester I	Biotechnology and Environment	SES201
		Health Law and Ethics	HSA218
		Urban Water Resources	SES207
		Soil Management for Sustainability	SOM301
	Semester II	Research methodology	RSM310
		Organizational Behaviour	OGB320
		Atmospheric Pollution Impact	SES202
		Environmental Law	SES203
Year 4	Semester I	Energy Resources and Policy	SES205
		Introduction to Good Governance, Ethics and Leadership	ETH310
		Fire and Emergency Preparedness, Preplanning, Prevention and Safety	OSH109
		Microbes In The Environment	SES206
	Semester II	Health Promotion and Occupational Diseases	OSH112
		Project Research project	REP400

ii. **BACHELOR IN OCCUPATIONAL SAFETY & HEALTH ENVIRONMENT**

YEAR	Semester I	SUBJECT	CODE
Year 1	Semester I	Fundamental Principles of Occupational Health and Safety	OSH102
		Safety systems and accident theory	SSY112
		Disaster Management	DPR110
		Occupational Health	OSH105
	Semester II	Safety Programme and Systems Design	SSD121
		Fire and Emergency Preparedness, Preplanning, Prevention and Safety	OSH109
		Environmental Control Practice	ECP120
		Hazardous materials and Substances	HZM120
Year 2	Semester I	Industrial Psychology	IPS221
		Organisational Behaviour	OGB320
		Air Contaminants and Industrial Ventilation	ACV210
		Health Promotion and Occupational Diseases	OSH112
	Semester II	Industrial Ergonomics	ERG210
		Occupational Health and Safety Practice	OSH116
		Environmental Impact Assessment	EIA220
		Industrial Hygiene and Toxicology	IHT120
Year 3	Semester I	Research Methodology	RSM310
		Emergency Medical Training	EMT310
		Occupational Safety Technology	OST310
		Risk Assessment and Management	RAM310
	Semester II	Occupational Health and Safety Laws	OSH120
		Epidemiology and Disease Theory	EDT320
		Disability Case Management	DCM320
		Capstone Course Project	REP400

iii. **BACHELOR OF TECHNOLOGY IN ROAD MAINTENANCE MANAGEMENT (BTECH).**

Year 1	Codes
Semester 1	
Business Management	BMT121
Introduction to Project Management	CPM450
Transport Economics	CLE121
Unpaved Roads: Grading and Labour Based	RMM101
Year 1	
Semester 2	
Roadside Maintenance	RMM102
Roadside Drainage	RMM103
Project Costing	RMM104
Unpaved Roads: Dragging, Patching and Re-Graving	RMM105
Year 2	
Semester 1	
Roads Maintenance	RMM107
Research Methodology	RSM310
Road Structure and Traffic Control	RMM106
Production Management	PRM410
Year 2	
Semester 2	
Mine Haul Road Design and Maintenance	RMM108
Paved Roads Maintenance	RMM109
Research project	REP400

5. MASTER'S DEGREE PROGRAMMES

- i. Master's in Commerce Development, Innovation & Entrepreneurship
- ii. Master's in Public Administration (MPA)
- iii. Master's in Business Administration (MBA)
- iv. Masters of Criminal Justice (MCJ)
- v. Master's in Education Management

FACULTY OF COMMERCE AND DEVELOPMENT STUDIES

i. Master's in Commerce Development, Innovation & Entrepreneurship

Year 1		
STAGE I	Organizational Behavior	OGB640
	Strategic Management	STM640
	Management of Technology and innovation	MTH641
	Theories of Innovation	TIN640
STAGE II	Public Financial Management	PFM640
	Managerial Economics	MEC640
	Project management	PRM640
	Strategic Marketing Management	SMM640
Year 2		
STAGE III	Research Methodology	REM600
	Entrepreneurship	ENT640
	New Product Development and Service Innovation	NPD640
	Economic Globalization and Development	EGD640
STAGE IV		
	Dissertation	CAP600

ii. Master's in Public Administration (MPA)

Year 1		
STAGE I	Management Communication	MCO640
	Public Financial Management	PFM640
	Human Resource Management and Development	HRM640
	Politics and governance	PGM640
STAGE II	Organizational Behavior	OGB640
	Organizational Leadership	LED640
	Strategic Management	STM640
	Public Policy Development	PPD640
Year 2		
STAGE III	Research Methodology	RSM640
	Public Sector Reforms	PSR640
	Conflict Management and Resolution	CMR640
	Administrative Law	ADL210
STAGE IV	Dissertation	CAP600

iii. Master's in Business Administration (MBA)

Year 1		
STAGE I	Management Communication	MCO640
	Production Management	PMA640
	Human Resource Management and Development	HRM640
	Organizational Behaviour	OGB640
STAGE II	Organizational Leadership	LED640
	Managerial Economics	MEC640
	Strategic Marketing Management	SMM640
	Managerial Accounting	MAC640
STAGE III	Research Methodology	RSM600
	Strategic Management	STM640
	International Business	IBU640
	Public Financial Management	PFM640
STAGE IV	Dissertation	CAP600

FACULTY OF LAW AND HUMANITIES

iv. Masters of Criminal Justice (MCJ)

Year 1	
Research Methodology	RSM600
Proactive criminal justice	MCJ502
Responsive criminal justice	MCJ503
Criminal justice administration	MCJ504
Critical issues in criminal justice	MCJ505
Year 2	
Research proposal and dissertation	MCJ506