



## Postgraduate Diploma in Business Administration

# PDBA



**accelerate** your understanding of the world of business, advance your general business management knowledge, develop your leadership skills and sharpen your business acumen



WITS BUSINESS SCHOOL

South African case studies produced by our Case Centre

350



Faculty with PhDs

95%



Academic articles by our faculty published every year (+/-)

55



WITS UNIVERSITY

28



A-rated Scientists

4



Nobel Laureates

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**MESSAGE FROM THE ACADEMIC DIRECTOR**

If you would like to stretch yourself, grow your career and develop as a professional and as an individual, the Wits Business School Postgraduate Diploma in Business Administration (PDBA) could be just what you are looking for.

The popular WBS PDBA is a stand-alone qualification, but it also provides credits that count towards an MBA, should you wish to continue your studies – as many of our students do! There are weeknight, Saturday and block release programmes so that you can continue to work while you study and have flexibility to complete the programme as it suits your lifestyle.

The WBS PDBA curriculum is cutting-edge and highly relevant to our context within Africa and the socio-economic regeneration of our country and continent. The programme gives a solid foundation in all aspects of business, equipping you with the tools and confidence needed to successfully manage (or start) a business.

As one of the oldest business schools in Africa, Wits Business School has delivered academically rigorous business education for more than fifty years and has graduated thousands of top business leaders.

I hope to welcome you onto the PDBA programme soon.

**Prof Logan Rangasamy**  
Academic Director

# FOUNDATION

## WHAT IS A PDBA?

The WBS Postgraduate Diploma in Business Administration (PDBA) is a one-year generalist business qualification (NFQ level 8).

### WHO IS IT FOR?

The PDBA is for ambitious professionals who wish to accelerate their management careers.

### WHY DO A PDBA?

- A PDBA is a part-time programme, enabling you to continue working while you study.
- A PDBA gives you a broad understanding of the world of business that you can leverage for rapid career and personal growth.
- If you are in a specialist area, or are wanting to switch careers, the PDBA allows you to build on your general business management knowledge and leadership skills.
- It exposes students to concepts, opportunities and challenges that will enhance your performance at work while sharpening your overall business acumen.
- A PDBA is about developing managers who can act ethically and effectively in the management of organisations.

### DOES THE PDBA HELP TOWARDS AN MBA?

A PDBA will give you two credits towards an MBA. You will need to meet the minimum requirements for an MBA and, in addition, obtain a minimum of 65% average for all PDBA modules.

## WHEN CAN I ENROL?

There are two intakes per year:

- Mid-year intake (Modular Format)
- January intake (Part-time)

Applications are strictly online. As the PDBA is a popular programme which receives hundreds of applications, it is always best to apply as early as possible to avoid disappointment.

### ENTRY REQUIREMENTS

You may qualify if you have:

- A Bachelor's degree (NQF 7).
- A minimum of two years' work experience
- Applicants are usually required to write an entrance test and will be informed of our requirements in this regard once you have applied.
- A limited number of applicants can be accepted without a Bachelor's degree based on solid experience or other factors.



Work hard  
Dream big

# CURRICULUM

## COURSES

- Quarter 1:** - Strategy  
- Project Management  
- Essential Business Skills
- Quarter 2:** - Management and Financial Accounting  
- People Management
- Quarter 3:** - Digital Business  
- Introduction to Finance  
- International Business and Economics
- Quarter 4:** - Entrepreneurship  
- Marketing  
- Business Law

The curriculum revolves around five key themes:

- 01** Context in Africa
- 02** Context in South Africa
- 03** Sustainability
- 04** Entrepreneurial Action
- 05** Critical Engagement

# PDBA

Also available in

## BLOCK-RELEASE

(mid-year intake) Please see [www.wbs.ac.za](http://www.wbs.ac.za) for the electives & schedule.

## CAREER DEVELOPMENT

Your career is important to us and we offer a variety of career management services which we encourage our students to participate in.

These include:

- Career coaching, advisory and employment consultation
- Career management workshops
- Annual Career Fair
- CV and cover letter critique and feedback
- Company workshops and competitions
- Graduate recruitment and networking events
- Mock interviews

## WHY WITS BUSINESS SCHOOL?

- WBS is one of the top business schools in Africa.
- It is accredited by the Association of MBAs (AMBA) and the Global Admissions Council (GMAC).
- WBS is a founding member of the South African Business School Association (SABSA), and is a member of the Association of African Business Schools (AABS).
- WBS is located in the heart of the vibrant commercial hub of Africa.
- WBS has a world-class academic faculty our lecturers are specialists in designing transformative learning experiences for students across all our programmes.
- WBS leads the market through our relevant and cutting-edge research and dedicated Case Centre.



## APPLICATION PROCESS

- Only online applications are accepted. Complete an online application at [www.wbs.ac.za](http://www.wbs.ac.za) by clicking on the apply now button and follow the links.
- Required documents at application stage are on the Checklist.
- Should your application be successful, an amount of R15 000 will be payable on acceptance. This amount is non-refundable and will be off-set against the registration fee payable in your first year.

**Deadline for applications:  
Check website for update**

### PDBA FEES

Fees for the PDBA for 2024 are quoted as **R110 700\***

\*subject to review in 2025

#### ENQUIRIES

+27 (0)861 000 927  
[admissions.wbs@wits.ac.za](mailto:admissions.wbs@wits.ac.za)

#### INTAKES

- Mid-year intake (Modular format)
- January intake (Part-time)

### Checklist

- Online application
- Copies of your degree certificate/s
- Copies of your academic transcripts
- SAQA certificate  
(Applicable to International qualifications)
- Your CV (see application website for more)

Spending time in this learning environment, surrounded by exceptional people, will provide you with the foundation for an extraordinary life

### OUR TEACHING METHOD

Our teaching method is lively and interactive, making extensive use of case studies which bring real-world business challenges into the classroom.

### TEACHING EXCELLENCE

Apart from our full-time faculty, we have a number of visiting/adjunct professors from other business schools around the world. Numerous guest lecturers bring their up-to-the-minute business or industry knowledge into the classroom.

### PUBLIC DIALOGUE, DEBATE & DISCUSSION

WBS hosts regular public lectures and panel discussions on issues facing South Africa and the rest of the continent.

There is no better time or place for you to become all that you want to be

# experience



I opted for a WBS PDBA as a springboard to my career, and WBS created an environment where I could achieve excellence through hard work, perseverance and dedication. I have been pulled, pushed and stretched to the limit – but it was precisely at that point that I realised that I am capable of more.

The PDBA gave me confidence in multiple disciplines and changed the way I view the world, business and those I live and work with. The growth I experienced was tangible and intoxicating, and has only intensified my hunger for knowledge. What you put in is what you get out!

**Patrick Klostermann**  
PDBA 2019

My desire to upskill and further improve myself is the reason why I chose to enrol for Wits Business School's Postgraduate Diploma in Business Administration.

The PDBA has not only equipped me with practical business knowledge, but it has also sharpened my interpersonal and soft skills. This course has allowed me to be part of a group of people who share a passion for exploring new ideas, and as a result it has made me into a well-rounded person who is always ready to take on challenges.

The highlight of my PDBA studies was learning how to think critically about the relationship between the economy, organisations and individual business leaders, and how organisations need to be managed in a fast-changing tech world.

The confidence I gained from doing my PDBA has changed the way I conduct business and will lead to progression in my career. I thoroughly enjoyed my time at WBS, and I now have an extended network of people from various industries which will have a profound impact on my life and career.

**Olebogeng Mataboge**  
PDBA 2019

UNIVERSITY OF THE  
WITWATERSRAND  
JOHANNESBURG



**WBS** Wits  
Business  
School  
*Sculpting global leaders*

# PDBA

[www.wbs.ac.za](http://www.wbs.ac.za)

## **WITS BUSINESS SCHOOL**

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**f in X**

