

 **ONLINE**



Advanced Programme in Labour Relations Management (Online course)

Presented by the Department of Human Resource Management, University of Pretoria

The **Advanced Programme in Labour Relations Management** provides you with progressive knowledge and skills that are specifically related to labour relations as a core function of contemporary human resources management. In your role as human resources or labour relations practitioner, the programme offers you an opportunity to develop the requisite specialised labour relations skills to apply in the workplace environment. During the programme you also will gain hands-on experience through case studies and simulated role-play that focus on all aspects of modern South African labour relations, including industrial action, dispute resolution, disciplinary action and dismissals, grievances, as well as negotiations.

This **credit-bearing course*** provides you with an entry point to formal degree programmes exclusively presented by the University of Pretoria with credits afforded towards the specified degree module **LAM 701 (20 credits)**.

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Shifting knowledge to insight



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Programme content

Module 1

Labour relations management

Module 2

Discipline and dismissal

Module 3

Collective bargaining

Module 4

Dispute resolution

Module 5

Review and examination

Learning outcomes

After successfully completing the course, you will be able to

- understand and describe the labour relations environment in context of HR Management
- describe the most important guidelines in labour legislation
- manage and solve grievances
- deal with discipline and dismissals in the workplace
- deal with disputes through negotiations and or the CCMA processes, and
- understand and deal with industrial action.

Who should enrol?

This programme is ideal for you if you are employed as a human resources/labour relation manager or practitioner, line manager, union organiser, shop steward or office-bearer of employee organisations.

Programme fees

Course fees must be paid in full 14 days prior to course start dates. Proof of payment can be submitted to enrolments@enterprises.up.ac.za.

** Successful completion of credit-bearing short courses entails that a candidate who otherwise complies with all the admission requirements for corresponding formal degree programmes – as published annually in the respective year faculty year books of the University of Pretoria – may upon registering for the formal programme obtain credits for the corresponding degree modules. Normal application processes for admission to formal programmes at the University of Pretoria must be followed. Certificates of successful completion of credit-bearing short courses issued by Enterprises University of Pretoria must be submitted during the application for recognition of allocated credits.*

Admission requirements

Prospective delegates should at least have completed an introductory course in labour relations or labour law at an accredited institution. Admission may, however, be granted based on recent, extensive and applicable experience in labour law or labour relations.

Accreditation and certification

Enterprises University of Pretoria (Pty) Ltd is wholly owned by the University of Pretoria. As a public higher education institution, the University of Pretoria functions in accordance to the Higher Education Act 101 of 1997. Enterprises University of Pretoria offers short courses on behalf of the University and these short courses are not credit-bearing, and do not lead to formal qualifications on the National Qualifications Framework (NQF) – unless stated otherwise. Delegates who successfully complete a short course and comply with the related assessment criteria (where applicable) are awarded certificates of successful completion and/or attendance by the University of Pretoria.

On successful completion of the programme, you can apply to the South African Board for People Practices (SABPP) for registration as HR Technician or HR Associate (three years' solid HR experience required).

Registration and enquiries

Client Information Centre

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Course leader

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