

## 2024 NATIONAL COVID-19 TERTIARY BURSARY ACCEPTANCE LETTER

Dear: Mr / Miss: \_\_\_\_\_ ID no: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Cell no: \_\_\_\_\_ WhatsApp no: \_\_\_\_\_  
Select a Course: \_\_\_\_\_ If you want to Rewrite Matric which  
matric subjects do you want to study with us : 1. \_\_\_\_\_ 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_ 7. \_\_\_\_\_

### CONGRATULATIONS !! We're pleased to inform you that Your 2024 National COVID-19 Tertiary Bursary application is APPROVED & your ACCEPTED to study at College of Africa.

You'll be able to pursue your studies with us until you complete your studies. The Covid-19 Tertiary bursary fee is paid directly to College of Africa until you graduate. The bursary covers the following fees: (Tuition course & deposit, Application, Admin, e-Books, Exam, Student card & Practicals fee)

### INVITATION

**YOU'RE INVITED TO COME REGISTER & get your student number, choose date between**

Date: Starting from now closing 8th March 2024. Its 1st come, 1st serve

Time: We open from 8:30 AM

Venue: COLLEGE OF AFRICA MAIN HALL, POLOKWANE, TURFLOOP CAMPUS.

NB! Please note **Classes have already started**

### DIRECTIONS: GPS Directions: [HTTPS://MAPS.GOOGLE.COM/?Q=-23.873646,29.758047](https://maps.google.com/?q=-23.873646,29.758047)

"We're 1km from gate1 of University of Limpopo. With public transport, go to Polokwane taxi rank & catch a taxi to College of Africa thats at Gakama, Turfloop. They'll drop you off at our campus gate.

### NB! **THIS NATIONAL COVID-19 TERTIARY BURSARY DOESN'T COVER THE FOLLOWING:**

Registration fee, stationery & accommodation.

### NB!! **BRING ALONG THE FOLLOWING, ON THE DAY OF REGISTRATION:**

- Registration fee, Residence room deposit, Residence one month rent, Certified ID & results
- Print the first 3 pages of this bursary acceptance letter & proof of home address

### NB !! **NONE NEGOTIABLE PAYMENTS BE PAID ON THE DAY OF REGISTRATION**

1. **Registration fee R1499** (A once off & non refundable payment paid once every semester)
2. **Room deposit payment** (Depends on the type of residence you choose) paid once off yearly)
3. **First month rent payment** (Depends on the type of residence chosen to stay inside campus)
4. **A stationery voucher of R599** (can be paid after 30 days, its purchased from the admin block)

### ADDITIONAL INFORMATION:

- **NB! ITS COMPULSORY** FOR ALL FULL TIME STUDIES STUDENTS TO STAY INSIDE CAMPUS RESIDENCE
- AFTER GRADUATING, NO PAYING BACK THE COVID-19 BURSARY AND NO WORKING FOR THE FUNDER
- **NB!** There will be days where students have to wear uniform to class & its sold on campus

### NB !! **THE BURSARY PAYS 100% OF THE STUDENTS FOLLOWING TUITION FEES, THAT'S:**

- A. Application Fee 100%
- B. Tuition Course Deposit Fee 100%
- C. Tuition Course Fee 100%

- D. Admin fee 100%
- E. E-Books (Electronic Books) Fee 100%
- F. Examination Fee 100%
- G. Student Card / Gate Access Fee 100%
- H. Electricity & Water, Utility Bill 100%
- I. Practicals Fee 100%

**NB !! BELOW IS A DETAILED DESCRIPTION OF DIFFERENT TYPES OF RESIDENCES WE HAVE INSIDE OUR CAMPUS. CHOOSE ONE RESIDENCE THAT'S SUITABLE FOR YOU**

1. **IPFI-MAU PRESIDENTIAL MIXED RESIDENCE - STUDY FULL TIME** The most luxurious huge **SINGLE room** that's fully furnished. The room comes with: (A shower, mini kitchen with basin & drawers, a Fridge, double bed, Study Table, Chair, Bin) The student will share gas stoves & toilets) Non Refundable Room deposit of R2799 is paid upfront once yearly. Rent is R2799 pm per person. **If Two sharing, each pays a full Room deposit of R2799 & Rental of R1799 pm**
2. **KUKI-MAU DIAMOND GIRLS RESIDENCE - STUDY FULL TIME - A Large size Sharing room** that's fully furnished. Has a private reception with a lounge & smart TV. Room comes with: (A Fridge, microwave, 2 single beds with headboards, curtains, 2 study tables, 2 chairs, bin, mat, cupboard, sharing kitchen with gas stoves & private sharing bathrooms with showers & toilets) Each pays a non Refundable room deposit of R2399 upfront once yearly & Rent is R2399 each
3. **ED-MAU PLATINUM GIRLS RESIDENCE - STUDY FULL TIME - A Large size Sharing room.** The is private reception. The room comes with: (2 single bed, study table , 2 chairs, curtain, cupboard, bin, sharing kitchen with gas stoves & sharing bathroom with showers & toilets) Each pays a non Refundable Room deposit of R1999 once yearly & Rent of R1999 pm each
4. **FULU-MAU GOLD BOYS & GIRLS RESIDENCE - STUDY FULL TIME - A Medium size Single room.** The room comes with: (A single bed, Study Table, Chair, shelves, sharing kitchen with gas stoves & a sharing bathroom with showers & toilets). Non Refundable Room deposit is R1799 paid upfront once off yearly and Rent is R1799 pm per month single person. **If Two sharing each student pays a full Room deposit of R1799 & monthly Rental of R1399 pm per person each.**
5. **DZANI-MAU SILVER BOYS & GIRLS RESIDENCE - STUDY FULL TIME - A Standard size Single room.** The room comes with: (A Single bed, Study Table, Chair, a sharing kitchen with gas stoves & sharing of showers & toilets). Non Refundable Room deposit of R1599 is paid once off yearly & Rent is R1599 pm per person. **If two sharing each student pays a full Room deposit of R1599 & monthly Rental of R1099 pm per person each**
6. **RONI-MAU COPPER BOYS RESIDENCE & ROWI-MAU COPPER GIRLS RESIDENCE - STUDY FULL TIME - The Smallest size SINGLE room.** The room comes with: (A single bed, study table, chair, sharing kitchen with gas stoves & sharing showers & toilets). Non Refundable Room deposit of R1399 is paid upfront once off yearly. Rent is R1399 pm each. **Sharing is not recommended in this type of room, as it's TOO SMALL for two people to share. Share at your own risk. If two sharing each pays a full Room deposit of R1399 & monthly Rental of R899pm per person**
7. **BRONZE OFF CAMPUS - STUDY FULL TIME** For Students only **BORN** & raised where our campus is situated. Proof of land ownership & payment from Moshate is required. **Covid-19 Bursary pays 90% Tuition fees & the remaining 10% is paid by the student, that's R899 pm**
8. **ONLINE/DISTANCE LEARNING STUDIES** - All Student study on line and write their final examination on campus. The student must be 25 years or above. The student must bring any of the following certified proofs. Proof of employment on a letterhead with a landline or a SASSA letter or birth certificate if you taking care of a baby. **The Covid-19 Tertiary Bursary pays 90% Tuition fees & the remaining 10% is paid by the student themselves & that's R899 pm (per month)**

Choose one Residence below by marking with an “x” (NO changing residences, we advice viewing)

1. IPFI-Mau Presidential Mixed Residence (Unavailable) ☐
2. KUKI-Mau Diamond Girls Residence ☐
3. EDDIE-Mau Platinum Girls Residence ☐
4. FULU-Mau Gold Girls & Boys Residence ☐ Sharing or Single ? \_\_\_\_\_
5. DZANI-Mau Silver Girls & Boys Residence ☐ Sharing or Single ? \_\_\_\_\_
6. RONI-Mau Copper Boys Residence ☐ Sharing or Single ? \_\_\_\_\_
7. ROWI-Mau Copper Girls Residence ☐ Sharing or Single ? \_\_\_\_\_
8. BRONZE off Campus (ONLY for student BORN at Gakama, attach proof of land ownership) ☐
9. ONLINE / Distance Learning (Must be 25 years old or above, the is NO age limit) ☐

### **ADDITIONAL FUNDING MADE POSSIBLE FOR ALL COLLEGE OF AFRICA STUDENTS**

Since the Covid-19 bursary doesn't cover all costs we've made it our responsibility, to get additional funding assistance & partnership from FUNDI, one of the governments largest study loan funder. FUNDI is fully committed in offering study loans to any qualifying student that wish to apply for additional funds. The study loan covers the following fees: **Tuition, Registration, Books, Laptop, Smart cell phone, Tablet, Study equipments, Textbook, Accommodation inside campus, Uniform & Stationery.** You can apply for FUNDI loan after registering at our campus.

### **National Covid-19 Tertiary Bursary Terms and conditions.**

De-registration before graduating will automatically mean the student pays back the bursary in full, unless it's a death related case. **ALL PAYMENTS MADE ARE NONE REFUNDABLE**

I (Student name) \_\_\_\_\_ agree that i & my parent/guardian have read & understood the terms & conditions that come with accepting the Covid-19 Tertiary Bursary.

### **MOTHER / GUARDIAN DETAILS:**

Parent/Guardian name: \_\_\_\_\_ Parent/Guardian ID no: \_\_\_\_\_  
 Parent/Guardian cell no: \_\_\_\_\_ Work Tel no: \_\_\_\_\_  
 Parent/Guardian occupation: \_\_\_\_\_ Company working for: \_\_\_\_\_  
 If unemployed tick ✓ the box: ☐ and name source of current income: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Mother/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **FATHER / GUARDIAN DETAILS:**

Parent/Guardian name: \_\_\_\_\_ Parent/Guardian ID no: \_\_\_\_\_  
 Parent/Guardian cell no: \_\_\_\_\_ Work Tel no: \_\_\_\_\_  
 Parent/Guardian occupation: \_\_\_\_\_ Company working for: \_\_\_\_\_  
 If unemployed tick ✓ the box: ☐ and name source of current income: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Father/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

We looking forward to welcoming you to CoA class of 2024 as you pursue your tertiary dreams with us.

Yours sincerely



Ms. F.F Mukwevho

Campus Director, College of Africa

0115689654 Head-office & 0150040705, Polokwane Campus, 0723501106 WhatsApp/Cell no

Email: [covidbursary@collegeofafrica.com](mailto:covidbursary@collegeofafrica.com)



## ENGINEERING FACULTY

Years + practicals	COURSE	Qualification	Requirement	NQF Level	SAQA ID
3 Years	1. Electrical Engineering N4 - N6	National Diploma	Grade 12 or NQF4	6	67005
3 Years	2. Mechanical Engineering N4 - N6	National Diploma	Grade 12 or NQF4	6	67005
3 Years	3. Civil Engineering N4 - N6	National Diploma	Grade 12 or NQF4	6	67005
3 Years	4. Chemical Engineering N4 - N6	National Diploma	Grade 12 or NQF4	6	67005
3 Years	5. Rigger (Mechanical Engineering N1-N3)	National Diploma	Grade 9 or NQF 1	3	67375
3 Years	6. Boilermaker (Mechanical Engineering)	National Diploma	Grade 9 or NQF 1	3	67109
3 Years	7. Welder (Mechanical Engineering)	National Diploma	Grade 9 or NQF 1	3	67375
3 Years	8. Fitter & Turner (Mechanical Engineering) N1 - N3	National Diploma	Grade 9 or NQF 1	3	67109
3 Years	9. Motor Mechanic (Mechanical Engineering) N1 - N3	National Diploma	Grade 9 or NQF 1	3	67375
3 Years	10. Diesel Mechanic (Mechanical Engineering) N1 - N3	National Diploma	Grade 9 or NQF 1	3	67109
3 Years	11. Plumbing (Civil Engineering) N1 - N3	National Diploma	Grade 9 or NQF 1	3	67375
3 Years	12. Bricklaying , Plastering (Civil Engineering) N1 - N3	National Diploma	Grade 9 or NQF 1	3	67109
3 Years	13. Waste & Water Treatment (Chemical Engineering) N1 - N3	National Diploma	Grade 9 or NQF 1	3	67375
3 Years	14. Electrical Engineering (Light / Heavy Current, Instrument Mechanician or Millwright) N1 - N3	National Diploma	Grade 9 or NQF 1	3	67109
3 Years	15. Multi Disciplinary Drawing: Office Practice (Engineering Studies) N4 - N6	National Diploma	Grade 12 or NQF4	6	67005

## MEDIA FACULTY

Years + practicals	COURSE	Qualification	Requirement	NQF Level	SAQA ID
3 Years	1. Popular Music Composition N4 - N6	National Diploma	Grade 12 or NQF4	6	67016
3 Years	2. Popular Music Theatre Performance & Acting N4 - N6	National Diploma	Grade 12 or NQF4	6	67014
3 Years	3. Studio Works (Sound Engineering) N4-N6	National Diploma	Grade 12 or NQF4	6	90674
3 Years	4. Journalism	Occupational Certificate	Grade 11or NQF3	5	101872
1 Year	5. TV & Radio Production	National certificate	Grade 9 or NQF 1	3	CoATRP23
1 Year	6. Acting (Television & Theatre)	National certificate	Grade 9 or NQF 1	3	CoAA23



## BUSINESS FACULTY

Years + practicals	COURSE	Qualification	Requirement	NQF Level	SAQA ID
3 Years	1. Legal secretary N4 - N6	National Diploma	Grade 12 or NQF4	6	67035
3 Years	2. Hospitality and Catering N4 - N6	National Diploma	Grade 12 or NQF4	6	67047
3 Years	3. Human Resource Management N4 - N6	National Diploma	Grade 12 or NQF4	6	90500
3 Years	4. Busines Management N4 - N6	National Diploma	Grade 12 or NQF4	6	91922
3 Years	5. Marketing Management N4 - N6	National Diploma	Grade 12 or NQF4	6	91924
3 Years	6. Public Management N4 - N6	National Diploma	Grade 12 or NQF4	6	100784
3 Years	7. Tourism N4 - N6	National Diploma	Grade 12 or NQF4	6	90674
3 Years	8. Management Assistant N4 - N6	National Diploma	Grade 12 or NQF4	6	66876
3 Years	9. Project Manager	Occupational Certificate	Grade 12 or NQF4	5	101869
3 Years	10. Transport and Logistics	Level 2-4, NCV	NQF 1 or Grade 9	4	522110231
3 Years	11. Public Relations N4 - N6	National Diploma	Grade 12 or NQF4	6	67003
1 Year	12. Computer Experts	National Certificate L1-L3	NQF level 1 or Grade 9	3	CoACE2023
1 Year	13. Welding (Coded welding)	Skills program Certificate	One year experience	4	SP-210402
1 Year	14. Professional Plumbing (Plumbing Hand)	Skills program Certificate	Any	3	SP-210403
Optional	Drivers k53 Learners or Driving Lessons	Drivers License	Anyone with an ID	N/A	N/A

## EDUCATION FACULTY

Years + practicals	COURSE	Qualification	Requirement	NQF Level	SAQA ID
3 Years	1. Early Childhood Development (ECD) Teaching primary	Occupational Certificate	Grade 11 or NQF3	4	97542
3 Years	2. Educare (Teaching foundation phase N4 - N6)	National Diploma	Grade 12 or NQF4	6	67007
1 Year	3. Assessment Practitioner	Skill program	Grade 12 or NQF4	5	SP-220320

## COMMERCE FACULTY

Years + practicals	COURSE	Qualification	Requirement	NQF Level	SAQA ID
3 Years	1. Financial Management N4 - N6	National Diploma	Grade 12 or NQF4	6	93597
3 Years	2. Tax Proffesional	Occupational Certificate	Grade 12 or NQF4	8	118776

## HEALTH FACULTY

Years + practicals	COURSE	Qualification	Requirement	NQF Level	SAQA ID
3 Years	1. Health Promotion Officer	Occupational Certificate	Grade 12 or NQF4	3	94597
1 Year	2. Social worker (Auxiliary Community Development Facilitator)	Skills program Certificate	Grade 12 or NQF4	5	97691
3 Years	3. Primary Health (Primary Health auxiliary Nurse)	Level 2-4 , National Certificate Vocational	NQF level 1 or Grade 9	4	522090211
1 Year	4. Occupational Screening Spirometry Nurse (Auxiliary Health Care)	Skills program Certificate	Grade 12 or NQF4	5	SP-211002
3 Years	5. Health Information Manager	Occupational Certificate	Grade 12 or NQF4	7	101838
1 Year	6. Drug and Alcohol Abuse Awareness Facilitator (Community Development Facilitator)	Skills program Certificate	Grade 12 or NQF4	5	SP-211006
3 Years	7. Medical Secretary N4 - N6	National Diploma	Grade 12 or NQF4	6	67034

## SAFETY MANAGEMENT FACULTY

Years + practicals	COURSE	Qualification	Requirement	NQF Level	SAQA ID
3 Years	1. Occupational Health & Safety (OHS)	Occupational Certificate	Grade 12 or NQF4	5	99714
3 Years	2. Policing (Safety in Society)	National Certificate Vocational Level 2-4	NQF level 1 or Grade 9	4	502080101
3 Years	3. Traffic Police (Safety in Society)	National Certificate Vocational Level 2-4	NQF level 1 or Grade 9	4	502080101
1 Year	4. Risk Control Officer & Work Place Preparedness	Skills program certificate	NQF level 2 or Grade 10	4	SP-200902

## ENERGY & SCIENCES FACULTY

Years + practicals	COURSE	Qualification	Requirement	NQF Level	SAQA ID
1 Year	1. Renewable Energy Technician (Solar Photovoltaic Service Technician)	Skills program Certificate	Grade 9 or NQF level 1	4	SP-210602
1 Year	2. Energy Performance Certificate Practitioner (EPC)	Skills program Certificate	Grade 12 or NQF4	5	SP-220323

## AGRICULTURE FACULTY

Years + practicals	COURSE	Qualification	Requirement	NQF Level	SAQA ID
3 Years	1. Farming Management N4 - N6	National Diploma	Grade 12 or NQF4	6	67030
3 Years	2. Fertiliser Manufacturing N4 - N6	National Diploma	Grade 12 or NQF4	6	66829
1 Year	3. Animal Health (Veterinary auxiliary Nurse)	Skills program Certificate	Grade 12 or NQF4	5	SP-191220

## ARTS & DESIGN FACULTY

Years + practicals	COURSE	Qualification	Requirement	NQF Level	SAQA ID
3 Years	1. Jewellery Manufacturing N4 - N6	National Diploma	Grade 12 or NQF4	6	67031
3 Years	2. Textile (Printing & Fibre Technology) N4-N6	National Diploma	Grade 12 or NQF4	6	67049
3 Years	3. Fashion Design N4 - N6	National Diploma	Grade 12 or NQF4	6	67045
3 Years	4. Graphic Design / Graphic Processes N4 - N6	National Diploma	Grade 12 or NQF4	6	67031
3 Years	5. Beauty Therapy (Haircare) N4-N6 plus (Nail, Skin, Body massage, Makeup, Eye	National Diploma	Grade 12 or NQF4	6	67048
3 Years	6. Photography N4 - N6	National Diploma	Grade 12 or NQF4	6	67031
1 Year	7. Advanced Sewing	National Certificate	Must be 16yrs plus	3	CoAS2023

## THEOLOGY FACULTY

Years + practicals	COURSE	Qualification	Requirement	NQF Level	SAQA ID
1 Year	1. Ministry (Moral Regeneration Education & Awareness Facilitator )	Skills program certificate	Grade 12 or NQF4	5	SP-211005





## MATRIC FACULTY

Years + practicals	COURSE	Qualification	Requirement	NQF Level	SAQA ID
1 Year	1. Matric Rewrite	National Senior Certificate	Matric failed subjects	4	49647
1 Year	2. Matric Upgrade	Amended Senior Certificate	Matric low pass rate subjects	4	49647
1 Year	3. Adult Matric	Senior Matric Amended	Age 21 & above	4	49647



# CAREER PATH

## ENGINEERING FACULTY




Course	Qualification Info	Modules	Career path
<b>1. Electrical Engineering (LIGHT or HEAVY CURRENT)</b>    	<p>The learner will have the ability to be able to become a qualified tradesman / technician after completion of the relevant experiential learning. N1-N6 in the Electrical Engineering, programme covers heavy current as well as light current.</p> <p>Heavy current includes the distribution of electricity, domestic wiring in civil &amp; industrial industries.</p> <p>Light current includes fields such as digital electronics &amp; industrial electronics.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <p>What do I need to have completed before I can apply to study this course?</p> <ul style="list-style-type: none"> <li>N1 - Minimum of Grade 10 with Mathematics, Science or Electrical Technology</li> <li>N2 - N1 or equivalent</li> <li>N3 - N2 or equivalent</li> </ul>	<p><b><u>1st Semester N1</u></b></p> <ol style="list-style-type: none"> <li>Mathematics</li> <li>Industrial electronics</li> <li>Engineering science</li> <li>Electrical trade theory</li> </ol> <p><b><u>2nd Semester N2</u></b></p> <ol style="list-style-type: none"> <li>Mathematics</li> <li>Industrial electronics</li> <li>Engineering science</li> <li>Electrical trade theory</li> </ol> <p><b><u>3rd Semester N3</u></b></p> <ol style="list-style-type: none"> <li>Mathematics</li> <li>Industrial electronics</li> <li>Engineering science</li> <li>Electrical trade theory</li> </ol> <p><b><u>4th Semester N4</u></b></p> <ol style="list-style-type: none"> <li>Mathematics</li> <li>Industrial electronics</li> <li>Engineering science</li> <li>Electrotechnics</li> </ol> <p><b><u>5th Semester N5</u></b></p> <ol style="list-style-type: none"> <li>Mathematics</li> <li>Industrial electronics</li> <li>Power machines</li> <li>Electrotechnics</li> </ol> <p><b><u>6th Semester N6</u></b></p> <ol style="list-style-type: none"> <li>Mathematics</li> <li>Industrial electronics</li> <li>Power machines</li> <li>Electrotechnics</li> </ol>	<p>This qualification enables learners to work in a private, government or business environment as, an Electrical Tradesman, Electronic Tradesman, Instrumental Tradesman, Auto/Motor Electrical Tradesman &amp; Electrical/Electronic Technician.</p> <p>N1 – N6 in Electrical Engineering will be able to take up employment in one of the following fields:</p> <ul style="list-style-type: none"> <li>Electrical Engineering &amp; Construction</li> <li>Industrial Engineering</li> <li>Process Control</li> <li>Digital Electronic Engineering</li> <li>Industrial Electronic Engineering</li> </ul>



Course	Qualification Info	Modules	Career path
<b>2. Mechanical Engineering (FITTING and TURNING)</b> 	<p>The learner will have the ability to be able to become a qualified tradesman after the completion of the relevant practical experiential training.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>N1 - Minimum of Grade 10 with Mathematics, Science or Electrical Technology</li> <li>N2-N1 or equivalent</li> <li>N3-N2 or equivalent</li> </ul>	<p><b><u>1st Semester N1</u></b></p> <ol style="list-style-type: none"> <li>Engineering drawing</li> <li>Engineering science</li> <li>Mathematics</li> <li>Fitting &amp; machining theory</li> </ol> <p><b><u>2nd Semester N2</u></b></p> <ol style="list-style-type: none"> <li>Engineering drawing</li> <li>Engineering science</li> <li>Mathematics</li> <li>Fitting &amp; machining theory</li> </ol> <p><b><u>3rd Semester N3</u></b></p> <ol style="list-style-type: none"> <li>Engineering drawing</li> <li>Engineering science</li> <li>Mathematics</li> <li>Mechano-technology</li> </ol>	<p>This qualification enables the learner to work in a private, government or business environment as, a Fitter &amp; Turner / Machining Tradesman and Mechanical Technician.</p>
<b>2.1 Mechanical Engineering (MOTOR MECHANIC)</b> 	<p>The learner will have the ability to be able to become a qualified tradesman after the completion of the relevant practical experiential training.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>N1 - Minimum of Grade 10 with Mathematics, Science or Electrical Technology</li> <li>N2-N1 or equivalent</li> <li>N3-N2 or equivalent</li> </ul>	<p><b><u>1st Semester N1</u></b></p> <ol style="list-style-type: none"> <li>Engineering drawing</li> <li>Engineering science</li> <li>Mathematics</li> <li>Motor trade theory</li> </ol> <p><b><u>2nd Semester N2</u></b></p> <ol style="list-style-type: none"> <li>Engineering drawing</li> <li>Engineering science</li> <li>Mathematics</li> <li>Diesel trade theory</li> </ol> <p><b><u>3rd Semester N3</u></b></p> <ol style="list-style-type: none"> <li>Engineering drawing</li> <li>Engineering science</li> <li>Mathematics</li> <li>Mechano-technology</li> </ol>	<p>This qualification enables the learner to work in a private, government or business environment as, a motor (Petrol) Tradesman and Mechanical Technician</p>
<b>2.3 Mechanical Engineering (DIESEL MOTOR MECHANIC)</b> 	<p>The learner will have the ability to be able to become a qualified tradesman after the completion of the relevant practical experiential training.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>N1 - Minimum of Grade 10 with Mathematics, Science or Electrical Technology</li> </ul>	<p><b><u>1st Semester N1</u></b></p> <ol style="list-style-type: none"> <li>Engineering drawing</li> <li>Engineering science</li> <li>Mathematics</li> <li>Motor trade theory</li> </ol> <p><b><u>2nd Semester N2</u></b></p> <ol style="list-style-type: none"> <li>Engineering drawing</li> <li>Engineering science</li> <li>Mathematics</li> <li>Diesel trade theory</li> </ol> <p><b><u>3rd Semester N3</u></b></p> <ol style="list-style-type: none"> <li>Engineering drawing</li> <li>Engineering science</li> <li>Mathematics</li> <li>Mechano-technology</li> </ol>	<p>This qualification enables the learner to work in a private, government or business environment as, a Diesel Tradesman, and Mechanical Technician</p>









Course	Qualification Info	Modules	Career path
<b>2.3 Mechanical Engineering (BOILERMAKER)</b> 	<p>The learner will have the ability to be able to become a qualified tradesman after the completion of the relevant practical experiential training.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>N1 - Minimum of Grade 10 with Mathematics, Science or Electrical Technology</li> <li>N2-N1 or equivalent</li> <li>N3-N2 or equivalent</li> </ul>	<p><b>1st Semester N1</b></p> <ol style="list-style-type: none"> <li>1. Metalwork theory</li> <li>2. Engineering science</li> <li>3. Mathematics</li> <li>4. Planting structural steel drawing</li> </ol> <p><b>2nd Semester N2</b></p> <ol style="list-style-type: none"> <li>1. Platers theory</li> <li>2. Engineering science</li> <li>3. Mathematics</li> <li>4. Planting structural steel drawing</li> </ol> <p><b>3rd Semester N3</b></p> <ol style="list-style-type: none"> <li>1. Mechano-technology</li> <li>2. Engineering science</li> <li>3. Mathematics</li> <li>4. Planting structural steel drawing</li> </ol>	<p>This qualification enables the learner to work in a private, government or business environment as, a Boilermaker and Mechanical Technician</p>
<b>2.4 Mechanical Engineering</b> 	<p>The learner will have the ability to be able to become a qualified tradesman after the completion of the relevant practical experiential training.</p>	<p><b>1st Semester N4</b></p> <ol style="list-style-type: none"> <li>1. Mechanotechnics</li> <li>2. Engineering science</li> <li>3. Mathematic</li> <li>4. Mechanical draughting</li> </ol> <p><b>2nd Semester N5</b></p> <ol style="list-style-type: none"> <li>1. Mechanotechnics</li> <li>2. Power machines</li> <li>3. Mathematic</li> <li>4. Mechanical draughting</li> </ol> <p><b>3rd Semester N6</b></p> <ol style="list-style-type: none"> <li>1. Mechanotechnics</li> <li>2. Power machines</li> <li>3. Mathematic</li> <li>4. Mechanical draughting</li> </ol>	<p>This qualification enables the learner to work in a private, government or business environment as, a Machanic Tradesman and Mechanical Technician</p>
<b>3. Civil Engineering</b> 	<p>The Learner will have the ability to be able to become a qualified tradesman or technician after completion of the relevant experiential learning. The National Diploma N1 to N6 in the Building &amp; Civil engineering programme covers all the trades in Building and Civil Engineering related industries.</p>	<p><b>1st Semester N1</b></p> <ol style="list-style-type: none"> <li>1. Building science</li> <li>2. Building drawing</li> <li>3. Mathematics</li> <li>4. Plumbing theory</li> </ol> <p><b>2nd Semester N2</b></p> <ol style="list-style-type: none"> <li>1. Building science</li> <li>2. Building drawing</li> <li>3. Mathematics</li> <li>4. Plumbing theory</li> </ol> <p><b>3rd Semester N3</b></p> <ol style="list-style-type: none"> <li>1. Building science</li> <li>2. Building drawing</li> <li>3. Mathematics</li> <li>4. Plumbing theory</li> </ol>	<p>This qualification enables the learner to work in a private, government or business environment as, a Building engineer, Surveyor, a CAD Technician, an Urban planner &amp; etc</p>







## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>4. Chemical Engineering</b>    	<p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>N1 - Minimum of Grade 10 with Mathematics, Science or Electrical Technology</li> <li>N2-N1 or equivalent</li> <li>N3-N2 or equivalent</li> </ul>	<p><b><u>4th Semester N4</u></b></p> <ol style="list-style-type: none"> <li>Building &amp; structural construction</li> <li>Building &amp; structural surveying</li> <li>Building administration</li> <li>Quantity surveying</li> </ol> <p><b><u>5th Semester N5</u></b></p> <ol style="list-style-type: none"> <li>Building &amp; structural construction</li> <li>Building &amp; structural surveying</li> <li>Building administration</li> <li>Quantity surveying</li> </ol> <p><b><u>6th Semester N6</u></b></p> <ol style="list-style-type: none"> <li>Building &amp; structural construction</li> <li>Building &amp; structural surveying</li> <li>Building administration</li> <li>Quantity surveying</li> </ol>	<p>This qualification enables the learner to work in a private, government or business environment as, an Environmental engineer, Energy Engineer, Process Engineer, Food Processing, Chemical Engineer, Quality Manager and etc.</p>
	<p>The learner will have the ability to become a qualified tradesman or technician after completion of the relevant experiential learning.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>N1 - Minimum of Grade 10 with Mathematics, Science or Electrical Technology</li> <li>N2-N1 or equivalent</li> <li>N3-N2 or equivalent</li> </ul>	<p><b><u>1st Semester N1</u></b></p> <ol style="list-style-type: none"> <li>Mathematics</li> <li>Engineering science</li> <li>Waste water treatment practice</li> <li>Plant operation theory</li> </ol> <p><b><u>2nd Semester N2</u></b></p> <ol style="list-style-type: none"> <li>Mathematics</li> <li>Engineering science</li> <li>Waste water treatment practice</li> <li>Plant operation theory</li> </ol> <p><b><u>3rd Semester N3</u></b></p> <ol style="list-style-type: none"> <li>Mathematics</li> <li>Engineering science</li> <li>Waste water treatment practice</li> <li>Plant operation theory</li> </ol> <p><b><u>4th Semester N4</u></b></p> <ol style="list-style-type: none"> <li>Chemistry</li> <li>Mathematics</li> <li>Engineering science</li> <li>Chemical plant operation</li> </ol> <p><b><u>5th Semester N5</u></b></p> <ol style="list-style-type: none"> <li>Chemistry</li> <li>Mathematics</li> <li>Physics</li> <li>Chemical plant operation</li> </ol> <p><b><u>6th Semester N6</u></b></p> <ol style="list-style-type: none"> <li>Chemical technology</li> <li>Mathematics</li> <li>Physics</li> <li>Chemical plant operation</li> </ol>	







## CAREER PATH

<u>Course</u>	<u>Qualification Info</u>	<u>Modules</u>	<u>Career path</u>
<b>5. Multi Disciplinary Drawing: Office Practice</b>    	<p>For Learners with passion in Drawing or Design field. This qualification is the most popular qualification for matriculants interested in the industry of product design and AEC technical drawings. The purpose of the course is twofold as the student will familiarise themselves in further elements of technical drawing and will be introduced to additional features of all design software applications. It will cover developing proper engineering assembly drawings and techniques in generating true 3D portion will enable the learner to take the information presented on a technical drawing &amp; convert the data into 3D wire frame and solid models. Draughting, designers, manufacturers and shop fitters are now using AutoCAD, Revit and Inventor; making multi-skilled Computer Aided Drawing (CAD) experts highly in demand. The qualification covers all the different disciplines of draughting such as Mechanical, Structural, piping, HVAC, Civil and concrete draughting making the qualified student a highly sought after draughting expert globally.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• We recommend Mathematics, Physical Science and Technical Drawing at Matric level or equivalent</li> <li>• N4-N5 or equivalent</li> <li>• N5-N6 or equivalent</li> </ul>	<p><b>1st Semester N4</b></p> <ol style="list-style-type: none"> <li>1. Mechanical Orientation</li> <li>2. Mechanical Draughting</li> <li>3. Pictorial Draughting</li> <li>4. General Draughting</li> </ol> <p><b>2nd Semester N5</b></p> <ol style="list-style-type: none"> <li>1. CAD (Computer Aided Draughting N5</li> <li>2. Building Draughting</li> <li>3. Electrical Draughting</li> <li>4. Structural Steel Detailing.</li> </ol> <p><b>3rd Semester N5</b></p> <ol style="list-style-type: none"> <li>1. CAD (Computer Aided Draughting N5</li> <li>2. Building Draughting</li> <li>3. Electrical Draughting</li> <li>4. Structural Steel Detailing.</li> </ol>	<p>The holder of this qualification in Multi-Disciplinary Drawing Office Practice will enable the learner to work in a private, government or business environment as</p> <ul style="list-style-type: none"> <li>• Architecture</li> <li>• Building Design</li> <li>• Mining Engineering</li> <li>• Surveying</li> <li>• Planning</li> <li>• 3D Modelling</li> <li>• Property Surveying</li> <li>• Construction</li> <li>• Reinforce Concrete Detailing</li> <li>• Civil Design</li> <li>• Engineering Design</li> <li>• Naval Architectural &amp; Ship</li> <li>• Structural Detailing</li> <li>• Piping &amp; Plant Design</li> <li>• Set Building</li> <li>• Instrumentation Design</li> <li>• HVAC Design</li> <li>• Aeronautics and more</li> </ul>



# CAREER PATH






## MEDIA FACULTY

Course	Qualification Info	Modules	Career path
<b>1. Popular Music Composition</b>    	<p>The Music Composition course is an occupational &amp; vocational training programme that is structured to train Learners as an effective Music Professionals. This qualification is aimed at giving the learners technical, theoretical and practical knowledge required in the studio and the live environments.</p> <p>The Design of this Studio Work qualification will enable learners to progressively obtain 3 different certificates by Completing N4, N5 and N6 in studio works either separately with breaks in between, or in one extended study period of 18months and then apply the theoretical knowledge and skills learned in the workplace for an extended period. This qualification enables the learners to be employed within the Music/Audio industry as Sound technicians, Music Producers and Studio Engineers.</p> <p><b>Admission Requirement</b></p> <ul style="list-style-type: none"> <li>• High school graduates who have completed Matric or</li> <li>• Who have completed an education program equivalent to NQF Level 4</li> </ul>	<p><b>1st Semester N4</b></p> <ol style="list-style-type: none"> <li>1. Music business &amp; style</li> <li>2. Arranging &amp; production</li> <li>3. Electronic music</li> <li>4. keyboard technique</li> </ol> <p><b>2nd Semester N5</b></p> <ol style="list-style-type: none"> <li>1. Music business &amp; style</li> <li>2. Arranging &amp; production</li> <li>3. Electronic music</li> <li>4. keyboard technique</li> </ol> <p><b>3rd Semester N6</b></p> <ol style="list-style-type: none"> <li>1. Music business &amp; style</li> <li>2. Arranging &amp; production</li> <li>3. Electronic music</li> <li>4. keyboard technique</li> </ol>	<p>This qualification enables the learner to work in a private, government or business environment as, a:</p> <p>Composer: As a composer, you can create original music for various mediums such as films, television shows, commercials, video games, and theater productions.</p> <p>Music Producer: Dive into the process of music production, from composing and arranging to overseeing recording sessions. Collaborate with artists to bring their musical visions to life. Gain insights into music industry trends and marketing strategies.</p> <p>Television and Media Composer: Similar to film scoring, this role involves creating music for television series, documentaries, advertisements, and other media projects.</p> <p>Music Educator: Share your knowledge by teaching music theory, composition, and performance. Work as a private instructor, in schools, or within music institutions.</p> <p>Studio Session Musician: If you're a skilled instrumentalist, you can contribute to music recordings by playing instruments on various projects, adding your unique touch to compositions</p>










## CAREER PATH






Course	Qualification Info	Modules	Career path
<b>2. Popular Music Theatre Performance &amp; Acting</b>     	<p>A qualification that generally prepares learners and individuals to performing art as solo and/or ensemble performers and to master musical instruments. Includes instruction on one or more specific instruments from various instrumental groupings</p> <p>This qualification will enable a learner to master Performing arts, performing arts are a creative form of art performed by individuals or groups that use their voices, bodies or inanimate objects to convey artistic expression in front of a live audience. Performing arts include a range of disciplines which include theater, dance, and music.</p> <p>The qualification is also for those learners who want to go into the artistry of music and primarily covers Composition, Performance and Studio Work.</p> <p><b>Admission Requirements</b></p> <p>The following learning is assumed to be in place before enrolling:</p> <ul style="list-style-type: none"> <li>Grade 12 certificate or an equivalent qualification</li> <li>A national certificate: N3 or national senior certificate</li> </ul>	<p><b>1st Semester N4</b></p> <ol style="list-style-type: none"> <li>1. Music business &amp; style</li> <li>2. Aural &amp; Ensemble</li> <li>3. Improvisation</li> <li>4. Practical Instrument on the following: vocal, guitar, piano/ keyboard, bass guitar, drums / percussion, wood wind, brass</li> </ol> <p><b>2nd Semester N5</b></p> <ol style="list-style-type: none"> <li>1. Music business &amp; style</li> <li>2. Aural &amp; Ensemble</li> <li>3. Improvisation</li> <li>4. Practical Instrument on the following: vocal, guitar, piano/ keyboard, bass guitar, drums / percussion, wood wind, brass</li> </ol> <p><b>3rd Semester N6</b></p> <ol style="list-style-type: none"> <li>1. Music business &amp; style</li> <li>2. Aural &amp; Ensemble</li> <li>3. Improvisation</li> <li>4. Practical Instrument on the following: vocal, guitar, piano/ keyboard, bass guitar, drums / percussion woodwind, brass</li> </ol>	<p>This qualification enables the learner to work in a private, government or business environment and persuade their career as a :</p> <ul style="list-style-type: none"> <li>Studio Musician</li> <li>Live Performance</li> <li>Electronic Musician</li> </ul>





## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>3. Studio Works (Sound Engineering)</b>     	<p>This qualification is aimed at giving the learners technical, theoretical &amp; practical knowledge required in studio work. It enables the learners to be employed within the music industry as sound technicians and studio engineers or music producers. This qualification enables the learner to work in a private, government or business environment as a</p> <ul style="list-style-type: none"> <li>Record a full band (any kind of music) onto a professional, industry standard, Digital Audio Workstation.</li> <li>Make basic decisions in terms of microphone choice and placement, audio editing &amp; processing.</li> <li>Use industry standard DAW's to perform advanced tasks such as processing and mixing audio.</li> <li>Perform basic MIDI programming demonstrating an understanding of musical arrangement.</li> <li>Work on multiple projects towards a deadline and manage their own time and resources</li> </ul> <p><b><u>Admission Requirements</u></b></p> <p>The following learning is assumed to be in place before enrolling:</p> <ul style="list-style-type: none"> <li>Grade 12 certificate or an equivalent qualification</li> <li>A national certificate: N3 or national senior certificate</li> </ul>	<p><b><u>1st Semester N4</u></b></p> <ol style="list-style-type: none"> <li>Music business &amp; style</li> <li>Arranging &amp; production</li> <li>Electronic music</li> <li>keyboard technique</li> </ol> <p><b><u>2nd Semester N5</u></b></p> <ol style="list-style-type: none"> <li>Music business &amp; style</li> <li>Arranging &amp; production</li> <li>Electronic music</li> <li>keyboard technique</li> </ol> <p><b><u>3rd Semester N6</u></b></p> <ol style="list-style-type: none"> <li>Music business &amp; style</li> <li>Arranging &amp; production</li> <li>Electronic music</li> <li>keyboard technique</li> </ol>	<p>The graduate will be able to enter the audio / music business as an effective professional in a number of roles on either the technical or business management sides of the music and broadcast industries:</p> <ul style="list-style-type: none"> <li>- recording engineer</li> <li>- post production engineer</li> <li>- live sound engineer</li> <li>- studio manager</li> <li>- music business manager</li> <li>- audio film editor, or</li> <li>- record company professional</li> </ul>




Course	Qualification Info	Modules	Career path
<b>4. Journalism</b>     	<p>This comprehensive qualification is designed to equip learners with the essential skills needed to excel as a Journalist. Aspiring journalists will master the art of originating and pitching content ideas, meticulously collecting and analyzing information for journalistic purposes, and crafting and delivering compelling content across a diverse range of media platforms and formats. Throughout this course, participants will gain the expertise necessary to thrive in the dynamic world of journalism, becoming adept storytellers across various media outlets.</p> <p><b>Admission Requirement</b></p> <ul style="list-style-type: none"> <li>High school graduates who have completed Matric or</li> <li>Who have completed an education program equivalent to NQF Level 4 with Computer Literacy</li> </ul>	<p><b>1st Year</b> <b>Knowledge Theory Modules</b></p> <ul style="list-style-type: none"> <li>Computer literacy</li> <li>Introduction to journalism</li> <li>The legal and ethical framework for the media</li> <li>Governance and democracy</li> <li>Origination and pitching of content ideas</li> <li>Information gathering</li> <li>Storytelling</li> <li>Personal development</li> </ul> <p><b>2nd Year</b> <b>Practical Skill Modules:</b></p> <ul style="list-style-type: none"> <li>Originate &amp; pitch content ideas</li> <li>Report by gathering information &amp; materials</li> <li>Create publishable content</li> <li>Develop work-relevant personal skills</li> </ul> <p><b>3rd Year</b> <b>Workplace Experience Learning</b></p> <ul style="list-style-type: none"> <li>Processes to observe and assist an experienced journalist in a selected range of journalistic activities</li> <li>Processes to work as a junior member of a team to produce content</li> <li>Processes to work with news production colleagues on assigned content that is accepted for publication</li> <li>Processes to work on self-generated content that is accepted for publication</li> </ul>	<ul style="list-style-type: none"> <li>News Reporter: Keep the public informed by covering local, national, or international events across various beats such as politics, business, health etc</li> <li>Feature Writer: Craft in-depth stories that provide insight into human interest topics, cultural trends &amp; narratives.</li> <li>Investigative Journalist: Uncover hidden truths &amp; expose corruption through in-depth research &amp; impactful reporting.</li> <li>Editor: Oversee and shape the content of publications by managing writers, ensuring accuracy, and maintaining editorial standards.</li> <li>Broadcast Journalist: Present news &amp; stories on television / radio, combining verbal communication (visuals &amp; audio)</li> <li>Digital Content Creator: Produce engaging content for online platforms, including articles, videos, podcasts, and interactive multimedia pieces.</li> <li>Columnist or Opinion Writer: Share your unique perspective &amp; commentary on current events, trends &amp; social issues.</li> <li>Freelance Journalist: Work independently, contributing to various media outlets on a per-assignment basis, giving you flexibility &amp; varied experiences.</li> <li>Photojournalist /Videographer: Use visual storytelling &amp; capture / convey events, human experiences/ impactful moment</li> <li>Foreign Correspondent: Report on international events &amp; trends from different regions, offering global insights to audiences.</li> <li>Content Strategist: Collaborate with brands &amp; organizations to develop engaging &amp; relevant content that resonates with their target audiences.</li> <li>Media Relations Specialist: Work with public relations teams or government agencies</li> </ul>

Course	Qualification Info	Modules	Career path
<b>5. TV &amp; Radio Production</b>  	<p>This Qualification provides you with the necessary competence to enter the television &amp; radio industry by ensuring that you understand the context and that you can function within the framework of radio and television productions. In Level 4 (first year) learners will attain competence that will enable them to contribute in a meaningful way, through their use of the media, to the social and economic development of the nation at large through active participation in film and television production.</p> <p><b>Admission Requirement</b></p> <ul style="list-style-type: none"> <li>Any Grade with age minimum 16</li> </ul>	<p><b>1st &amp; 2nd Semester</b></p> <ul style="list-style-type: none"> <li>Communications</li> <li>Math Literacy</li> <li>Team Work and Time Management</li> <li>Sound Operations</li> <li>Apple Macintosh Skills (Computer Tech)</li> <li>Basic Video Editing Skills</li> <li>Customer Care &amp; Media Law</li> </ul>	<ol style="list-style-type: none"> <li><b>Film Director:</b> Lead the creative vision of a film, overseeing all aspects of production, from casting to camera work, to bring stories to life on big screens</li> <li><b>Cinematographer/Director of Photography:</b> Capture stunning visuals using camera techniques, lighting composition to create the visual tone of films, TV shows &amp; commercials.</li> <li><b>Film Editor:</b> Craft compelling narratives by selecting and sequencing shots, adding effects &amp; refining the pacing of scenes to enhance storytelling.</li> <li><b>Screenwriter:</b> Develop scripts for films, TV shows, &amp; web series, crafting &amp; plots that captivate audiences.</li> <li><b>Producer:</b> Manage the entire production process, from development to distribution, ensuring projects are on track &amp; meet creative &amp; financial goals.</li> <li><b>Production Designer:</b> Create the visual look of films &amp; TV shows by designing sets, costumes, props &amp; overall aesthetics that reflect story's world</li> <li><b>Art Director:</b> Oversee the visual elements of a production, ensuring that the artistic vision is cohesive and aligned with the project's creative direction.</li> <li><b>Sound Designer:</b> Design &amp; mix audio elements to enhance the auditory experience of films &amp; TV shows, creating immersive soundscapes.</li> <li><b>Location Manager:</b> Source and secure filming locations, coordinating logistics &amp; permits for smooth on-site production.</li> <li><b>Assistant Director:</b> Assist the director in coordinating various aspects of production, from scheduling to managing the crew on set.</li> <li><b>Film Critic/Reviewer:</b> Analyze and evaluate films and TV shows, providing insightful reviews and critiques for media outlets.</li> <li><b>Post-production Supervisor:</b> Oversee editing &amp; finishing stages of production, ensuring the final product meets creative &amp; technical standards.</li> <li><b>Camera Operator:</b> Operate cameras and equipment during filming, translating the director's vision into visual shots.</li> <li><b>Visual Effects Artist:</b> Create stunning visual effects using computer-generated imagery (CGI) to enhance</li> </ol>
<b>6. Acting (Television &amp; Theatre)</b>  	<p>This Qualification provides you with the necessary competence to enter the film and television industry by ensuring that you understand the context and that you can function within the framework of film and television productions.</p> <p><b>Admission Requirement</b></p> <ul style="list-style-type: none"> <li>Any Grade with an age minimum 16</li> </ul>	<p><b>1st &amp; 2nd Semester</b></p> <ul style="list-style-type: none"> <li>Team Work &amp; Time Management</li> <li>Business Communications</li> <li>Media Law &amp; Ethics</li> <li>Sound Recording &amp; Design (Advanced) (*Nuendo Software)</li> <li>Camera Operations</li> <li>Video Editing (Advanced) Software Specific* Adobe Premiere</li> <li>Motion Graphics (Adobe After Effects)</li> <li>Vision Mixing</li> <li>Floor Managing &amp; Directing</li> <li>Film &amp; Tv Producing</li> </ul>	<ol style="list-style-type: none"> <li><b>Film Director:</b> Lead the creative vision of a film, overseeing all aspects of production, from casting to camera work, to bring stories to life on big screens</li> <li><b>Cinematographer/Director of Photography:</b> Capture stunning visuals using camera techniques, lighting composition to create the visual tone of films, TV shows &amp; commercials.</li> <li><b>Film Editor:</b> Craft compelling narratives by selecting and sequencing shots, adding effects &amp; refining the pacing of scenes to enhance storytelling.</li> <li><b>Screenwriter:</b> Develop scripts for films, TV shows, &amp; web series, crafting &amp; plots that captivate audiences.</li> <li><b>Producer:</b> Manage the entire production process, from development to distribution, ensuring projects are on track &amp; meet creative &amp; financial goals.</li> <li><b>Production Designer:</b> Create the visual look of films &amp; TV shows by designing sets, costumes, props &amp; overall aesthetics that reflect story's world</li> <li><b>Art Director:</b> Oversee the visual elements of a production, ensuring that the artistic vision is cohesive and aligned with the project's creative direction.</li> <li><b>Sound Designer:</b> Design &amp; mix audio elements to enhance the auditory experience of films &amp; TV shows, creating immersive soundscapes.</li> <li><b>Location Manager:</b> Source and secure filming locations, coordinating logistics &amp; permits for smooth on-site production.</li> <li><b>Assistant Director:</b> Assist the director in coordinating various aspects of production, from scheduling to managing the crew on set.</li> <li><b>Film Critic/Reviewer:</b> Analyze and evaluate films and TV shows, providing insightful reviews and critiques for media outlets.</li> <li><b>Post-production Supervisor:</b> Oversee editing &amp; finishing stages of production, ensuring the final product meets creative &amp; technical standards.</li> <li><b>Camera Operator:</b> Operate cameras and equipment during filming, translating the director's vision into visual shots.</li> <li><b>Visual Effects Artist:</b> Create stunning visual effects using computer-generated imagery (CGI) to enhance</li> </ol>



# CAREER PATH





## BUSINESS FACULTY

<u>Course</u>	<u>Qualification Info</u>	<u>Modules</u>	<u>Career path</u>
<b>1. Legal secretary</b>   	<p>This qualification will provide learners with a clear understanding of what a legal secretary is through theory and practicals.</p> <p>A legal secretary is an administrative professional in a legal office. After completing a learner will provide support to attorneys by taking responsibility for tasks such as:</p> <ul style="list-style-type: none"> <li>• Liaising with clients</li> <li>• Communicating with other legal professionals</li> <li>• Scheduling meetings and appointments</li> <li>• Ordering office supplies</li> <li>• Maintaining filing systems</li> <li>• Conducting research</li> <li>• Drafting and proofreading legal documents and other correspondence</li> </ul> <p>If you work as a legal secretary, you will mostly be office-based, but you may also be required to go out to attend meetings, deliver court documents, or purchase office supplies.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>• Grade 12 or</li> <li>• NQF level 4 or equivalent qualifications</li> </ul>	<p><b><u>1st Semester N4</u></b></p> <ol style="list-style-type: none"> <li>1. Office practice</li> <li>2. Communication</li> <li>3. Information Processing</li> <li>4. Public administration</li> </ol> <p><b><u>2nd Semester N5</u></b></p> <ol style="list-style-type: none"> <li>1. Office practice</li> <li>2. Communication</li> <li>3. Information Processing</li> <li>4. Legal secretary</li> </ol> <p><b><u>3rd Semester N6</u></b></p> <ol style="list-style-type: none"> <li>1. Office practice</li> <li>2. Communication</li> <li>3. Information Processing</li> <li>4. Legal secretary</li> </ol>	<p>As a Legal Secretary, you can be employed in the following areas:</p> <ul style="list-style-type: none"> <li>• Law Firm</li> <li>• Administration</li> <li>• Paralegal Services</li> <li>• Conveyancing</li> <li>• Public and private organisations</li> </ul>









## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>2. Hospitality and Catering Services</b>    	<p>This qualification is designed to focus on 3 disciplines in the Hospitality field (Professional Cookery, Accommodation, House Keeping &amp; Food &amp; Beverage Management), which enables learners to gain the cooking skills &amp; management principals required to operate a successful kitchen or Food &amp; Beverage establishment. After completing learners will be equipped with the knowledge, skills, core abilities and the underlying theory that would be required of them in the field of Professional Cookery &amp; Kitchen Management.</p> <p>This qualification emphasizes the need for professionalism, leadership, strong management discipline &amp; to lay a foundation for future career advancement in the hospitality industry. This qualification includes theory &amp; practical skills for kitchen sections, and patisserie. This programme emphasizes both academic knowledge (kitchen practical &amp; classroom theory) and Work Integrated Learning, which makes qualifying learners eminently suitable for employment in this highly competitive sector.</p> <p>This qualification offers students the opportunity to refine, re-design and perfect their cooking &amp; management skills in this dynamic, growing industry. The qualification places equal emphasis on academic, practical and integrated learning experience of the learners.</p> <p>The qualification is aimed at individuals who are passionate about serving people and who have what it takes for this demanding industry.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>Grade 12 or equivalent qualification</li> </ul>	<p><b>1st Semester N4</b></p> <ol style="list-style-type: none"> <li>Applied management</li> <li>Catering theory and practical</li> <li>Nutrition &amp; menu planning</li> <li>Sanitation and safety</li> </ol> <p><b>2nd Semester N5</b></p> <ol style="list-style-type: none"> <li>Applied management</li> <li>Catering theory and practical</li> <li>Food &amp; beverage service</li> <li>Entrepreneurship &amp; business management</li> </ol> <p><b>3rd Semester N6</b></p> <ol style="list-style-type: none"> <li>Applied management</li> <li>Catering theory and practical</li> <li>Computer practice</li> <li>Communication and human relations</li> </ol>	<p>Learners will have the ability to take up a position in the following sectors of the Hospitality industry:</p> <ul style="list-style-type: none"> <li>Hotel, Restaurant and Guesthouse Management</li> <li>Food and Beverage Service</li> <li>Function Catering</li> <li>Test Kitchens</li> <li>Tasting Room Facilitators</li> <li>Commis Chef/ Chef de Partie</li> <li>Conference and Banqueting</li> </ul>









# CAREER PATH

Course	Qualification Info	Modules	Career path
<b>3. Human Resource Management</b>    	<p>This qualification enables the Learners to deal with Human Resource related responsibilities in business &amp; public institutions.</p> <p>The Human Resource Officer is accountable for policies and practices that deal with the recruitment and selection of employees. In addition, HR officers manage the training and development of staff, and ensure that performance and productivity are maintained &amp; improved.</p> <p>Human Resource officers are responsible for creating good relationships between managers &amp; employees.</p> <p>This course consists of an N4 Certificate, N5 Certificate and N6 Certificate. After completing the N6 Certificate students need to submit proof of 18 months' experience in industry/practical in order to qualify for the National N-Diploma through the Department of Higher Education and Training</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>Grade 12 or NQF level 4 or equivalent qualifications</li> </ul>	<p><b><u>1st Semester N4</u></b></p> <ol style="list-style-type: none"> <li>Personnel management</li> <li>Management communication</li> <li>Entrepreneurship and business management</li> <li>Computer practice</li> </ol> <p><b><u>2nd Semester N5</u></b></p> <ol style="list-style-type: none"> <li>Personnel management</li> <li>Labour relations</li> <li>Personnel training</li> <li>Computer practice</li> </ol> <p><b><u>3rd Semester N6</u></b></p> <ol style="list-style-type: none"> <li>Personnel management</li> <li>Labour relations</li> <li>Personnel training</li> <li>Computer practice</li> </ol>	<p>Once the learner has completed the National Certificate N6: Human Resources Management, the learner will have the ability to apply for the following career options:</p> <ul style="list-style-type: none"> <li>• Human Resources</li> <li>• Training and Development</li> <li>• Labour Relations/ Industrial Relations</li> <li>• Recruitment Agent</li> <li>• Personnel Manager</li> </ul>



# CAREER PATH

Course	Qualification Info	Modules	Career path
<b>4. Business Management</b>    	<p>The learner will have the ability to work in a business environment. The foundation of this course lies in Entrepreneurship.</p> <p>The candidate that would make a success of this course and a career in Business Management is the person that is motivated to start their own business.</p> <p>After completion of the N4 – N6 Certificates students need to complete 18 months in industry/practical before qualifying for National Diploma through the department of Higher Education and Training.</p> <p>This course enables students to use the business skills &amp; knowledge learned to pursue a career in Entrepreneurship, run their own businesses, or work in a retail, wholesale or generic management environment.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>• Grade 12</li> <li>• or NQF level 4 or equivalent qualifications</li> </ul>	<p><b><u>1st Semester N4</u></b></p> <ol style="list-style-type: none"> <li>1. Financial accounting</li> <li>2. Management communication</li> <li>3. Computer practice</li> <li>4. Entrepreneurship &amp; business management</li> </ol> <p><b><u>2nd Semester N5</u></b></p> <ol style="list-style-type: none"> <li>1. Sales management</li> <li>2. Financial accounting</li> <li>3. Computer practice</li> <li>4. Entrepreneurship &amp; business management</li> </ol> <p><b><u>3rd Semester N6</u></b></p> <ol style="list-style-type: none"> <li>1. Sales management</li> <li>2. Financial accounting</li> <li>3. Computer practice</li> <li>4. Entrepreneurship &amp; business management</li> </ol>	<p>This qualification enables learners to work in a private, government or business environment as, Entrepreneurship,</p> <ul style="list-style-type: none"> <li>- General Management</li> <li>- Salesperson</li> </ul> <p>The learner can start and run thier own business</p>







# CAREER PATH

Course	Qualification Info	Modules	Career path
<b>5. Marketing Management</b>  	<p>Marketing is a critical function in business and works hand in hand with sales. Marketers work in a variety of sectors and fields and are involved in branding, research, advertising, communication, PR, digital and social media. With the advent of the digital age, traditional marketing is evolving into the online space, with many marketers becoming more digitally savvy. The course provides a full understanding of the different business functions from personnel management, sales management, entrepreneurship &amp; business management, as well as market research, communications &amp; PR to adequately prepare a student for this adrenaline-seeking career</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>Grade 12</li> </ul>	<p><b>1st Semester N4</b></p> <ol style="list-style-type: none"> <li>Marketing management</li> <li>Management communication</li> <li>Computer practice</li> <li>Entrepreneurship &amp; business management</li> </ol> <p><b>2nd Semester N5</b></p> <ol style="list-style-type: none"> <li>Sales management</li> <li>Marketing management</li> <li>Computer practice</li> <li>Entrepreneurship &amp; business management</li> </ol> <p><b>3rd Semester N6</b></p> <ol style="list-style-type: none"> <li>Sales management</li> <li>Marketing management</li> <li>Marketing research</li> <li>Marketing communication</li> </ol>	<p>This qualification will enable the learner to work in a private, government or business environment as a;</p> <ul style="list-style-type: none"> <li>Sales Representative</li> <li>Marketing Assistant</li> <li>Marketing Officer</li> <li>Marketing Consultant</li> <li>Marketing Manager</li> <li>Advertising Manager</li> <li>Customer Service</li> <li>Merchandiser</li> <li>Market Researcher</li> <li>Public Relations</li> </ul>
<b>6. Public Management</b>  	<p>The Public Management course addresses the skills, knowledge and experience needed in the Public/ Government departments across South Africa. The programme integrates academic knowledge &amp; theory with practical experience obtained during the internship.</p> <p>Public managers occupy positions of leadership:</p> <ul style="list-style-type: none"> <li>At the central, provincial and local spheres of government.</li> <li>In related government agencies and parastatal institutions e.g. Transnet, Eskom</li> </ul> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>Grade 12 or NQF level 4 or equivalent qualifications</li> </ul>	<p><b>1st Semester N4</b></p> <ol style="list-style-type: none"> <li>Public administration</li> <li>Management communication</li> <li>Entrepreneurship and business management</li> <li>Computer practice</li> </ol> <p><b>2nd Semester N5</b></p> <ol style="list-style-type: none"> <li>Public administration</li> <li>Municipal Administration</li> <li>Public finance</li> <li>Computer practice</li> </ol> <p><b>3rd Semester N6</b></p> <ol style="list-style-type: none"> <li>Public administration</li> <li>Municipal Administration</li> <li>Public finance</li> <li>Public law</li> </ol>	<p>This qualification enables the learner to work in:</p> <ul style="list-style-type: none"> <li>Small Business Companies</li> <li>Government Departments</li> <li>Local Authorities</li> </ul> <p>Public managers are involved in all facets of public finance, state security, domestic security, foreign affairs, education, Human resource management and development, supply chain management &amp; public procurement.</p> <p>They also involved in matters of local governance &amp; community development. They ensure &amp; maintain communities welfare</p>





# CAREER PATH

Course	Qualification Info	Modules	Career path
<b>7. Tourism</b>    	<p><b><u>Introduction</u></b></p> <p>The Tourism N4 – N6 course involves the study of tourism as a broad and dynamic economic sector.</p> <p>It encourages learners from diverse backgrounds to understand the industry and how it functions.</p> <p>The learner will be able to own a tourism business, work at a hotel or any travel site/ industry.</p> <p><b><u>General</u></b></p> <p>A total of 18 months practical experiential training within the tourism industry is required to obtain the National Diploma.</p> <p>Students may exit after successfully completing the 1st year with an International Certificate or continue with the International Diploma in year 2 and 3.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>Grade 12 or NQF level 4 or equivalent qualifications</li> </ul>	<p><b><u>1st Semester N4</u></b></p> <ol style="list-style-type: none"> <li>Travel office procedures</li> <li>Tourism communication</li> <li>Travel services</li> <li>Tourist destination</li> </ol> <p><b><u>2nd Semester N5</u></b></p> <ol style="list-style-type: none"> <li>Travel office procedures</li> <li>Tourism communication</li> <li>Travel services</li> <li>Tourist destination</li> </ol> <p><b><u>3rd Semester N6</u></b></p> <ol style="list-style-type: none"> <li>Travel office procedures</li> <li>Hotel reception</li> <li>Travel services</li> <li>Tourist destination</li> </ol>	<p>This qualification enables the learner to work in a private, government or business environment at:</p> <ul style="list-style-type: none"> <li>Airlines (Ground staff)</li> <li>Tour Operators</li> <li>Tourist Information Centre</li> <li>Travel Agents</li> <li>tourist officer.</li> </ul> <p>The qualification will also provide the student with an opportunity of self-employment.</p>





# CAREER PATH

Course	Qualification Info	Modules	Career path
<b>8. Management Assistant</b>    	<p>This Management Assistant qualification provides opportunities to access typist, office administration, secretarial, receptionist and personal assistant careers. The person that will make a success of a career in administration or as management assistant is a person that is organised and methodical.</p> <p>This course consists of an N4 Certificate, N5 Certificate and N6 Certificate. After completing the N6 Certificate students need to submit proof of 18 months experience in industry/practical in order to qualify for the National Diploma through the Department of Higher Education and Training.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>Grade 12</li> </ul> <p>Students with competency in Office Data Processing, Compu-Typing, Typing, Information Processing or Computer Application Technology (CAT) will receive preference.</p> <p>An average percentage of 40% or higher will be to the candidate's advantage (Business Studies and English). The medium of teaching in this course is English and students must be able to speak and write English.</p>	<p><b>1st Semester N4</b></p> <ol style="list-style-type: none"> <li>Office practice</li> <li>Communication</li> <li>Information Processing</li> <li>Computer Practice</li> </ol> <p><b>2nd Semester N5</b></p> <ol style="list-style-type: none"> <li>Office practice</li> <li>Communication</li> <li>Information Processing</li> <li>Computer Practice</li> </ol> <p><b>3rd Semester N6</b></p> <ol style="list-style-type: none"> <li>Office practice</li> <li>Communication</li> <li>Information Processing</li> <li>Computer Practice</li> </ol>	<p>This qualification enables the learner to work in a private, government or business environment as, a:</p> <ul style="list-style-type: none"> <li>Administrative Assistant</li> <li>Data Capturer</li> <li>Management Assistant</li> <li>Office Administrator</li> <li>Personal Assistant</li> <li>Receptionist</li> <li>Secretary</li> <li>Typist</li> <li>General Office Clerk</li> <li>Office Supervisor</li> </ul>





# CAREER PATH

Course	Qualification Info	Modules	Career path
<b>9. Project Manager</b>    	<p>The purpose of this qualification is to prepare a learner to operate as a Project Manager. A Project Manager applies knowledge of project management to achieve project objectives in a specific field of application. A qualified learner will be able to:</p> <ul style="list-style-type: none"> <li>Initiate a project to address specific project objectives.</li> <li>Plan &amp; prepare the delivery of a project.</li> <li>Execute &amp; control the delivery of a project management plan.</li> <li>Manage the project close out process.</li> </ul> <p>Project Managers are the people in charge of a specific project or projects within a company or a government entity and any small or large scale development project requires high quality project management skills. The need for a qualification that will serve as a competency framework for development of project managers is identified by a number of key government strategic frameworks &amp; policy documents. Improved service delivery and economic growth in South Africa are dependent on the quality of project management skills available in the country.</p> <p>Project management is a cross-cutting function, needed in all social and economic sectors. This qualification presents a competency framework appropriate for South African contexts and was developed and closely benchmarked against international standards. The qualification establishes a national standard for the training of fully qualified Project Managers &amp; is closely aligned with international best practice</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>Grade 12 or NQF level 4 with Communication and mathematical literacy.</li> </ul>	<p><b>1st, 2nd &amp; 3rd Year</b></p> <p>The qualification is made up of compulsory Knowledge Modules (Theory), Practical Modules and Work Place Modules as follows:</p> <p><b>Knowledge Modules:</b></p> <ul style="list-style-type: none"> <li>Introductory studies for Project Managers</li> <li>Project Integration Management</li> <li>Project scope management</li> <li>Project Time Management</li> <li>Project Cost Management</li> <li>Project Quality Management</li> <li>Project Human Resource Management</li> <li>Project Communications Management,</li> <li>Project Risk Management</li> <li>Project Procurement Management</li> <li>Project Stakeholder Management</li> </ul> <p>Total number of credits for Knowledge Modules: 80</p> <p><b>Practical Skill Modules:</b></p> <ul style="list-style-type: none"> <li>Initiate a project</li> <li>Plan and develop a project management approach and scope statement</li> <li>Plan and develop a project time line and schedule</li> <li>Plan for and project the cost of a project</li> <li>Plan project management system</li> <li>Monitor and control the scope of a project</li> <li>Control the project delivery schedules and costs</li> <li>Control the project quality</li> <li>Manage &amp; control the human resources of a project</li> <li>Conduct and control project communication &amp; stakeholder interaction</li> <li>Manage and control project risks</li> <li>Manage and control project procurement activities</li> <li>Manage and control project close-out activities</li> </ul> <p>Total number of credits for Practical Skill Modules: 100</p> <p><b>Work Experience Modules:</b></p> <ul style="list-style-type: none"> <li>Attend to project initiation management processes</li> <li>Attend to project planning processes</li> <li>Attend to project execution and control processes</li> <li>Attend to project close out processes</li> </ul> <p>Total number of credits for Work Experience Modules: 60</p>	<p>Project Managers however can work in a variety of fields in both private and public organisations, this variety of field vary from:</p> <ul style="list-style-type: none"> <li>Information &amp; Communication Technology</li> <li>Human Resources, Advertising</li> <li>Marketing</li> <li>Construction &amp; more</li> </ul> <p>The learner can become a:</p> <ul style="list-style-type: none"> <li>Project Manager</li> <li>Project coordinator</li> <li>Project administrator</li> </ul>




# CAREER PATH

Course	Qualification Info	Modules	Career path
<b>10. Transport and Logistics</b>    	<p>Transport and Logistics are two interrelated fields which offer good career opportunities for graduates. A growing Transport and Logistics sector ensures the sound functioning of the economy and plays a very significant role in the supply chain for many other sectors of the economy.</p> <p>Logistics describes the management of activities associated with the planning and movement of materials, parts and finished goods across companies, together with the information flow that accompanies it.</p> <p>This course is a combination of theory and practical components. It develops the Certificate holder over a 3 year period to develop their various cognitive abilities in order to not only operate in the vocational field but also to be responsive to a dynamic, ever-changing economy</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>To enter Level 2 – Grade 9 or better</li> <li>To enter Level 3 – Level 2 qualification</li> <li>To enter Level 4 – Level 3 qualification</li> </ul>	<p><b><u>1st Year Level 2</u></b></p> <ul style="list-style-type: none"> <li>English first additional language</li> <li>Mathematics</li> <li>Life skills and computer literacy</li> <li>Entrepreneurship</li> <li>Transport economy</li> <li>Transport operations</li> <li>Freight logistics</li> </ul> <p><b><u>2nd Year Level 3</u></b></p> <ul style="list-style-type: none"> <li>English first additional language</li> <li>Mathematics</li> <li>Life skills and computer literacy</li> <li>Entrepreneurship</li> <li>Transport economy</li> <li>Transport operations</li> <li>Freight logistics</li> </ul> <p><b><u>3rd Year Level 4</u></b></p> <ul style="list-style-type: none"> <li>English first additional language</li> <li>Mathematics</li> <li>Life skills and computer literacy</li> <li>Entrepreneurship</li> <li>Transport economy</li> <li>Transport operations</li> <li>Freight logistics</li> </ul>	<p>Many sectors in our economy make use of some mode of transportation to deliver goods &amp; services to their customers. Industries such as agriculture, forestry and fishing; mining; manufacturing; construction; wholesale and retail; transport, storage &amp; communications; as well as government are examples.</p> <p>This qualification provides opportunities to access any of the following careers listed:</p> <ul style="list-style-type: none"> <li>Freight Forwarder</li> <li>Logistics and Distribution Manager Assistant</li> <li>Passenger Transport Manager Assistant</li> <li>Transport Planner</li> <li>International Trade Agent</li> <li>Air Freight Administrator</li> <li>Shipping Officer</li> <li>Supply Chain Specialist</li> <li>Transport Engineer</li> <li>Logistics Specialist</li> <li>Warehouse Specialist</li> <li>Dispatch Supervisor</li> <li>Marketing &amp; Sales positions in warehousing logistics &amp; freight transport</li> <li>Transport analyst</li> <li>Logistics Engineer</li> <li>Consultant</li> <li>Customer Service</li> <li>Purchasing Manager</li> </ul>



# CAREER PATH

Course	Qualification Info	Modules	Career path
<b>11. Public Relations</b>    	<p><b>Target Audience</b></p> <p>The course offers foundational public relations &amp; communication skills necessary for those wanting to undertake a career in business, communication &amp; corporate/commercial affairs. The course is ideal for embarking on professional advancement if prior experience is not in public relations or its associated communication fields. Persons interested in career opportunities within the internal communication, advertising, consultancy, publicity, publishing, media, corporate identity, brand promotions &amp; events industries should attend.</p> <p><b>Outcomes</b></p> <ul style="list-style-type: none"> <li>• Understanding of brand identification &amp; corporate image</li> <li>• Preparing a PR Programme &amp; Plans to communicate or achieve specific objectives</li> <li>• Understanding the nature of Public Relations &amp; the Public Relations Profession</li> <li>• Historical perspectives</li> <li>• Ethics, personal &amp; organisational responsibility &amp; accountability</li> <li>• Objectivity &amp; the importance of research in Public Relations</li> <li>• Apply model &amp; theoretical underpinnings of the public relations discipline</li> <li>• Understanding of stakeholder engagement and the importance of segmentation</li> <li>• Apply basic Public Relations activities &amp; techniques</li> <li>• Understanding the importance of internal &amp; external communication tools</li> </ul> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Grade 12</li> </ul>	<p><b>1st Semester N4</b></p> <ul style="list-style-type: none"> <li>- Public administration</li> <li>- Management communication</li> <li>- Entrepreneurship and business management</li> <li>- Computer practice</li> </ul> <p><b>2nd Semester N5</b></p> <ul style="list-style-type: none"> <li>- Municipal administration</li> <li>- Public finance</li> <li>- Public Relations</li> <li>- Computer practice</li> </ul> <p><b>3rd Semester N6</b></p> <ul style="list-style-type: none"> <li>- Municipal administration</li> <li>- Public finance</li> <li>- Public Relations</li> <li>- Computer practice</li> </ul>	<p>The learner will be able to do administration related responsibilities in local, provincial &amp; national government institutions.</p> <p>This qualification will enable the learner to work in a government or business environment as:</p> <ul style="list-style-type: none"> <li>- Administrative Officer</li> <li>- General Office Clerk etc.</li> </ul>









# CAREER PATH

Course	Qualification Info	Modules	Career path
<b>12. Computer Experts</b>    	<p>Microsoft Office is one of the most used software worldwide &amp; has many product. Microsoft Office is a powerful tool to help employees in every industry work, edit, organize &amp; create. Whether responding to emails, creating documents, organizing spreadsheets, or editing presentations, employers in every industry rely on Microsoft Office to run their businesses. To ensure employees can be productive, hiring managers need candidates that are proficient with Microsoft Office</p> <p>This qualification is for a learners that's interested in a beginner, intermediate &amp; advanced courses for essential applications like:</p> <ul style="list-style-type: none"> <li>- Excel, Outlook, PowerPoint, Word, Project, Access, Visio &amp; Publisher</li> </ul> <p><b>The Learner will have the ability to:</b></p> <ul style="list-style-type: none"> <li>- Learn how to create documents, tables, formatting text &amp; so more in Microsoft Word</li> <li>- Perform Calculation using formulas, create invoices and so much more in <u>Microsoft Excel</u> worksheets.</li> <li>- Design a database, create tables and forms using <u>Microsoft Access</u>.</li> <li>- Modify Graphical Objects, learn about animation and create your own presentations in Microsoft Powerpoint.</li> <li>- Learn how to create process diagrams using Microsoft Visio</li> </ul> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>• Any grade</li> </ul>	<p><b>1st &amp; 2nd Semester</b> <b>MICROSOFT OFFICE EXCEL</b></p> <ul style="list-style-type: none"> <li>• Microsoft Office Excel Essentials and Advanced</li> <li>• Microsoft Office Excel Intermediate &amp; MOS Bundle</li> <li>• Analyzing Data with Excel</li> <li>• Microsoft Office Excel PowerPivot</li> <li>• Microsoft Computer Essentials Bundle</li> <li>• Microsoft Office Power Bundle</li> <li>• Office 365 for the End-User</li> </ul> <p><b>MICROSOFT OFFICE WORD</b></p> <ul style="list-style-type: none"> <li>• Microsoft Office Word Essentials and Advanced</li> <li>• Microsoft Office Word Intermediate &amp; MOS Bundle</li> <li>• Microsoft Computer Essentials Bundle</li> <li>• Microsoft Office Power Bundle</li> <li>• Office 365 for the End-User</li> </ul> <p><b>MICROSOFT OFFICE OUTLOOK</b></p> <ul style="list-style-type: none"> <li>• Microsoft Office Outlook Essentials and Advance</li> <li>• Microsoft Office Outlook MOS Bundle</li> <li>• Microsoft Computer Essentials Bundle</li> <li>• Office 365 for the End-User</li> </ul> <p><b>MICROSOFT OFFICE PROJECTS</b></p> <ul style="list-style-type: none"> <li>• Microsoft Project (All Levels)</li> </ul> <p><b>MICROSOFT OFFICE POWERPOINT</b></p> <ul style="list-style-type: none"> <li>• Microsoft Office PowerPoint Essentials and Advance</li> <li>• Microsoft Office PowerPoint MOS Bundle</li> <li>• Delivering Effective Business Presentation Skills</li> <li>• Microsoft Computer Essentials Bundle</li> <li>• Office 365 for the End-User</li> </ul> <p><b>MICROSOFT OFFICE ACCESS</b></p> <ul style="list-style-type: none"> <li>• Microsoft Office Access Essentials and Advanced</li> </ul> <p><b>MICROSOFT OFFICE PUBLISHER</b></p> <ul style="list-style-type: none"> <li>• Microsoft Office Publisher</li> <li>• Microsoft Computer Essentials Bundle</li> </ul> <p><b>MICROSOFT OFFICE VISIO</b></p> <ul style="list-style-type: none"> <li>• Microsoft Office Visio Essentials and Advanced</li> <li>• Microsoft Computer Essentials Bundle</li> </ul>	<p>This qualification enables the learner to work as an:</p> <ol style="list-style-type: none"> <li>1. Administrative assistant Is the backbone of any organization. Thier skills should include: <ul style="list-style-type: none"> <li>- Communication</li> <li>- Software &amp; technology specific skills</li> </ul> </li> <li>2. Data entry, a term that covers several job roles, including typists, electronic data processors, transcribers, clerks &amp; just about any other occupation that involves electronically entering and updating information. Its tasks could include updating customer accounts, keeping spreadsheets, &amp; editing documents. Other skills needed for data entry include: <ul style="list-style-type: none"> <li>- Fast typing speed</li> <li>- Software knowledge</li> <li>- Communication</li> <li>- Research</li> <li>- Data collection</li> </ul> </li> <li>3. Sales &amp; marketing; its roles require heavy use of a computer, so they require basic Microsoft Windows skills as well as experience in word processing &amp; spreadsheet software like Excel or Google Sheets.</li> <li>4. Content writers Content &amp; copy writers spend most of their time on a computer either researching, writing, or uploading content. Because writers produce large volumes of content, they need basic Microsoft Windows skills to search for and organize their files and folders, which requires typing skills.</li> <li>5. Customer care/customer service representatives Customer care roles involve communicating with customers in a variety of ways, including email, instant messaging, and telephone.</li> </ol>





# CAREER PATH

Course	Qualification Info	Modules	Career path
<b>13. Welding (Coded welding)</b>    	<p>The need for this skills programme is to develop coded welders so that South Africa has a pool of these skills to avoid importing them from overseas. The programme is expected to also develop unemployed youth in the country so that they can access opportunities such as shutdown maintenance of plants or become coded welding entrepreneurs &amp; contribute to improvement of livelihoods &amp; economic development.</p> <p>Intended to expose welders to on-going welding practices in between formal or entrepreneurship opportunities. In addition to further the shaping of a structured integrated coded welding programme to be used nationally.</p> <ul style="list-style-type: none"> <li>The learner will be able to apply generic health and safety principles to produce weld specimens or components using hand and power tools. Produce fillet, pipe and plate welds using SMAW/MMA, GMAW/MIG/MAG and GTAW/TIG welding process processes.</li> </ul> <p>The purpose of this skills programme is to prepare a learner to operate as a Coded Welder who is able to demonstrate his/her ability to meet pre-defined criteria by producing welded test coupon/s in accordance with the parameters specified in a qualified welding procedure specification (WPS).</p> <p>The learner will be able to produce welds of high quality within a short space of time and the produced welds must meet the required visual, non-destructive and if applicable the destructive evaluation acceptance criteria as defined by the relevant welding code.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>1 year experience</li> </ul>	<p><b>1st &amp; 2nd Semester</b></p> <p><b>Knowledge component:</b></p> <p><b>Topic 1</b> Introduction to the Welding Trade</p> <p><b>Topic 2</b> General health, safety and environmental protection concepts</p> <p><b>Topic 3</b> Welding codes, standards and parameters</p> <p><b>Topic 4</b> SMAW/MMA Process</p> <p><b>Topic 5</b> GMAW/MIG/MAG Process</p> <p><b>Topic 6</b> Safety use, care and store engineering hand tools</p> <p><b>Topic 7</b> Safety use, care and store engineering power tools.</p> <p><b>Topic 8</b> Safety use, care and store engineering measuring equipment.</p>	<p>Upon completion of the Coded Welder qualification, the learner shall access a Non-destructive X Ray Testing (X Radiographic Testing) that will enable the learner to be employed as the following tradesmen:</p> <ul style="list-style-type: none"> <li>- Welder Double Coded / "A" Class Welder</li> <li>- Welder Single Coded / "A" Class Welder</li> <li>- Welder Structural / "B" Class Welder</li> </ul> <p>Currently petro-chemical environment requires the services of coded welders for among others their seasonal shutdown activities. This qualification also provide learners with an opportunity to access careers in a variety of sectors as Professional welder</p>



## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>14. Professional Plumbing (Plumbing)</b>    	<p>Plumbing offers great opportunities. It features on the 2023 National List of Occupations in High Demand and is part of the government's target to have 30,000 trained artisans in place annually to fulfil strategic infrastructure projects.</p> <p>The purpose of this skills programme is to prepare a learner to operate as a Plumber</p> <p>A Plumber (Plumber Hand) installs, repairs and maintains, water pipes, drainage pipes systems, sanitary fixtures, sewage ,hot and cold water, (water closet, wash hand basin, bidet, bath, shower and sink).</p> <p>The learners will also be able to install, repair, and maintain valves, fittings and fixtures in commercial and residential structures.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>Any grade</li> </ul>	<p><b><u>1st and 2nd Semester</u></b></p> <p><b><u>Knowledge component</u></b></p> <ul style="list-style-type: none"> <li>- Health, Safety, Quality &amp; Legislation, NQF Level 3, Cr 2</li> <li>- Environment, Energy Efficiency and Ethics NQF Level 4, Cr 2</li> <li>- Tools, Equipment, Components &amp; Site Practice, NQF Level 3, Cr 3</li> <li>- Drawings and Applied Sciences, NQF Level 3, Cr 3</li> <li>- Theory of Knowledge component Water and Drainage systems NQF level 3, Cr 3</li> <li>- Above &amp; Below Ground Drainage, NQF Level 3, Cr3</li> <li>- Sanitary fixtures, NQF Level 4, Cr 3</li> <li>- Hot &amp; cold-water systems NQF Level 3, Cr 3</li> <li>- Installation &amp; Maintenance Theory for Plumbing Systems, NQF Level 4, Cr 3</li> </ul> <p><b><u>Application component:</u></b></p> <ul style="list-style-type: none"> <li>- Install and Maintain Above Ground Soil Waste and Vent Pipe Systems, Terminal Fittings and Sanitary Fixtures</li> <li>- Install and Maintain Below-Ground Drainage Systems</li> <li>- Install, Maintain and Repair Cold-water and Hot Water Systems</li> </ul>	<p>The qualification will provide the student with an opportunity to access careers in a variety of sectors as a Professional plumber etc.</p>



# CAREER PATH





## EDUCATION FACULTY

Course	Qualification Info	Modules	Career path
<b>1. Early Childhood Development (ECD) Teaching primary</b>   	<p>The purpose of this Qualification is to prepare a learner to operate as an Early Childhood Development Practitioner.</p> <p>An ECD Practitioner plans and prepares early childhood activities, facilitates &amp; mediates learning, observes and assesses the progress of children, and reflects on learning in an inclusive, play-based environment to support holistic development of children (from conception - school going) in different centre-based or non-centre-based settings.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>Grade 11 or NQF level 3 or equivalent qualifications</li> </ul>	<p><b>1st, 2nd &amp; 3rd Year</b></p> <p><b>Knowledge component</b></p> <ul style="list-style-type: none"> <li>Introduction to the early childhood development sector</li> <li>Theories and Perspectives of Child Development</li> <li>Planning and Programme Development in early childhood settings</li> <li>Facilitation and mediation of active learning</li> <li>Promotion of health, safety and well-being of children</li> <li>Administration for early childhood development services &amp; programmes</li> <li>Observation and assessment in early childhood development</li> </ul> <p><b>Practical Skill Module</b></p> <ul style="list-style-type: none"> <li>Plan and prepare inclusive activities to support the holistic development and well-being of children</li> <li>Facilitate and mediate appropriate holistic learning of every child</li> <li>Observe, assess and record each child's progress according to the age &amp; stage</li> <li>Support &amp; promote health, the nutrition, safety, protection &amp; well-being children</li> <li>Build &amp; maintain collaborative relationships with parents and other service providers</li> <li>Prepare &amp; maintain administrative systems</li> </ul> <p><b>Work Experience Modules</b></p> <ul style="list-style-type: none"> <li>Develop reports of children's development &amp; learning</li> </ul>	<p>ECD courses provide in-depth knowledge and skills in child development, education, and pedagogy, enabling you to better understand and support children during their critical early years</p> <p>ECD (Early Childhood Development) courses enhance a learners qualifications, making a learner more attractive candidate for jobs in:</p> <ul style="list-style-type: none"> <li>preschools</li> <li>daycare centres</li> <li>primary schools and</li> <li>educational institutions</li> <li>It opens up a wide array of career opportunities in <u>early childhood education</u></li> </ul>









## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>2. Educare (Teaching foundation phase)</b>  	<p>The Educare foundation phase teaching courses prepares a learner to work in childcare facilities, such as crèches and ECD (Early Childhood Development) centres.</p> <p>Once you've completed your N6 Certificate, you can go on to earn your N6 Diploma by completing 18 months of relevant practical experience.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>Grade 12</li> </ul> <p>An Assessment Practitioner plans for, conducts and administers assessment of learner competence in an occupational context.</p> <p>Assessment Specialists work in a variety of fields, such as education, healthcare, and business, to determine the effectiveness of training and development programs, identify areas for improvement, and make data-driven decisions.</p> <p>They also play a crucial role in ensuring the validity and reliability of assessments</p>  	<p><b>1st Semester N4</b></p> <ol style="list-style-type: none"> <li>Daycare personnel development</li> <li>Education</li> <li>Educare didactics: theory &amp; practical</li> <li>Child health</li> </ol> <p><b>2nd Semester N5</b></p> <ol style="list-style-type: none"> <li>Daycare personnel development</li> <li>Educational psychology</li> <li>Educare didactics: theory &amp; practical</li> <li>Entrepreneurship &amp; business management</li> </ol> <p><b>3rd Semester N6</b></p> <ol style="list-style-type: none"> <li>Daycare management</li> <li>Educational psychology</li> <li>Educare didactics: theory &amp; practical</li> <li>Day care communication</li> </ol> <p><b>1st &amp; 2nd Semester</b></p> <p><b>Knowledge Module:</b></p> <ul style="list-style-type: none"> <li>Assessment Principles &amp; Practices</li> <li>Assessment Methods, Practices &amp; Concepts</li> <li>Assessment Practices</li> <li>Assessment Concepts Within the QCTO Model</li> <li>Principles of Good Assessment</li> <li>Assessment Theories</li> <li>Types of Assessments</li> <li>Assessment Objectives &amp; Practices</li> <li>Domains of Competence</li> <li>Evidence Collection &amp; Recording Concepts &amp; Principle</li> <li>Sources of Evidence</li> <li>Evidence Collection Instrument</li> <li>Evidence Collection Tools</li> <li>Principles of Evidence Collection &amp; Submission</li> <li>Evidence Evaluation Concepts &amp; Principles</li> <li>Rules of Evidence</li> <li>EAssessment Results &amp; Judgements</li> <li>Assessment Feedback Practices &amp; Records Management</li> </ul>	<p>This qualification enable the learner to work as any Private and public primary schools or Crech.</p> <p>Once a learner has an Educare Teaching Diploma, the learner can choose to further their studies at university, or they can apply for jobs such as:</p> <ul style="list-style-type: none"> <li>Primary school teacher</li> <li>Play-school Teacher</li> <li>Day Care Centre Administrator</li> <li>Day Care Centre Manager</li> <li>Assistant Grade R Teacher</li> </ul> <p>A leaner can also start up their own ECD (Early Childhood Development) centre.</p> <p>A learner who successfully completes this skills programme may be employed or self-employed as an Assessment Practitioner in the Private and Public sector.</p> <p>Opportunities for work can be found at Education, Training and Development Organisations, Institutions or Schools/Colleges focussed on learning.</p>








## CAREER PATH

Course	Qualification Info	Modules	Career path
   	<p>The focus of the learning in the practicals skill module is on providing the learner an opportunity to gain competencies related to the use of assessment documents to plan and conduct assessment of candidates against specific occupational competencies for national certification requirements. The learner will be required to:</p> <ul style="list-style-type: none"> <li>- Prepare for assessment</li> <li>- Conduct the assessment</li> <li>- Report and record assessments</li> <li>- Review assessments</li> <li>-</li> </ul> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Basic English Communication Skills on NQF Level 4</li> </ul>	<ul style="list-style-type: none"> <li>- Standards of Assessing Evidence</li> <li>- Gap-analysis, Remedial Actions, Guidance &amp; Support</li> <li>- Assessment Administration &amp; Regulatory Practices</li> <li>- Standard Assessment Documentation Management</li> <li>- Rules of Certification</li> <li>- Record Management Practices</li> </ul> <p><b>Practical Skill Module:</b></p> <ul style="list-style-type: none"> <li>- Plan &amp; Conduct Assessment</li> <li>- Prepare for Assessment</li> <li>- Assessment Parameters &amp; Learner Readiness</li> <li>- Potential Barriers for Fair Assessment</li> <li>- Assessment Environment &amp; Resources</li> <li>- Conduct the Assessment</li> <li>- Candidate Engagement</li> <li>- Collection &amp; Recording of Evidence</li> <li>- Assessing Evidence</li> <li>- Assessment Decisions &amp; Remedial Actions</li> <li>- Inclusive Education</li> <li>- Report &amp; Record Assessments</li> <li>- The Feedback Report</li> <li>- Feedback Conversation</li> <li>- Candidate Inputs</li> <li>- Review Assessments</li> <li>- Assessment Process Methods, Instruments &amp; Tools</li> <li>- Evidence Appraisal</li> <li>- Assessment Effectiveness</li> </ul> <p><b>Work Experience Module:</b></p> <ul style="list-style-type: none"> <li>- Conduct Assessments of Learner Competence</li> <li>- Plan &amp; Conduct Assessment of 3 Candidates</li> <li>- Plan for &amp; Prepare Candidates</li> <li>- Conduct the Assessment</li> <li>- Record the Evidence</li> <li>- Evaluate the Evidence</li> <li>- Formulate Assessment Decision</li> <li>- Provide Feedback</li> <li>- Conduct a Quality Review</li> </ul>	<p>This qualification enable the learner to work as any Private and public primary schools or Crech.</p> <p>Once a learner has an Educare Teaching Diploma, the learner can choose to further their studies at university, or they can apply for jobs such as:</p> <ul style="list-style-type: none"> <li>• Primary school teacher</li> <li>• Play-school Teacher</li> <li>• Day Care Centre Administrator</li> <li>• Day Care Centre Manager</li> <li>• Assistant Grade R Teacher</li> </ul> <p>A leaner can also start up their own ECD (Early Childhood Development) centre.</p> <p>A learner who successfully completes this skills programme may be employed or self-employed as an Assessment Practitioner in the Private and Public sector.</p> <p>Opportunities for work can be found at Education, Training and Development Organisations, Institutions or Schools/Colleges focussed on learning.</p>







# CAREER PATH

## COMMERCE FACULTY

Course	Qualification Info	Modules	Career path
<b>1. Financial Management</b>   	<p>This qualification is designed to encourage access to the accounting profession. It is offered to those candidates who would like to enter the world of finance as their career.</p> <p>This course will enable you to continue studying in a business-related or finance-related field of study.</p> <p>This can be done by studying towards a specific business qualification at an institution of Higher Education, such as a University or University of Technology, based on your academic achievements meeting their specific admission requirements</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Grade 12 or</li> <li>• NQF level 4 or an equivalent qualification</li> </ul> <p>Candidates who passed Introductory Financial Accounting N4, Accounting Grade 12 or Financial Management L4 will receive preference</p>	<p><b>1st Semester N4</b></p> <ul style="list-style-type: none"> <li>- Financial accounting</li> <li>- Management communication</li> <li>- Entrepreneurship and business management</li> <li>- Computerized financial</li> </ul> <p><b>2nd Semester N5</b></p> <ul style="list-style-type: none"> <li>- Cost &amp; management accounting</li> <li>- Financial accounting</li> <li>- Entrepreneurship and business management</li> <li>- Computerized financial</li> </ul> <p><b>3rd Semester N6</b></p> <ul style="list-style-type: none"> <li>- Cost &amp; management accounting</li> <li>- Financial accounting</li> <li>- Entrepreneurship and business management</li> <li>- Computerized financial</li> </ul>	<p>This qualification will enable the learner to work in a private, government or business environment as a:</p> <ul style="list-style-type: none"> <li>• Accountant for a small firm</li> <li>• Accounting Technician/ Clerk</li> <li>• Bookkeeper</li> <li>• Debtors Clerk</li> <li>• Creditors Clerk</li> <li>• Payroll Administrator</li> <li>• Assistant to a Cost Accountant</li> <li>• Internal Auditor Clerk</li> <li>• Asset Controller</li> </ul>



## CAREER PATH





Course	Qualification Info	Modules	Career path
<b>2. Tax Professional</b>    	<p>Tax professionals are highly sought-after in South Africa as they are able to provide tax advice, business structuring, and analyse tax risks. In addition, tax professionals are able to assist taxpayers in complex controversy management and provide a full scope of tax legal analysis, opinions, and risk management.</p> <p>Combining theory and practice, this sought-after professional occupational qualification will provide you with the advanced skillset to work as a tax professional. During the programme, you will develop knowledge and practical application related to corporate, personal, VAT and payroll taxation as it applies in a South African context. This includes providing tax advice, analysing tax risk, and developing the practical skill required for complex controversy management.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <p>Applicants must have:</p> <ul style="list-style-type: none"> <li>- A minimum NQF level 7 qualification in taxation, accounting, or law.</li> <li>- This includes the following qualifications: <ul style="list-style-type: none"> <li>• BCom or LLB with a minimum of two tax modules and one accounting module.</li> <li>• SAICA, ACCA and CIMA professional qualification.</li> <li>• Occupational Certificate: Tax Technician (NQF 6).</li> </ul> </li> </ul> <p>If you have more than three years of tax specific work experience, you may qualify for recognition of prior learning.</p>	<p><b><u>1st, 2nd &amp; 3rd Year knowledge modules:</u></b></p> <ul style="list-style-type: none"> <li>• General tax fundamentals.</li> <li>• Tax administration, practice management and ethics.</li> <li>• Personal income tax.</li> <li>• Taxation of employees</li> <li>• Wealth succession planning (donations tax, estate duty &amp; trusts</li> <li>• Fundamental accounting for tax practice.</li> <li>• Value-added tax and other indirect tax.</li> <li>• Advanced tax fundamentals.</li> <li>• Corporate shareholder transactional tax.</li> <li>• International tax fundamentals.</li> </ul> <p><b><u>Practical skills modules:</u></b></p> <p>Advisory, controversy management and compliance related to:</p> <ul style="list-style-type: none"> <li>• Corporate and shareholder taxation.</li> <li>• Value-added taxation (VAT).</li> <li>• Personal income tax.</li> <li>• Employment payroll tax.</li> </ul>	<p>The qualified tax professional holding an NQF 8 level qualification is regarded as a critical skill in South Africa. The following job and designation titles are associated with this qualification:</p> <ul style="list-style-type: none"> <li>- Chartered tax advisor</li> <li>- Tax professional</li> <li>- Tax consultant</li> <li>- Head of tax</li> <li>- Tax director</li> <li>- Tax executive</li> <li>- Tax manager</li> <li>- SARS registered tax practitioner</li> </ul> <p><b><u>Outcomes</u></b></p> <p>After a successful completion of this programme, a learner will be able to perform the following tax advisory functions at an advanced level:</p> <ul style="list-style-type: none"> <li>- Manage corporate, personal, VAT and payroll taxation compliance of significant complexity.</li> <li>- Advise on corporate, personal, VAT and payroll tax risks, processes, and transactions.</li> <li>- Manage corporate, personal, VAT and payroll tax controversy.</li> </ul>





# CAREER PATH




## HEALTH FACULTY

Course	Qualification Info	Modules	Career path
<b>1. Health Promotion Officer</b>    	<p>The roles of Community Health Workers (CHW) (as part of the PHC outreach teams) will include:</p> <ul style="list-style-type: none"> <li>Conducting community, household and individual health assessments and identifying health needs and risks (actual and potential) and facilitating the family or an individual to seek the appropriate</li> <li>Promoting the health of the households and the individuals within these households.</li> <li>Referring persons for further assessment and testing after performing simple basic screening.</li> <li>Providing psychosocial support and managing interventions such as treatment defaulter tracing and adherence support.</li> </ul> <p><b>ADMISSION REQUIREMENTS</b></p> <p>Applicants must have:</p> <ul style="list-style-type: none"> <li>Grade 12 or a minimum NQF Level 4 or equivalent competences in Mathematical Literacy and Communications</li> </ul>	<p><b>1st, 2nd &amp; 3rd Year</b></p> <p><b>Knowledge Modules:</b></p> <ul style="list-style-type: none"> <li>Public and Community health support, NQF - 3, 22 Credits.</li> <li>Family and Community Services, NQF 3, 10 Credit</li> <li>Basics of Community Health, NQF 3, 8 Credits.</li> </ul> <p><b>Practical Skills Modules:</b></p> <ul style="list-style-type: none"> <li>Mobilise communities &amp; address health issues, NQF Level 3, 4 Credit</li> <li>Identify service needs &amp; ease of access to health social services, NQF3, 4 Credits.</li> <li>Promote healthy lifestyle &amp; mental wellbeing, NQF3, 6 Cr</li> <li>Promote HIV prevention, HIV testing, condom use, partner reduction, circumcision-STI treatment NQF 3, 4 Credits.</li> <li>Provide information on prevention of accidents, NQF Level 2, 4 Credits.</li> <li>Record- report on information provided to individuals, households and communities, NQF Level 3, 4 Credits.</li> <li>Promote and provide support for maternal/ women's health, NQF Level 2, 14 Credits.</li> <li>Promote child health, NQF Level 4, 4 Credits.</li> <li>Support community members &amp; psychosocial problems, NQF4, 3 Credits</li> <li>Provide an integrated approach to support treatment adherence, NQF 3, 4 Credits.</li> <li>Identify and treat a select number of minor ailments, NQF Level 2, 8 Credits.</li> <li>Provide support to people who are unable to care for themselves, NQF 2, 4 C</li> </ul> <p><b>Work Experience Modules:</b></p> <ul style="list-style-type: none"> <li>Operation and dynamics of communities</li> <li>Household registration and assessment processes.</li> <li>Health promotion processes, NQF 3, 6 Credit</li> <li>Formal health provision processes, NQF2, 12 Credit</li> <li>Emotional and social wellness support processes, NQF3, 6 Credit</li> <li>Household treatment processes of minor ailments, NQF3, 16 Credits</li> </ul>	<p>This qualification will enable the learner to:</p> <ul style="list-style-type: none"> <li>Conducting community, household individual health assessments &amp; identifying health needs &amp; risks and facilitating the family or individual to seek the appropriate health service.</li> <li>Promoting the health of the households and the individuals within these households.</li> <li>Referring persons for further assessment and testing after performing simple basic screening.</li> <li>Providing limited, simple health interventions in a household (e.g. first aid, oral rehydration &amp; more interventions they trained to offer</li> <li>Providing psychosocial support &amp; managing interventions such as treatment defaulter tracing &amp; adherence support</li> </ul> <p><b>OUTCOMES</b></p> <ol style="list-style-type: none"> <li>Conduct assessment of the social, physical and economic dynamics in communities.</li> <li>Conduct household assessments and identify those at risk of health related issues. (Including impairments in health status).</li> <li>Provide information, education and support for healthy behaviours and appropriate home care.</li> <li>Provide psychosocial support.</li> <li>Identify and manage minor health problem</li> </ol>







## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>2. Social worker (Auxiliary Community Development Facilitator)</b>   	<p>The purpose of this qualification is for a learner to operate as an Auxiliary Community Development Facilitator (Social Worker)</p> <p>A learner will be able to:</p> <ul style="list-style-type: none"> <li>- Apply community development skills as a change agent, building social cohesion networks and partnerships</li> <li>- Developing, monitoring &amp; facilitating interventions to better life in the community by instilling trust, decency, honesty and tolerance.</li> <li>- Restoring purpose, truth, spiritual values and new personal strength.</li> </ul> <p>There is ongoing evidence of community frustrations relating to poor service delivery and broad serious social issues that require intervention. There is a desperate need for effective community development practitioners who can leverage and coordinate the goodwill of community, stakeholders and volunteers from all sectors. As stated:</p> <p>"There is currently a shortage of the key and scarce skills required to do this important work. The work is being done by volunteers and public servants who have mainly learnt through trial and error or who have high academic qualifications but lack the hands on practice." This skills programme is built as a short programme to rapidly deliver some of the most urgent of these key and scarce skills to those working in Community Development. This will provide opportunities for them to progress to supervisory &amp; midmanagement levels in Social Development, within government, non-government &amp; private sector organizations doing community development work.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <p>Applicants must have:</p> <ul style="list-style-type: none"> <li>- Grade 12 or NQF level 4</li> </ul>	<p><b><u>1st &amp; 2nd Semester</u></b></p> <p><b><u>Knowledge component</u></b></p> <ol style="list-style-type: none"> <li>1. Community Based Education &amp; Study</li> <li>2. Skills Communication &amp; Relationships with Others</li> <li>3. Integrity, Honesty &amp; Ethics</li> <li>4. Stress, Anxiety &amp; Depression</li> <li>5. Family &amp; Children</li> <li>6. Assistance for Illnesses, Injuries &amp; Alcohol &amp; Substance Abuse</li> <li>7. Administration, Organization and Management Essentials</li> </ol>	<p>This qualification enables the learner to work in a private, government or business environment.</p> <p>Qualified candidates will have scarce and critical skills needed in:</p> <ul style="list-style-type: none"> <li>- Social Development</li> <li>- Community Development</li> <li>- Cooperative Governance</li> <li>- Community Works programmes, in non-government organizations, religious organizations, faith-based organizations and in private sector institutions doing community development work.</li> </ul> <p><b><u>OUTCOMES</u></b></p> <ul style="list-style-type: none"> <li>- Apply community development skills as a change agent, building social cohesion networks and partnerships</li> <li>- Develop, monitor and facilitate interventions to better life in their community by instilling into it trust, decency, honesty and tolerance.</li> <li>- Restore purpose, truth, spiritual values and new personal strength.</li> </ul>



## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>3. Primary Health (Primary Health auxiliary Nurse)</b>    	<p>The qualification focuses on courses in primary health care &amp; is offered on Level 2, 3 &amp; 4. It provides opportunities to learners who have an interest in the health field. Its designed to provide excellent theoretical learning &amp; practical experience in a simulated &amp; real environment.</p> <p>Primary Health Care is essential health care based on practical, scientifically sound &amp; socially acceptable methods &amp; technology, made universally accessible to individuals and families in the community through their full participation and at a cost that the community and the country can afford to maintain at every stage of their development in the spirit of self-reliance and self-determination."</p> <p>Primary Health Care (PHC) is therefore understood as an approach to health care that promotes the attainment by all people of a level of health that will permit them to live socially &amp; economically productive lives. PHC is health care that is essential, scientifically sound (evidence-based), ethical, accessible, equitable, affordable, and accountable to the community.</p> <p>learners will have the ability to:</p> <ul style="list-style-type: none"> <li>- Carry out basic assessments of communities, households groups and individuals</li> <li>- Provide basic health education &amp; referrals for wide range of services.</li> <li>- Support and assist in navigating the health &amp; social services system</li> </ul> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Level 2 – Grade 9 or Level 1</li> <li>• Level 3 – Level 2 qualification</li> <li>• Level 4 – Level 3 qualification</li> </ul>	<p><b>1st Year Level 2</b></p> <ul style="list-style-type: none"> <li>- English first additional language</li> <li>- Mathematical literacy</li> <li>- Life skills and computer literacy</li> <li>- Human body and mind</li> <li>- South African health care system</li> <li>- Public health</li> <li>- Community oriented</li> </ul> <p><b>2nd Year Level 3</b></p> <ul style="list-style-type: none"> <li>- English first additional language</li> <li>- Mathematical literacy</li> <li>- Life skills and computer literacy</li> <li>- Human body and mind</li> <li>- South African health care system</li> <li>- Public health</li> <li>- Community oriented</li> </ul> <p><b>3rd Year Level 4</b></p> <ul style="list-style-type: none"> <li>- English first additional language</li> <li>- Mathematical literacy</li> <li>- Life skills and computer literacy</li> <li>- Human body and mind</li> <li>- South African health care system</li> <li>- Public health</li> <li>- Community oriented</li> </ul>	<p>This qualification will provide the learners with an opportunity to access careers in a variety of sectors as:</p> <ul style="list-style-type: none"> <li>• Phlebotomy</li> <li>• Community based disability practices</li> <li>• Health promotion</li> <li>• counselling assistants</li> <li>• Healthcare assistant</li> <li>• Community pharmacist</li> <li>• Family physicians</li> <li>• Midwives assistant</li> </ul> <p>Also this qualification provides a generic and academic educational platform for entry into further tertiary education.</p>



## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>4. Occupational Screening Spirometry Nurse (Auxiliary Health Care)</b>    	<p>Spirometry testing helps organizations monitor the lung health and function of their workforces. Organizations can use this test to evaluate their baseline lung health as employees enter the workforce, creating a reference point for future testing. Spirometry is the most common type of pulmonary function or breathing test, which measures how much air one can breathe in &amp; out of their lungs &amp; how easily &amp; fast one can blow the air out. A doctor may order spirometry if one has wheezing, shortness of breath, or a cough.</p> <p><b>Core components of the Spirometry Training Course:</b></p> <ul style="list-style-type: none"> <li>• Lung Anatomy &amp; Physiology</li> <li>• Introduction to the ATS/ERS 2005 Spirometry standards</li> <li>• Equipment, Calibration, Infection control</li> <li>• Lung volumes &amp; sub-division</li> <li>• Flow volume loop</li> <li>• Patient preparation</li> <li>• Test procedure</li> <li>• Test quality: Acceptability, Repeatability and Usability</li> <li>• Interpretation: Normal, Obstruction, Restriction &amp; Combined Obstruction &amp; Restriction</li> <li>• Test examples</li> </ul> <p>The objective of the course is:</p> <ol style="list-style-type: none"> <li>1.The goal of the Spirometry Training Course is to provide the student with the skills, knowledge and practical experience to effectively perform acceptable and repeatable spirometry for the purpose of occupational and medical surveillance of the lung function in humans by ensuring the spirometer conforms to recognized &amp; performance standards</li> <li>2.Use the correct procedure to prepare the patient</li> <li>3.To be able to recognize poor patient technique</li> <li>4.To be able to recognize a normal and abnormal flow volume loops</li> </ol> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Grade 12 or NQF level4</li> </ul>	<p><b>1st, 2nd &amp; 3rd Year</b></p> <p><b>Knowledge Modules:</b></p> <ul style="list-style-type: none"> <li>• Fundamentals of spirometry (NQF level 5, Credits 1)</li> <li>• Respiratory system anatomy &amp; physiology relevant to spirometry (NQF level 5, Credits 0.5)</li> <li>• Quality assurance and quality control in spirometry (NQF level 5, Credits 1)</li> <li>• Spirometry testing NQF 5, Credits 2</li> <li>• Evaluate test validity NQF level 5, Credits 1</li> <li>• Interpretation of the spirometry test result NQF level 5, Credits 1</li> </ul> <p>Total number of credits Knowledge Modules:6.5</p> <p><b>Practical Skills Modules</b></p> <ul style="list-style-type: none"> <li>• Spirometry equipment quality control (NQF level 5, Credits 0.5)</li> <li>• Spirometry testing (NQF level 5, Credits 0.5)</li> <li>• Evaluate, record and report the spirometry test result (NQF level 5, Credits 0.5)</li> </ul> <p>Total number of credits Practical Skill Modules: 1.5</p>	<p>The qualification will provide the learner with an opportunity to access careers in a variety of any health related sectors in both private &amp; public organisations as a:</p> <ul style="list-style-type: none"> <li>- Spirometer operator</li> <li>- Occupational screening spirometry nurse (spirometrist)</li> </ul> <p><b>Course Outcomes</b></p> <p>The purpose of this spirometry skills programme is to prepare a learner to operate as an Occupational Screening Spirometrist. Successful learners will develop the competence to:</p> <ul style="list-style-type: none"> <li>• Perform spirometry quality assurance and quality control tasks</li> <li>• Prepare for a spirometry test</li> <li>• Conduct a spirometry test</li> <li>• Evaluate the validity of the spirometry test result</li> <li>• Interpret the spirometry test result</li> <li>• Record and report the spirometry test result</li> <li>• Manage spirometry data</li> </ul>





## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>5. Health Information Manager</b>    	<p>A health information manager (HIM) works almost exclusively with data. They protect and handle patient data of all kinds, including diagnoses, symptoms, test results, medical histories, and procedures. They ensure that the information is accurate, accessible, secure, and of high quality. This position is particularly vital in health institutions with a mix of traditional and digital records. A health information manager is responsible for planning, developing, implementing and managing health information services. As a healthcare professional, HIMs manage clinical and administrative data in order to meet the medical, legal, ethical and administrative requirements of healthcare delivery</p> <p><b>RESPONSIBILITIES</b></p> <ul style="list-style-type: none"> <li>Health information managers (HIM) organize, oversee &amp; protect patient health information data that has symptoms, diagnoses, medical histories, test results, and procedures. Some of the Health information managers daily duties:</li> <li>Implement health information systems and processes to ensure the complete and accurate documentation of medical records.</li> <li>Work with various medical staff, including nurses and doctors, to improve the quality and accuracy of patient data.</li> <li>Code to ensure secure and bug-free systems for managing health information</li> <li>Perform regular audits to ensure the health information department, techniques &amp; processes comply with guidelines set out by South African Health Information Management Association and state laws</li> <li>Collaborate with compliance officers that regularly track audits and denials from third-party auditors and insurance companies and find trends in the data.</li> <li>Organize and analyze health information for better utilization, process improvement, preparing reports &amp; research purposes.</li> </ul> <p>These are some of the tasks done by health information managers. Depends on the specific sub-field one is in.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ol style="list-style-type: none"> <li>Grade 12 with communication &amp; mathematics literacy</li> <li><u>Diploma</u> (National Diploma in Health Services Administration)</li> <li><u>Bachelor's Degree</u> (Bachelor of Information Management )</li> <li><u>Postgraduate Degree</u> (Master of Science in Medical Informatics)</li> </ol>	<p><b>1st, 2nd &amp; 3rd Year</b></p> <p>Your health information management occupational qualification will focus on data systems and electronic health information.</p> <p>Learners will learn how to manage and evaluate these systems and how to create and implement your own systems.</p> <p>Learners will also hone the critical thinking, problem solving, and decision-making skills you'll need to succeed in health information management.</p> <p><b>Learner will take classes in areas such as:</b></p> <ul style="list-style-type: none"> <li>Medical terminology</li> <li><u>Medical coding</u></li> <li><u>Healthcare administration</u></li> <li><u>Health science</u> research</li> <li>Information technology</li> <li>Healthcare ethics</li> <li>Healthcare operations</li> <li>Health data management</li> </ul>	<p>Despite HIM being defined as a career within itself, a learner is likely to be in one of positions in the fields mentioned Below:</p> <ul style="list-style-type: none"> <li>Medical records technician: Also known as medical coders, health information specialists &amp; healthcare data analysts, these professionals are tasked with ensuring the correct recording and cataloging of patient health information. They verify records for accuracy, provide secure storage, perform regular analysis of database information to find better cost structures and patient care methods.</li> <li>Compliance officer: they ensure that the health information department plays by the rules. They advise leadership on whether their department follows the rules &amp; guidelines set out by the South African Health Information Management Association. They perform frequent audits of the health systems &amp; facility processes</li> <li>Patient information coordinator: they play the role of educators. These professionals help patients through the process of submitting and managing their health information. Also, they help patients understand what options they have for insurance &amp; providers.</li> <li>Medical and health services manager: They are in charge of the day-to-day running of a health institution's information, records department, plan, coordinate &amp; direct record keeping operations.</li> <li>HIM director: An upper-management role. HIM directors are in charge of the entire department, operations, personnel &amp; regularly collaborates with executives to work out the department's long-term strategies and goals.</li> <li>HIM consultant: They help health companies solve their health problems &amp; advise on which medical records management processes &amp; systems to implement.</li> </ul>





## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>6. Drug and Alcohol Abuse Awareness Facilitator (Community Development Facilitator)</b>    	<p>The purpose of this qualification is to prepare a learner to operate as a Community Development Facilitator for Drug and Alcohol Education &amp; Awareness Interventions. Effective Community Development relies on effective interventions within the community to improve conditions and social issues. Drug and Alcohol abuse and addiction is one of the most major social issues in South Africa. It is at the root of Gender Based Violence, violent crime, domestic violence and road accidents just to name a few. It has been voiced by many such officials that they are lacking adequate or effective interventions for preventive action. Education is one of the most powerful preventative action that can be used. This training program will train those working in community development, policing, social work, social development work, education &amp; many other sectors in extensive education material on alcohol &amp; many of the common drugs &amp; substances. It is meant to provide extensive specialist knowledge on what each substance is, what it looks like, what it is made of, what its short term and long term effects are on the mind and body. It provides researched information as to why people use drugs, how addiction works, and many case histories covering these facts.</p> <p>It will enable him to learn and attain basic drug education himself, in order to attain insight on what drugs really are and how they affect the society and the world. The learner will learn how this will transform into his own performance in facilitation of drug and alcohol education intervention. This will also cover the basic administration and organization procedures to form sustainable drug education/ awareness chapters &amp; basic public relations techniques to raise awareness to &amp; promote a drug and alcohol abuse awareness/ education intervention.</p> <p>A qualified learner will be able to:</p> <ul style="list-style-type: none"> <li>- Have a deep understanding of the effects of drug &amp; alcohol abuse &amp; its effects on a person, family, the workplace &amp; a community.</li> <li>- Facilitate a community based drug &amp; alcohol abuse education or awareness activity.</li> <li>- Organize, schedule &amp; facilitate a drug &amp; alcohol abuse education and awareness intervention.</li> <li>- Compile &amp; present a Community Development Intervention report.</li> <li>- Apply foundational marketing and public relations tools in a community development context</li> <li>- Establish, organize &amp; operate a formal practice or chapter for the performance of this intervention</li> </ul> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Grade 12 or NQF level4</li> <li>• National Senior Certificate</li> <li>• ABET Level 4 Certificate</li> </ul>	<p><b>1st, 2nd &amp; 3rd Year</b></p> <p><b>Knowledge component</b></p> <ol style="list-style-type: none"> <li>1. Community facilitation, Integrity, Honesty &amp; Ethics</li> <li>2. Community Based Drug Information &amp; EducationTypes of drugs, effects and impact on individuals, families, workplace, schools and communities</li> <li>3. Community based Drugs intervention programme and strategies</li> </ol> <p><b>OUTCOMES</b></p> <p>Differentiate the effects of drugs and alcohol abuse and its effects thereof on a person, family, school, workplace and community.</p> <ul style="list-style-type: none"> <li>• Facilitate a community based drug and alcohol abuse education or awareness activity.</li> <li>• Organise, schedule and facilitate a drug and alcohol abuse education and awareness intervention.</li> <li>• Compile and present Community Development Intervention report.</li> <li>• Apply foundational marketing and public relations tools in a community development context.</li> </ul>	<p>Qualified candidates will have scarce and critical skills needed in:</p> <ul style="list-style-type: none"> <li>- Social Development</li> <li>- Community Development</li> <li>- Cooperative Governance</li> <li>- Community Works programmes</li> <li>- non-government organisations</li> <li>- religious organisations</li> <li>- faith-based organisations and in</li> <li>- private sector institutions doing community development work</li> </ul>



## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>7. Medical Secretary</b>	<p>A medical secretary must enjoy the medical fraternity, be strong in administrative functions and build good relationships with doctors, nurses and professionals in the medical industry. With these traits you are well on your way to a career as a Medical Secretary. The course attracts students with a passion for medicine, administration and patient care. It will groom you to work as front office reception at hospitals, clinics and doctor's rooms, and be a liaison with all medical aids and medical sales representatives, often providing order to the busy schedules of medical professionals. If you enjoy being the go-to person for all matters related to medical queries and administration and assisting patients with relevant information and support, then this career is for you.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>• National Senior Certificate/Grade 12</li> <li>• NCV Level 4 Certificate</li> <li>• ABET Level 4</li> </ul>	<p><b><u>1st Semester N4</u></b></p> <ul style="list-style-type: none"> <li>- Office practice</li> <li>- Communication</li> <li>- Information Processing</li> <li>- Medical practice</li> </ul> <p><b><u>2nd Semester N5</u></b></p> <ul style="list-style-type: none"> <li>- Office practice</li> <li>- Communication</li> <li>- Information Processing</li> <li>- Medical practice</li> </ul> <p><b><u>3rd Semester N6</u></b></p> <ul style="list-style-type: none"> <li>- Office practice</li> <li>- Communication</li> <li>- Information Processing</li> <li>- Medical practice</li> </ul>	<p>The qualification will provide the learner with an opportunity to access careers in a variety of any health related sectors in both private &amp; public organisations as a:</p> <ul style="list-style-type: none"> <li>• Medical Secretarial Work</li> <li>• Medical Administration</li> <li>• Medical Aids</li> <li>• Medical Practice</li> <li>• Front Office</li> </ul>



# CAREER PATH

## SAFETY MANAGEMENT FACULTY

Course	Qualification Info	Modules	Career path
<b>1. Occupational Health &amp; Safety (OHS)</b>    	<p>An Occupational Health and Safety Practitioners serve as a facilitator and advisor to employees and management regarding safety and health aspects in the workplace including the monitoring and inspecting of the workplace and the recording and investigation of incidents and accidents. They also implement and maintain Occupational Health and Safety systems in order to ensure a safe and healthy work environment.</p> <p>The main focus of occupational health and safety practitioners is to serve as a coordinators and designers on the concept of working culture which is intended in the maintenance and promotion of workers' health and working capacity, the improvement of working environment and work to become conducive to safety and health and the development of work organizations and working cultures in a direction which supports health and safety at work and in doing so also promotes a positive social climate and smooth operation and may enhance productivity.</p> <p>Given the high demand in society for health and safety solutions at work based on reliable information, occupational safety and health (OSH) practitioners should find their roots in evidence-based practice.</p> <p>Successful candidates credited with this qualification are able to:</p> <ul style="list-style-type: none"> <li>Inspect workplaces and environments to identify the occupational health &amp; safety hazards &amp; determine the risks associated with the work.</li> <li>Facilitate &amp; support actions to eliminate control hazards in order to minimise risks signeted work area. Represent the needs of employees with regard to Occupational Health and Safety matters</li> <li>Participate in the planning and implementation of operational Occupational Health &amp; Safety Management Systems.</li> <li>Monitor and continually improve the effectiveness of operational Occupational Health and Safety systems.</li> </ul> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>Grade 12 or NQF level4</li> <li>National Senior Certificate</li> <li>ABET Level 4 Certificate</li> </ul>	<p><b>1st, 2nd &amp; 3rd Year</b></p> <p><b>Knowledge Module</b></p> <ul style="list-style-type: none"> <li>Fundamentals of Occupational Health &amp; Safety</li> <li>Fundamentals of Communication</li> <li>Occupational Health and Safety applications</li> <li>Occupational Health and Safety Management</li> <li>Operations Management and Supervision</li> </ul> <p><b>Practical Skill Module</b></p> <ul style="list-style-type: none"> <li>Represent the needs of employees with regard to Occupational Health and Safety matters</li> <li>Inspect work places, identify hazards and risks and take immediate action to ensure health &amp; safety in the workplace</li> <li>Consult with employees and raise their needs and issues at</li> <li>Inspect work places and environments to identify the occupational health &amp; safety hazards and determine the risks associated with the work</li> <li>Coordinate the work activities of Occupational Health and Safety representatives</li> <li>Develop a risk profile &amp; legal register for designated work</li> <li>Establish, maintain &amp; improve the health and safety documentation and reporting systems, controls &amp; processes</li> <li>Advise on establishment maintenance &amp; improvement of emergency response and preparedness</li> <li>Manage effectiveness of operational Occupational Health &amp; Safety systems</li> </ul> <p><b>Work Experience Module</b></p> <ul style="list-style-type: none"> <li>Exposure to the workplace examination processes</li> <li>Exposure to the processes of representing the Occupational Health and Safety needs of employees</li> <li>Exposure to Occupational Risk Management processes</li> <li>Exposure to the processes of selecting, appointing and managing Occupational Health and Safety representatives</li> <li>Exposure to the processes of developing and implementing Occupational Health &amp; Safety systems</li> <li>Exposure to the processes of monitoring and improving Occupational Health and Safety systems</li> </ul>	<p>This qualification will provides learners with an opportunity to access careers in a variety of sectors in both private and public organisations as a:</p> <ul style="list-style-type: none"> <li>Occupational Health and Safety (OHS) Specialist</li> <li>Occupational Health and Safety (OHS) Inspector</li> <li>Health and Safety Practitioner</li> <li>Occupational Health Practitioner/ Nurse</li> <li>Industrial Hygienist</li> <li>Environmental Protection Officer</li> <li>Environmental Health and Safety Advisor</li> <li>Compliance Officer</li> <li>Wellness Specialist</li> <li>Chief Safety Officer</li> <li>Mine Examiner</li> <li>SHE Officer</li> <li>Health &amp; Safety officer</li> <li>Health and Safety manager</li> <li>Occupational Health and safety consultant</li> </ul> <p>Additionally a learner that's business minded can open a Health and Safety consulting business.</p>





## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>2. Policing (Safety in Society)</b>     	<p>This faculty and its programme develop your knowledge about South-African law principles and contribute to the well-being of our citizens. This programme consists of four vocational subjects namely Policing Practices, South African Criminal Law, Governance and the Criminal Justice Systems.</p> <p>Each student will be taught on a theoretical basis what role each subject fulfils in terms of who and where acts are formulated, who impacts and enforces these roles in communities, what the consequences of violating the law is and how different departments function to maintain the process within a democratic system. Once you have completed level 4 you would have the option to study further full time toward a National N Diploma in Report 191, or apply for a National Diploma at a University of Technology full time.</p> <p><b><u>MINIMUM ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>• Passed Grade 9</li> <li>• No criminal record</li> <li>• Medically fit</li> <li>• Passed the psychometric tests</li> <li>• No visible tattoos</li> <li>• BMI for Males &amp; Females: 18.5 to 25</li> </ul>	<p><b><u>1st Year</u></b></p> <ul style="list-style-type: none"> <li>- English First Additional language</li> <li>- Mathematical literacy</li> <li>- Life skills and computer literacy</li> <li>- Introduction to policing practice</li> <li>- Introduction to law</li> <li>- Criminology</li> <li>- Principles of criminal justice</li> </ul> <p><b><u>2nd Year</u></b></p> <ul style="list-style-type: none"> <li>- English First Additional language</li> <li>- Mathematical literacy</li> <li>- Life skills and computer literacy</li> <li>- Introduction to policing practice</li> <li>- Introduction to law</li> <li>- Criminology</li> <li>- Principles of criminal justice</li> </ul> <p><b><u>3rd Year</u></b></p> <ul style="list-style-type: none"> <li>- English First Additional language</li> <li>- Mathematical literacy</li> <li>- Life skills and computer literacy</li> <li>- Introduction to policing practice</li> <li>- Introduction to law</li> <li>- Criminology</li> <li>- Principles of criminal justice</li> </ul>	<p>With this qualification learners that have completed can join:</p> <ul style="list-style-type: none"> <li>- the South African Police Service</li> <li>- Metro Police</li> <li>- Law Enforcement</li> <li>- Traffic Police</li> <li>- Military Police</li> <li>- SA National Defence Force</li> <li>- private security services and the</li> <li>- National Intelligence Agency.</li> </ul>





## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>3. Traffic police (Safety in Society)</b>     	<p>This qualification develops learners knowledge about South-African law principles and contribute to the well-being of our citizens. This programme consists of four vocational subjects namely Policing Practices, South African Criminal Law, Governance and the Criminal Justice Systems.</p> <p>Each learner will be taught on a theoretical basis what role each subject fulfils in terms of who and where acts are formulated, who impacts and enforces these roles in communities, what the consequences of violating the law is and how different departments function to maintain the process within a democratic system. Once you have completed level 4 you would have the option to study further full time toward a National N Diploma in Report 191, or apply for a National Diploma at a University of Technology full time.</p> <p><b><u>MINIMUM ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>• Passed Grade 9</li> <li>• No criminal record</li> <li>• Medically fit</li> <li>• Passed the psychometric tests</li> <li>• No visible tattoos</li> <li>• BMI for Males &amp; Females: 18.5 to 25</li> </ul>	<p><b><u>1st Year</u></b></p> <ul style="list-style-type: none"> <li>- English First Additional language</li> <li>- Mathematical literacy</li> <li>- Life skills and computer literacy</li> <li>- Introduction to policing practice</li> <li>- Introduction to law</li> <li>- Criminology</li> <li>- Principles of criminal justice</li> </ul> <p><b><u>2nd Year</u></b></p> <ul style="list-style-type: none"> <li>- English First Additional language</li> <li>- Mathematical literacy</li> <li>- Life skills and computer literacy</li> <li>- Introduction to policing practice</li> <li>- Introduction to law</li> <li>- Criminology</li> <li>- Principles of criminal justice</li> </ul> <p><b><u>3rd Year</u></b></p> <ul style="list-style-type: none"> <li>- English First Additional language</li> <li>- Mathematical literacy</li> <li>- Life skills and computer literacy</li> <li>- Introduction to policing practice</li> <li>- Introduction to law</li> <li>- Criminology</li> <li>- Principles of criminal justice</li> </ul>	<p>This qualification enable learners that have completed the opportunity to can join:</p> <ul style="list-style-type: none"> <li>- the South African Police Service</li> <li>- Metro Police</li> <li>- Law Enforcement</li> <li>- Traffic Police</li> <li>- Military Police</li> <li>- SA National Defence Force</li> <li>- private security services and the</li> <li>- National Intelligence Agency.</li> </ul>




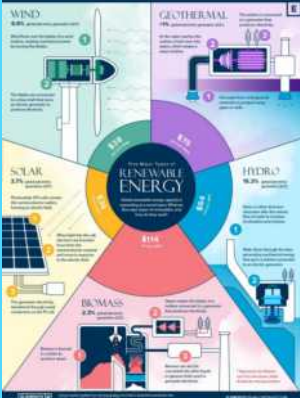


# CAREER PATH

Course	Qualification Info	Modules	Career path
<b>4. Risk Control Officer &amp; Work Place Preparedness</b>   	<p>This qualifications purpose is for a learner to have the ability to equip employees with skills to conduct &amp; implement workplace Preparedness &amp; Risk Control for communicable &amp; occupational diseases</p> <p>This qualification enables a learner to:</p> <ul style="list-style-type: none"> <li>- Implement legal framework and directives on healthy and safe work environments</li> <li>- Conduct hazard identification and risk assessments for communicable &amp; occupational diseases in a workplace.</li> <li>- Keep the work environment healthy, safe specifically for communicable &amp; other occupational Diseases</li> <li>- Implement prevention and containment measures for communicable and other occupational diseases.</li> <li>- Support health, well-being and prevention of spread of communicable and other occupational diseases</li> </ul> <p><b>OUTCOMES</b></p> <ul style="list-style-type: none"> <li>- Apply relevant OHS legislation related to communicable and other occupational diseases</li> <li>- Conduct risk assessment in the workplace &amp; develop a risk management &amp; preventive plan.</li> <li>- Implement the appropriate communicable &amp; other occupational diseases monitoring, screening, referral &amp; reporting procedures.</li> <li>- Conduct effective isolation and containment steps of employees with communicable diseases symptoms and confirmed positive test results.</li> <li>- Use available information resources (databases / websites) to support correct implementation of legal requirements, guidelines and policies to manage communicable and other occupational diseases in the workplace.</li> </ul> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• NQF level 2 or Grade 10</li> </ul>	<p><b>1st &amp; 2nd Semester</b></p> <p><b>Knowledge component</b></p> <ol style="list-style-type: none"> <li>1. OHS legal framework in relation to communicable and other occupational diseases.</li> <li>2. Implications of the communicable and other occupational diseases.</li> <li>3. Hazard identification and Risk Assessment in the workplace.</li> <li>4. Prevention and Control measures for communicable and other occupational diseases in the workplace.</li> <li>5. Employee and workplace preparedness to return to work post communicable and other occupational diseases.</li> </ol>	<p>This qualification provide learners with the opportunity to work both private and public organisations as a:</p> <ul style="list-style-type: none"> <li>- Safety Practitioner</li> <li>- Health Practitioner</li> <li>- Quality Practitioner</li> </ul>



# CAREER PATH

## ENERGY & SCIENCES FACULTY

Course	Qualification Info	Modules	Career path
<b>1. Renewable Energy Technician (Solar Photovoltaic Service Technician)</b>    	<p>As a Renewable Energies Technician, you install, maintain, and repair equipment that provides renewable energy power sources including solar, wind, and geothermal.</p> <p>Renewable energy technicians often specialize in photovoltaic (solar) energy installation but may find some opportunities in wind energy (turbine) technology. Photovoltaic technicians, also known as PV installers, assemble, install, and maintain solar panel systems on rooftops or other structures. This includes measuring, cutting, assembling, and bolting structural framing and solar modules, as well as performing electrical work such as current checks.</p> <p>A wind turbine services technician is someone who is specially trained to prevent wind turbines from malfunctioning or stopping completely. This is done by providing wind farms with routine inspections, troubleshooting any problems, and repairing the wind turbines when necessary.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>- N4 Electrical Engineering</li> <li>- Or Nqf Level 4 with Mathematics and Science.</li> <li>- Or if you have 6 months full time work experience as qualified artisan.</li> </ul>	<p><b>1st &amp; 2nd Semester</b></p> <p><b>Knowledge component</b></p> <p><b>Topic 1</b> Introduction to Renewable Energy.</p> <p><b>Topic 2</b> Overview of renewable energy.</p> <p><b>Topic 3</b> Legislative &amp; economic frameworks</p> <p><b>Topic 4</b> Legislation &amp; regulations for workplace safety pertaining to Renewable Energy</p> <p><b>Topic 5</b> Occupational health &amp; safety legislation</p> <p><b>Topic 6</b> Safety precautions and safe practices for working within industry and PV sites</p> <p><b>Topic 7</b> Personal protective equipment</p> <p><b>Topic 8</b> Safety symbols and colour coding</p> <p><b>Topic 9</b> Fundamentals of isolating and locking out equipment &amp; processes</p> <p><b>Topic 10</b> Fundamentals of securing worksite</p> <p><b>Topic 11</b> Protection devices</p> <p><b>Topic 12</b> Causes, prevention &amp; control of fire</p> <p><b>Topic 13</b> Hazard identification and risk principles</p> <p><b>Topic 14</b> Environmental protection and pollution concepts</p> <p><b>Topic 15</b> Incident reporting</p> <p><b>Topic 16</b> Evacuation procedures</p> <p><b>Topic 17</b> Company or worksite safety procedures</p> <p><b>Topic 18</b> Prolonged exposure to radiation</p> <p><b>Topic 19</b> Fundamentals of electricity</p>	<p>Learners that have completed this qualification will have the following Career Opportunities</p> <ul style="list-style-type: none"> <li>- Bio-mass and bio-fuel energy production</li> <li>- Blade inspection and repair</li> <li>- Clean energy project management</li> <li>- Engineering, consulting and design firms integrating clean and green energy</li> <li>- Geothermal installation, operation and maintenance</li> <li>- Green energy building retrofit, management and distribution</li> <li>- Solar energy farm operations and maintenance</li> <li>- Solar panel manufacturing and installation</li> <li>- Wind farm construction</li> <li>- Wind turbine electrical and mechanical repair, blade inspection and repair, maintenance and operation</li> </ul>





## CAREER PATH



Course	Qualification Info	Modules	Career path
<b>2. Energy Performance Certificate Practitioner (EPC)</b>    	<p>An Energy Performance Certificate (EPC) Practitioner assess/audits, analyses and reports on the energy performance of a building by indicating how much energy is being used to operate a building, they also processes &amp; verify data &amp; information to be ready for the National Building Energy Performance Register of South African hosted supporting information, ready for verification &amp; officiating by a SANAS accredited Inspection Body.</p> <p>Buildings of over 2000m<sup>2</sup> in the private sector, and above 1000m<sup>2</sup> in the public sector, are now required to display an Energy Performance Certificate (EPC) in the building's foyer &amp; these need to be updated every 5 years.</p> <p>The impact &amp; benefit of a training program combined with practical work and mentorship benefits the candidate, the workplace &amp; the environment. The impact of upskilling / reskilling students from a general qualification towards specialisation, is valuable towards 'personal development, widens career prospects &amp; enhances skills &amp; employability.</p> <p>This effectively forges career pathways for electrician graduates in a supportive and seamless way while harnessing a dual approach. With the proposed program of training in the energy efficiency for buildings field together with mentorship and practical real-life employment where relevant work and assignments are completed, there is a high probability that during the program energy savings can be identified and implemented, or identified to be implemented, by the workplace companies.</p> <p>Tasks the learners will be able to:</p> <ul style="list-style-type: none"> <li>Determine energy audit data requirements</li> <li>Determine the energy performance of the building through appropriate measurements</li> <li>Analyse energy efficiency data and identify improvement opportunities</li> <li>Prepare and present energy audit findings in a report and mock Energy Performance Certificate</li> </ul>	<p><b>1st &amp; 2nd Semester</b></p> <p><b>Knowledge component:</b></p> <ol style="list-style-type: none"> <li>Fundamental principles of energy NQF 5, Credits 3</li> <li>Energy conversion and efficiency, NQF Level 6, Credits 2</li> <li>Fundamentals of electrical energy, NQF Level 5,</li> <li>Theory of energy auditing, NQF Level 5, Credits 1</li> <li>Policies, regulations and standards relating to energy performance of buildings, NQF Level 5, Credits 1</li> </ol>	<p>The EPC Practitioner qualification is the first step in the green skills economy providing the fundamental knowledge related to electrical energy and building system audits for energy performance.</p> <p>Further modules in the Curriculum: Energy Audit Technician, can be used to develop the learning further into more in-depth areas of energy such as mechanical energy, thermal energy, the complete building envelope optimization, and energy systems such as lighting, heating ventilation</p> <p>A learner that completes this qualification will be able to work in any public or private energy organisations as a:</p> <ul style="list-style-type: none"> <li>Energy Performance Certificate (EPC) Practitioner</li> <li>Energy Performance Certificate Assessor</li> <li>Energy Performance Certificate auditor</li> </ul>
<p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>N4 Electrical Engineering, or NQF Level 4 (Grade 12) with Mathematics &amp; Science, or Technical Maths &amp; Science, or a Technical subject, or</li> <li>6 months full time work experience as a qualified artisan</li> </ul>			









## CAREER PATH

### AGRICULTURE FACULTY

Course	Qualification Info	Modules	Career path
<b>1. Farming Management</b>   	<p>A qualification that enables learners to understand how producers manage the farm business in the agricultural environment. They will also understand the management functions, production decisions, how to utilise resources, manage finances and evaluate agricultural assets. They will also understand the economics of plant and animal production and how to conduct marketing.</p> <p>Again they will also gain valuable business management skills and learn about essential elements that have a direct bearing on managing a farm, such as financial management, data management, and maintenance management.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>Grade 12 with Agriculture or NCV Level 4 in Primary Agriculture or a Senior Certificate, or a National Certificate: N3, or a National Senior Certificate, or an equivalent qualification.</li> </ul>	<p><b><u>1st Semester N4</u></b></p> <ul style="list-style-type: none"> <li>- Data management</li> <li>- Financial farming management</li> <li>- Maintenance management</li> <li>- Farming management</li> </ul> <p><b><u>2nd Semester N5</u></b></p> <ul style="list-style-type: none"> <li>- Data management</li> <li>- Financial farming management</li> <li>- Maintenance management</li> <li>- Farming management</li> </ul> <p><b><u>3rd Semester N6</u></b></p> <ul style="list-style-type: none"> <li>- Data management</li> <li>- Financial farming management</li> <li>- Maintenance management</li> <li>- Farming management</li> </ul>	<p>This qualification will enable the learner to work in a private , government or business environment as:</p> <ul style="list-style-type: none"> <li>• Farm Manager</li> <li>• Farmer</li> <li>• Farm Supervisor</li> <li>• Agricultural Products Representative</li> <li>• Product Inspector</li> <li>• Agricultural Product Representative</li> <li>• Agricultural Produce Marketer</li> <li>• Farm owner</li> </ul>



## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>2. Fertiliser Manufacturing</b>    	<p>This course enables learners to have a greater insight on the vital importance of Fertilisation as whole. Fertilisation is a central component of farming that impacts both crop productivity &amp; the quality of the environment. The goal is to ensure there are sufficient levels of nutrients based on crop requirements, peak harvest times, and the soil's natural ability to provide nutrients.</p> <p>Fertilizer is a substance added to soil to improve plants' growth &amp; yield. 1st used by ancient farmers, fertilizer technology developed significantly as the chemical needs of growing plants were discovered. Modern synthetic fertilizers are composed mainly of nitrogen, phosphorous, &amp; potassium compound with secondary nutrients added. The use of synthetic fertilisers has improved the quality &amp; quantity of food available &amp; its long-term use is a debate by environmentalists.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>Grade 12 with Agriculture or NCV Primary Agriculture or Senior Certificate, or NQF level 3, or National Senior Certificate, or an equivalent qualification</li> </ul>	<p><b>1st Semester N4</b></p> <ul style="list-style-type: none"> <li>Fertiliser manufacture</li> <li>Production and quality control</li> <li>Supervisory management</li> <li>Chemical plant operation</li> </ul> <p><b>2nd Semester N5</b></p> <ul style="list-style-type: none"> <li>Fertiliser manufacture</li> <li>Production and quality control</li> <li>Supervisory management</li> <li>Chemical plant operation</li> </ul> <p><b>3rd Semester N6</b></p> <ul style="list-style-type: none"> <li>Fertiliser manufacture</li> <li>Production and quality control</li> <li>Supervisory management</li> <li>Chemical plant operation</li> </ul>	<p>This qualification will enable the learner to work in a private , government or business environment as:</p> <ul style="list-style-type: none"> <li>Plant Manager</li> <li>Production Manager</li> <li>Fertilizer technician</li> <li>Fertiliser applicator</li> <li>Agricultural specialist</li> <li>Agronomist</li> <li>Chemical plant operator</li> <li>Farm owner</li> </ul>





## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>3. Animal Health Veterinary auxiliary</b>     	<p>The Basic Animal Health course provides an overview of the animal health industry &amp; aims to set a minimum standard for people active in the industry. The following individuals will benefit from the course:</p> <ul style="list-style-type: none"> <li>- Employees of companies that operate in the animal health industry</li> <li>- Farmers</li> <li>- People who've completed a previous, non-accredited AVCASA courses in order to refresh their knowledge and achieve accreditation.</li> </ul> <p>This qualification equips learners with focused knowledge and skills in Animal Health. The primary purpose is to qualify learners as animal health technicians who will be competent in applying animal health care, disease control and management techniques in the prevention and control of animal diseases in order to support animal and veterinary public health.</p>	<p><b><u>1st &amp; 2nd Semester</u></b></p> <p><b><u>Skills Program Structure</u></b></p> <p>The course is broken down into 5 Modules and these are organised as follows:</p> <p><b>Module 1:</b> The SA Animal Health Environment</p> <p><b>Module 2:</b> Animal Biology</p> <p><b>Module 3:</b> Pharmacology</p> <p><b>Module 4:</b> Animal Diseases and Disease Management</p> <p><b>Module 5:</b> Disease Causing Insects and Parasites</p> <p><b><u>Module Topics</u></b></p> <ul style="list-style-type: none"> <li>- Each of the different modules are subdivided into smaller manageable learning chunks referred to as topic in this course.</li> <li>- Skills program Delivery Schedule</li> </ul>	<p>This qualification will enable the learner to work in a private , government or business environment as a:</p> <ul style="list-style-type: none"> <li>• Primary producers (Livestock farmers)</li> <li>• Junior Farm Manager</li> <li>• Farm Manager</li> <li>• Product Representative</li> <li>• Livestock Farm owner</li> </ul>
	<p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>• Grade 12 with Agriculture or NCV Primary Agriculture or Senior Certificate, or NQF level 3, or National Senior Certificate, or an equivalent qualification</li> </ul>		



## CAREER PATH





### ART AND DESIGN FACULTY

<u>Course</u>	<u>Qualification Info</u>	<u>Modules</u>	<u>Career path</u>
<b>1. Jewellery Manufacturing</b>    	<p>The aim of the course is to prepare students for the South African Jewellery Industry in design, manufacturing, marketing and managerial capacities while fostering a South African design ethic that does not rely on mass plagiarism of imported images.</p> <p>The course will equip you with the skills to design and manufacture jewellery, from the preparation of materials, through to adding the final touches to your sparkling creation.</p> <p>The course objectives include: drawing on historical studies that heighten design awareness; developing applied drawing and illustration techniques; developing skills to communicate design intention; developing technical skills to manufacture jewellery by hand and using digital technologies, all the while instilling good workshop practice.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>Grade 12 or equivalent qualification</li> </ul>	<p><b><u>1st Semester N4</u></b></p> <ul style="list-style-type: none"> <li>- Drawing</li> <li>- Entrepreneurship and business management</li> <li>- Jewellery design</li> <li>- Jewellery manufacture</li> </ul> <p><b><u>2nd Semester N5</u></b></p> <ul style="list-style-type: none"> <li>- Drawing</li> <li>- History of art</li> <li>- Jewellery design</li> <li>- Jewellery manufacture</li> </ul> <p><b><u>3rd Semester N6</u></b></p> <ul style="list-style-type: none"> <li>- Drawing</li> <li>- History of art</li> <li>- Jewellery design</li> <li>- Jewellery manufacture</li> </ul>	<p>This qualification will enable the learner to work in a private , government or business environment as a:</p> <ul style="list-style-type: none"> <li>Academic: Researcher, teacher, lecturer</li> <li>Jewellery Designer</li> <li>Goldsmith</li> <li>Manager of Jewellery Workshop/Studio</li> <li>Buyer for Jewellery Chain Stores</li> <li>Salesperson in Jewellery Industry</li> <li>Jewellery Evaluator</li> <li>Entrepreneur</li> </ul>





## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>2. Textile (Printing &amp; Fibre Technology)</b>    	<p>This qualification is the art of creating cloth or fabric that is adorned or printed upon. The course shall train the learners for a wide range of careers in the textile mills and export houses, at design studios, mills, buying houses as design or fabric managers and with fashion designers. This qualification prepares learners to create designs and patterns for knitted, printed and woven fabrics made of man-made or natural fibres.</p> <p>Being one of the largest sector in RSA to generate employment, pursuing a diploma in textile opens many doors. learners are also given the opportunity to become successful entrepreneurs making a mark in the fashion industry. A textile professional works closely with the clients and teams to construct fabrics using different concepts of design, media and post-production technicalities.</p> <p><b>Outcomes</b></p> <ul style="list-style-type: none"> <li>Learners will have a deeper understanding of textiles and fabrics, their production processes, and their applications in various industries, particularly in the fashion world</li> <li>Be better equipped to make informed choices about fabric selection &amp; textile care</li> </ul> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>Grade 12 or equivalent qualification</li> </ul>	<p><b>1st Semester N4</b></p> <ul style="list-style-type: none"> <li>Fertiliser manufacture</li> <li>Production and quality control</li> <li>Supervisory management</li> <li>Chemical plant operation</li> </ul> <p><b>2nd Semester N5</b></p> <ul style="list-style-type: none"> <li>Fertiliser manufacture</li> <li>Production and quality control</li> <li>Supervisory management</li> <li>Chemical plant operation</li> </ul> <p><b>3rd Semester N6</b></p> <ul style="list-style-type: none"> <li>Fertiliser manufacture</li> <li>Production and quality control</li> <li>Supervisory management</li> <li>Chemical plant operation</li> </ul>	<p>This qualification will enable the learner to work in a private, government or business environment as a:</p> <ul style="list-style-type: none"> <li>Colour and Style Specialist</li> <li>Colour and Design Consultant</li> <li>Textile and Surface Developer</li> <li>Colour and Trend Forecaster</li> <li>Strategic Intervener</li> <li>Print and Pattern Designer</li> <li>Textile Illustrator</li> <li>Innovative Design Consultant</li> <li>Manager Trend &amp; Forecast</li> </ul>



## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>3. Fashion Design (Clothing Production)</b>   	<p>This qualification is designed to enable each student to achieve his or her optimal potential and engage actively and progressively within the design field. This course produces highly skilled fashion experts who are sought after by the industry locally &amp; internationally. This course is aimed at the creative individual with a flair for fashion and an interest in the design &amp; construction of a variety of garments. The emphasis lies on the creative and technical skills of design, pattern-making and sewing in order to send innovative, competent and skilled individuals into the fashion industry</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>Grade 12 or equivalent qualification</li> </ul>	<p><b>1st Semester N4</b></p> <ul style="list-style-type: none"> <li>Fertiliser manufacture</li> <li>Production and quality control</li> <li>Supervisory management</li> <li>Chemical plant operation</li> </ul> <p><b>2nd Semester N5</b></p> <ul style="list-style-type: none"> <li>Fertiliser manufacture</li> <li>Production and quality control</li> <li>Supervisory management</li> <li>Chemical plant operation</li> </ul> <p><b>3rd Semester N6</b></p> <ul style="list-style-type: none"> <li>Fertiliser manufacture</li> <li>Production and quality control</li> <li>Supervisory management</li> <li>Chemical plant operation</li> </ul> <p><b>What you'll learn</b></p> <ul style="list-style-type: none"> <li>The fundamentals of sewing, understand your sewing machine, different sewing feet, thread tension on the sewing machine.</li> <li>different skills, like sewing a button, seams, corners, darts, curves, panels &amp; pleat</li> <li>how to sew 4 different kind of zips, welt pocket, bias binding curve and V neck lines, button placket and buttonhole.</li> <li>Have a file with all samples &amp; the confidence to sew any project</li> </ul>	<p>This qualification prepares a learner for a variety of careers in fashion. Fashion being one of the world's largest industries offers career opportunities in many different fields:</p> <ul style="list-style-type: none"> <li>Fashion Designer</li> <li>Fashion Stylist</li> <li>Fashion events coordinator</li> <li>Garment technologist</li> <li>Pattern Engineer</li> <li>Trend Forecasting</li> <li>Couture or Commercial</li> <li>Design</li> <li>Fashion Buyer</li> <li>Fashion Merchandising</li> <li>Clothing Production</li> <li>Trend Forecasting</li> <li>Costume Design – theatre</li> <li>Fashion for Film and</li> <li>Television</li> <li>Fashion Illustrator</li> <li>Fashion Education &amp; Training</li> <li>Pattern Engineer</li> <li>Fashion Stylist</li> <li>Trend Analysis</li> <li>Garment Technologist</li> <li>Specifications Buyer</li> <li>Milliner</li> <li>Beading &amp; Embroidery Specialist</li> <li>Fashion Events Coordinator</li> </ul>
<b>4. Advanced Sewing</b> 	<p>Basic Advanced Sewing qualification is a course that's specifically structured to teach you the easier way of sewing. We teach you the basics as well as more advanced sewing skills, so that you will have the knowledge to sew different projects after finishing the course. Our courses are very detailed and easy to follow, with beginners in mind. You will learn about the sewing machine and different sewing feet.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>Any grade but must be able to read and write in English</li> <li>No experience in sewing needed.</li> <li>No age limit</li> </ul>		



## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>5. Graphic Design or Graphic Processes</b>    	<p>This qualification is a comprehensive &amp; career-focused qualification that prepares learners for work in the rewarding world of design in advertising, multi-media, design. Graphic designers are visual communicators, who develop creative concepts and designs to promote or enhance products, services &amp; organisations. Learners will develop a broad theoretical foundation &amp; practical experience in various core areas of graphic design such as Communication Design, Digital Design, Drawing, Web Design, Typography &amp; Motion Graphics.</p> <p>The emphasis throughout is on intensive studio-based design training where a learner will practice &amp; experiment with a range of mediums from drawing to photography, to digital design. learners will acquire broader skills &amp; knowledge in Business English, Communication Science &amp; Research Methodology, which will assist in their world of work. This blended approach ensures that learners graduate as well-rounded, highly skilled &amp; self-reflective designers with additional skills for the workplace such as working independently, meeting deadlines &amp; communicating effectively</p> <p><b>ADMISSION REQUIREMENTS</b></p> <p>Whats needed to have completed before applying to study this course:</p> <ul style="list-style-type: none"> <li>• Grade 12</li> <li>• Or equivalent qualification</li> </ul>	<p><b>1st Semester N4</b></p> <ul style="list-style-type: none"> <li>- Drawing</li> <li>- Entrepreneurship and business management</li> <li>- Graphic design</li> <li>- Graphic Process</li> </ul> <p><b>2nd Semester N5</b></p> <ul style="list-style-type: none"> <li>- Drawing</li> <li>- History of art</li> <li>- Graphic design</li> <li>- Graphic Process</li> </ul> <p><b>3rd Semester N6</b></p> <ul style="list-style-type: none"> <li>- Drawing</li> <li>- History of art</li> <li>- Graphic design</li> <li>- Graphic Process</li> </ul>	<p>This qualification will enable the learner to work in a private , government or business environment as a:</p> <p><b>Under Graphic Design</b></p> <ul style="list-style-type: none"> <li>- Below-the-line advertising</li> <li>- DeskTop Publishing operator</li> <li>- Reprography (Repro) houses</li> <li>- Own enterprise/ business</li> <li>- Publication layout and design</li> </ul> <p><b>Under Graphic Processes</b></p> <ul style="list-style-type: none"> <li>- Textile industry</li> <li>- Own enterprise business</li> <li>- Printing companies Reprography (Repro) houses</li> </ul> <p>Industries a learner will be able to work in:</p> <ul style="list-style-type: none"> <li>• Advertising</li> <li>• Graphic Design</li> <li>• Photography</li> <li>• Printmaking</li> </ul>





## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>6. Photography</b>    	<p>This qualification gives learners the opportunity to apply their creativity and express themselves through their work. Students will be prepared for the exciting world of photography and equipped to work in all facets of the industry, be it for themselves or in the employment of leading businesses, both locally &amp; abroad. The qualification ensures that a learner receives engaging, fun-filled experience and an accredited qualification, which gets learners a step closer to achieving their tertiary dreams.</p> <p>This qualification allows for further specialisation as a professional advantage. At College of Africa, we believe in providing you with a multi-dimensional learning environment incorporating theoretical and practical knowledge.</p> <p>The qualification provides real situational demonstrations and make use of interactive workshops providing a learner with the opportunity to experience first-hand what a day in the life of a photographer is all about.</p> <p>The theory component is interactive with in-depth debates and discussions all supported with informative, relevant &amp; constantly updated cutting-edge course material. The course extends further by giving students training in professional, technical and conceptual skills across multiple photographic genres.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>Grade 12 or NQF level 4</li> <li>Photography students are required to provide their own camera for the duration of their studies. More details are obtainable from the Art &amp; Design Faculty.</li> </ul>	<p><b>1st Semester N4</b></p> <ul style="list-style-type: none"> <li>Fertiliser manufacture</li> <li>Production and quality control</li> <li>Supervisory management</li> <li>Chemical plant operation</li> </ul> <p><b>2nd Semester N5</b></p> <ul style="list-style-type: none"> <li>Fertiliser manufacture</li> <li>Production and quality control</li> <li>Supervisory management</li> <li>Chemical plant operation</li> </ul> <p><b>3rd Semester N6</b></p> <ul style="list-style-type: none"> <li>Fertiliser manufacture</li> <li>Production and quality control</li> <li>Supervisory management</li> <li>Chemical plant operation</li> </ul>	<p>This qualification will enable the learner to work in a private, government or business environment as a:</p> <ul style="list-style-type: none"> <li>Commercial newspaper &amp; magazine photographers</li> <li>photo editing &amp; retouching</li> <li>picture editor</li> <li>studio photographer</li> <li>professional photographic assistants</li> <li>photographic retail representatives or photographic laboratory assistants &amp; managers.</li> <li>Freelance photographer</li> <li>Photography in the film industry</li> <li>Journalistic photographer</li> <li>Own enterprise/business</li> <li>Reprography (Repro) houses</li> </ul> <p>Industries a learner will be able to work in:</p> <ul style="list-style-type: none"> <li>Advertising</li> <li>Graphic Design</li> <li>Photography</li> <li>Printmaking</li> </ul>









## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>7. Beauty Therapy (Nails, facials, waxing, eyelashes, salon, body massages, makeup, skincare etc) combined with Haircare</b>     	<p>This qualification will enable a student to develop a culture of professionalism and provide the learner with key skills essential in the beauty field and a whole and to be able to function as a hairdresser, manicure, beauty therapist, massage therapist for a lifelong career in hairdressing and offer them skills in setting up and managing their own salons. Job market entrants often have little or no exposure to generic hairdressing and beauty therapy or self-management and therefore often fail to make a success in that career.</p> <p>This Qualification is the development of a culture of professionalism and service excellence in the hairdressing and beauty therapy industry. This Qualification will provide for breadth and flexibility to match the needs of the learners, employers, and industry as a whole. It gives the learners the key skills essential to be able to function effectively as flexible, adaptable &amp; competitive hairdressers &amp; beauty therapists for a lifelong career in beauty therapy &amp; hairdressing. This makes learners employable as well as run their own business &amp; be able to make effective contributions to the hairdressing and beauty therapy business by being able to apply the acquired knowledge and skills.</p> <p><b>ADMISSION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>Grade 12 or equivalent qualification</li> </ul>	<p><b>Under Haircare</b></p> <p><b>1st Semester N4</b></p> <ul style="list-style-type: none"> <li>Human relations</li> <li>Advertising Management</li> <li>Aesthetics:theory &amp; practical</li> <li>Clinical Hair study</li> </ul> <p><b>2nd Semester N5</b></p> <ul style="list-style-type: none"> <li>Human relations</li> <li>Advertising Management</li> <li>Aesthetics:theory &amp; practical</li> <li>Clinical Hair study</li> </ul> <p><b>3rd Semester N6</b></p> <ul style="list-style-type: none"> <li>Human relations</li> <li>Advertising Management</li> <li>Aesthetics:theory &amp; practical</li> <li>Clinical Hair study</li> </ul> <p><b>Under Beauty Therapy</b></p> <p><b>LEVEL 4 (Year 1)</b></p> <ul style="list-style-type: none"> <li>Facial Skin Care</li> <li>Waxing</li> <li>Manicure &amp; Pedicure</li> <li>Make-up</li> <li>Body Treatments I</li> <li>Nail Technology</li> <li>Anatomy &amp; Physiology I</li> <li>Business Awareness &amp; Professional Conduct</li> <li>Case studies in all practical subjects</li> <li>First Aid</li> <li>Product training courses for various cosmetic houses</li> <li>Eyelash Extensions</li> <li>Threading</li> <li>Participate in Community Corporate work/events</li> </ul> <p><b>LEVEL 5 (Year 2)</b></p> <ul style="list-style-type: none"> <li>Facial Electrical Treatments</li> <li>Case studies in all practical subjects</li> <li>Swedish Massage</li> <li>Salon Practice</li> <li>Electrical Body treatment I+2</li> <li>Indian Head Massage</li> <li>Nail Art</li> <li>Anatomy &amp; Physiology II</li> <li>Hot Stone Therapy</li> <li>Participate &amp; manage community/corporate work/events</li> <li>Product training for various new and advanced work/events cosmetic house</li> </ul>	<p>This qualification will enable the learner to work in a private , government or business environment as a:</p> <p><b>Haircare</b></p> <p>Upon completion of this course, learners will be able to offer services in:</p> <ul style="list-style-type: none"> <li>Basic and Advanced Hair Therapy Services</li> <li>Hair Styling</li> <li>Hair Cutting</li> <li>Make-up</li> <li>Salon Administration</li> <li>Hair Colouring</li> <li>Retailing</li> <li>Sales and Marketing</li> <li>Professional Customer Care</li> <li>Salon Reception Duties</li> <li>Salon Support</li> <li>Salon Management</li> </ul> <p><b>Beauty Therapy</b></p> <p>Upon completion of this course, you will be able to do the following:</p> <ul style="list-style-type: none"> <li>Electrical Body Treatments</li> <li>Facial Electrical Treatments and Skin Care</li> <li>Holistic, Seated, Hot Stone and Indian Head Massage</li> <li>Make-up Services</li> <li>Manage a Beauty Therapy Business</li> <li>Manicure &amp; Pedicure Services</li> <li>Nail Art (Basic and Advanced)</li> <li>Nail Technology Services</li> <li>Waxing Services</li> <li>First Aid</li> <li>Eyelash Extensions</li> <li>Threading</li> <li>Use cosmetic house products effectively</li> <li>Participate /manage Community / Corporate events</li> </ul>



## CAREER PATH


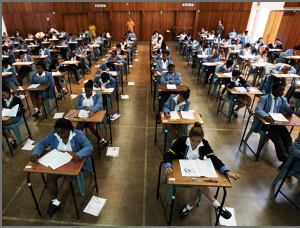


### THEOLOGY FACULTY

<u>Course</u>	<u>Qualification Info</u>	<u>Modules</u>	<u>Career path</u>
<b>1. Ministry (Moral Regeneration Education &amp; Awareness Facilitator )</b>    	<p>This qualification provides learners with a detailed introduction to major areas of theological study, including both academic study and practical application of Christianity truth as well as biblical truth.</p> <p>Additionally this qualification is designed as a foundational qualification for church leaders as well as Bible teachers.</p> <p><b><u>ADMISSION REQUIREMENTS</u></b></p> <p>Whats needed to have completed before applying to study this course:</p> <ul style="list-style-type: none"> <li>• Grade 12</li> <li>• Or any other equivalent qualification</li> </ul>	<p><b><u>1st &amp; 2nd Semester</u></b></p> <p><b><u>Knowledge component</u></b></p> <ul style="list-style-type: none"> <li>- Community Based Moral Regeneration Education</li> </ul>	<p>This qualification will enable the learner to work in a private , government or business environment as to:</p> <ul style="list-style-type: none"> <li>- Preach</li> <li>- Become a Pastor</li> <li>- Facilitate Moral Regeneration Education &amp; Awareness</li> <li>- Organise Moral Regeneration Education and Awareness</li> <li>- Identify like-minded groups and individuals to partner with and participate in moral regeneration education</li> <li>- and Capture moral regeneration education/ awareness activities</li> </ul>



# CAREER PATH




## MATRIC FACULTY

Course	Qualification Info	Modules	Career path
<b>1. Matric Rewrite (National Senior Certificate)</b>    	<p>Matric Rewrite gives students a second chance to do their Matric if they didn't do well. If you are older than 21, you can apply for a Matric Upgrade or Senior Matric for Adults.</p> <p><b>Who Can Rewrite The National Senior Certificate (Matric) ?</b></p> <ul style="list-style-type: none"> <li>You are 21 and younger</li> <li>Didn't write with valid reasons</li> <li>You failed a subject</li> <li>You need to improve a subject to gain entry</li> <li>Want to improve results</li> </ul> <p><b>What Can I Do If I Failed My Matric Rewrite Exam?</b></p> <ul style="list-style-type: none"> <li>Rewrite again</li> <li>Study a course without Matric</li> </ul> <p><b>Can i change my matric subject ?</b> No, you cannot change your Matric subjects if you intend on applying for the Matric Supplementary Exam. You can only rewrite the subjects that you have already written or wait till you turn 21 yrs &amp; apply for matric upgrade.</p> <p><b>Can I Rewrite Matric exam Online?</b> No, you cannot rewrite Exam online.</p> <p><b>Can i choose a course &amp; matric rewrite at the same time ?</b></p> <p>Yes, provided you can handle the pressure of studying both also bearing in mind that some courses on your time table can clash as well final exams. You must have a plan on how to manage it.</p> <p><b>Is It Too Late To Register For Matric Rewrite ?</b> No, it is not late to register for a Matric Rewrite Course at College of Africa.</p> <p><b>What Can I Do If I Do Not Qualify for a Matric Rewrite &amp; i still want to study, you can:</b></p> <ul style="list-style-type: none"> <li>Re-enroll at a High school to repeat Grade 12 if you are under the age of 21</li> <li>Apply at College of Africa</li> <li>Enroll in a National Certificate Vocational (NCV Course at College of Africa</li> <li>Study without Matric and choose a course that doesn't need matric at College of Africa</li> </ul>	<p>CAPS Subjects learners can rewrite at College of Africa are:</p> <ul style="list-style-type: none"> <li>English</li> <li>Mathematics</li> <li>Physical Science</li> <li>Life Orientation</li> <li>Mathematical Literacy</li> <li>Geography</li> <li>History</li> <li>Agricultural Science</li> <li>Accounting</li> <li>Life Sciences</li> <li>Economics</li> <li>Business Studies</li> </ul>	<p>This second chance program called Matric Rewrite and Matric Upgrade enables a learner to rewrite their matric with the hope of achieving one of the filling pass rate:</p> <ol style="list-style-type: none"> <li><b>Bachelor</b> <ul style="list-style-type: none"> <li>A minimum of 40% home language</li> <li>A minimum of 50% in four subjects</li> <li>A minimum of 30% in two other subjects</li> </ul> </li> <li><b>Diploma</b> <ul style="list-style-type: none"> <li>A minimum of 40% home language</li> <li>A minimum of 40% in four subjects</li> <li>A minimum of 30% in two other subjects</li> </ul> </li> <li><b>Higher Certificate</b> <ul style="list-style-type: none"> <li>A minimum of 40% home language</li> <li>A minimum of 40% in two subjects</li> <li>A minimum of 30% in four other subjects</li> </ul> </li> <li><b>National Senior Certificate</b> <ul style="list-style-type: none"> <li>A minimum of 40% home language</li> <li>A minimum of 30% in two other subjects</li> <li>A minimum of 30% in three subjects</li> <li>You can fail one subject</li> </ul> </li> </ol>









## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>2. Matric Upgrade</b> <b>(Senior Certificate Amended)</b>   	<p>The Senior Certificate (as amended) option is available to students who are 21 and older and wish to complete Matric. Students need to register for a minimum of six subjects, two of which must be official languages. One of the languages must be taken at Home Language level and the other as a First Additional Language.</p> <p>A Senior Certificate will be achieved by an adult candidate who meets the following requirements in these exams:</p> <ol style="list-style-type: none"> <li>1. Pass three subjects at 40%, one of which must be an official language at Home Language level.</li> <li>2. Pass two subjects at 30%, one of which must be an official language at First Additional or Home Language level.</li> <li>3. Obtain a subminimum of 20% in the sixth subject.</li> </ol> <p>If you never completed Matric or would like to rewrite subjects in order to obtain your Senior Certificate (as amended), this programme is for you.</p> <p><b>ENTRY REQUIREMENTS</b></p> <p>To qualify to register for a Senior Certificate (as amended), candidates need to be over the age of 21 and have either:</p> <ul style="list-style-type: none"> <li>- a Grade 9/Standard 7 report stating they passed the year, OR</li> <li>- a General Education and Training Certificate (GETC), OR</li> <li>- a recognised equivalent obtained at NQF level 1 which requires two</li> </ul> <p>Candidates may also register if they have an incomplete Senior Certificate or if their School-Based Assessment (SBA) has expired.</p>	<p>CAPS Subjects learners can rewrite at College of Africa are:</p> <ul style="list-style-type: none"> <li>- English</li> <li>- Mathematics</li> <li>- Physical Science</li> <li>- Life Orientation</li> <li>- Mathematical Literacy</li> <li>- Geography</li> <li>- History</li> <li>- Agricultural Science</li> <li>- Accounting</li> <li>- Life Sciences</li> <li>- Economics</li> <li>- Business Studies</li> </ul>	<p>This second chance program called Matric Rewrite and Matric Upgrade enables a learner to rewrite their matric with the hope of achieving one of the filling pass rate:</p> <ol style="list-style-type: none"> <li>1. <b>Bachelor</b> <ul style="list-style-type: none"> <li>• A minimum of 40% home language</li> <li>• A minimum of 50% in four subjects</li> <li>• A minimum of 30% in two other subjects</li> </ul> </li> <li>2. <b>Diploma</b> <ul style="list-style-type: none"> <li>• A minimum of 40% home language</li> <li>• A minimum of 40% in four subjects</li> <li>• A minimum of 30% in two other subjects</li> </ul> </li> <li>3. <b>Higher Certificate</b> <ul style="list-style-type: none"> <li>• A minimum of 40% home language</li> <li>• A minimum of 40% in two subjects</li> <li>• A minimum of 30% in four other subjects</li> </ul> </li> <li>4. <b>National Senior Certificate</b> <ul style="list-style-type: none"> <li>• A minimum of 40% home language</li> <li>• A minimum of 30% in two other subjects</li> <li>• A minimum of 30% in three subjects</li> <li>• You can fail one subject</li> </ul> </li> </ol>





## CAREER PATH

Course	Qualification Info	Modules	Career path
<b>3. Adult Matric (Senior Matric)</b>  <b>(Senior Matric Amended)</b>        	<ul style="list-style-type: none"> <li>A programme created by DBE and DHET to give adults a chance to obtain a Matric Certificate.</li> <li>Students must be 21 or older to write the Senior Certificate (Amended) exams</li> <li>The exams are usually scheduled for the May / June exam session</li> <li>College of Africa offers Adult Matric in which you can achieve the Senior Certificate (Amended)</li> </ul> <p>The Adult Matric course covers the same coursework covered in High School. The biggest difference is that the course duration is based on how fast you work through the coursework. The only marks that are considered for the mark calculation, are the results you achieved in the Adult Matric Exams. There is no classwork or assignments that will contribute to your final mark.</p> <p><b><u>ENTRY REQUIREMENTS</u></b></p> <ul style="list-style-type: none"> <li>You passed Grade 9 and have proof of your report OR</li> <li>You completed a Grade 9 equivalent course (ie. an ABET Certificate) that included two official language subjects</li> <li>You are 21 or older when you write your exams</li> <li>You can read, write and understand English or Afrikaans</li> <li>You are able to study via distance learning</li> </ul>	<p>CAPS Subjects learners can rewrite at College of Africa are:</p> <ul style="list-style-type: none"> <li>English</li> <li>Mathematics</li> <li>Physical Science</li> <li>Life Orientation</li> <li>Mathematical Literacy</li> <li>Geography</li> <li>History</li> <li>Agricultural Science</li> <li>Accounting</li> <li>Life Sciences</li> <li>Economics</li> <li>Business Studies</li> </ul>	<p>This second chance program called Matric Rewrite and Matric Upgrade enables a learner to rewrite their matric with the hope of achieving one of the filling pass rate:</p> <ol style="list-style-type: none"> <li><b><u>Bachelor</u></b> <ul style="list-style-type: none"> <li>A minimum of 40% home language</li> <li>A minimum of 50% in four subjects</li> <li>A minimum of 30% in two other subjects</li> </ul> </li> <li><b><u>Diploma</u></b> <ul style="list-style-type: none"> <li>A minimum of 40% home language</li> <li>A minimum of 40% in four subjects</li> <li>A minimum of 30% in two other subjects</li> </ul> </li> <li><b><u>Higher Certificate</u></b> <ul style="list-style-type: none"> <li>A minimum of 40% home language</li> <li>A minimum of 40% in two subjects</li> <li>A minimum of 30% in four other subjects</li> </ul> </li> <li><b><u>National Senior Certificate</u></b> <ul style="list-style-type: none"> <li>A minimum of 40% home language</li> <li>A minimum of 30% in two other subjects</li> <li>A minimum of 30% in three subjects</li> <li>You can fail one subject</li> </ul> </li> </ol>

**CoA**  
Established  
- 2019 -

# About Us



COLLEGE OF AFRICA

**“ The Education Hub of Africa “**



# who **We** are

Founded in 2019, College of Africa (CōA) was established with the aim of becoming one of Africa's leading educational private TVET college as well as one of Africa's top leaders in Tertiary financial assistance. At College of Africa we believe that all the days of the college should be great days with less tuition financial burden. We embrace the sense of excitement and possibility that permeates our organisational culture and through a focus on helping people, programs and precincts we will continue to be an institution of which our community can be justifiably proud.

With CoA being the only private TVET College in the history of Africa, that have 100 % of thier students studying with the National Covid-19 Tertiary Bursary, that covers 100% Fee of the following to full time students staying inside campus residences:

1. 100% Application fee
2. 100% Tuition Deposit fee
3. 100% Course Tuition Fees to full time students staying inside campus residences
4. 100% Admin fee to first years
5. 100% Examination fee
6. 100% Electronic books fee

All a full time student staying inside campus residences pays themselves is:

1. The campus monthly Accomodation rental
2. Food & a once of registration fee per semester

Our culture of innovation is anchored around global and national links to academic, research and industry partners. Our graduates are the new urban professionals, global citizens at ease with the world and ready to create and respond to change. Our research is inventive and adventurous and we create new knowledge that is central to global economic and social prosperity.

**Ideas:** We are creating new knowledge & developing new ideas for current African & world issues

**Solutions:** We are taking on the challenges of tomorrow by finding solutions through our world class research today.

**Connections:** We are partnered globally and nationally with academic, research and industry leaders to help build a vibrant and successful society.

We are a college for the 21st century. We offer programs across a wide range of subjects including agriculture, media, business, law, education, arts & design, hospitality, health sciences, information technology and engineering.

- we deliver for students the best possible start for their future careers;
- we produce graduates who are capable of identifying opportunities and contributing to a vibrant and successful society;



- we partner with industry & the professions to conduct research that's cutting-edge and relevant
- we engage meaningfully with our community and We believe a college's reputation is determined largely by the quality of its graduates.

## **ABOUT COLLEGE OF AFRICA**

The College of Africa community is driven by a shared purpose: to make a better Africa through offering education, research, innovation and national Covid-19 Tertiary bursaries to less privileged students **REGARDLESS** of their age, gender, matric pass rate, financial background, parents employment status, culture & nationality. We are highly giving, Extremely caring, fun, open minded, inventive, artistic, obsessed & welcoming to talented people regardless of where they come from.

With the aim to accelerate the nation's industrial revolution, **College of Africa is profoundly South African. Founded & solely owned by one of the worlds most fearless, visionary, ambitious, persistent, giving, young black independent women, a highly vigorous go getter of note,**

With ingenuity and drive, we intend to create graduates that will invent fundamental technologies, launch new industries, and created millions of African jobs. Our institution gains tremendous strength as a magnet for talent from around African & the world at large. Through teaching, research, and innovation, College of Africa's exceptional team pursues its mission of service to the national and the world.

## **OUR VISION**



Our vision is to be an african & world -leading, in offering Covid-19 Tertiary Bursaries, educationally outstanding college , driven by creativity and curiosity, which fulfils its social, cultural and economic obligations to Africa and the world. By fulfilling our vision we expect to improve our standing as one of the top 100 college in the world and the top 20 in the Africa.



## **OUR AMBITIONS**

1. Our ambition is to be ranked among the very highest nationally for student funding support, Studnet satisfaction and graduate employment rates.
2. Our top 20 accredited programs will all rank among the very best in Africa
3. 10% of our operational income will come from research activities with 40% of that activity directly linked to industry partners. We will grow the scale and focus of our research by building capacity in areas that we have demonstrated excellence and shown potential for growth.
4. Programs will draw on expertise from across the institution for their delivery - the best input contributing to the best offerings through academic curriculum communities.
5. By 2025 we will be placed within the Top 10 institutions nationally for students financial assistance, research, innovation and academic excellence, and known as the sector's most industry-engaged college.
6. College of Africa will be a high performing, culturally enterprising organisation; our core attributes embedded in all that we do, be at the forefront of our leadership and reflected in the diversity of our people and how they work together.
7. Our teaching, research and practice will be consolidated on precincts, closely integrated and aligned with industry.





## **OUR MISSION**

The mission of College of Africa is to advance knowledge and educate students in Science, I.T, Solar, Mining, engineering, science, banking, law, technology, Health, agriculture, commerce, management, hospitality, media, education, arts, design and other areas of scholarship that will best serve the nation and the world at large.

The Institute is committed to generating, disseminating, and preserving knowledge, and to working with others to bring this knowledge to bear on Africa & the worlds great challenges.

We are dedicated to providing our students with an education that combines rigorous academic study and the excitement of discovery with the support and intellectual stimulation of a diverse campus team. We seek to develop in each member of the College of Africa team & community, the ability and passion to work wisely, creatively, and effectively for the betterment of humankind.

**College of Africa motto is “ The Education Hub of Africa ,” signifying the fusion of all African counties academic knowledge with practical purpose.**

College of Africa’s success is built on:

- a foundation of teams of excellent and inspiring staff,
- dedication to the highest standards in education and to the frontiers of creativity and curiosity in research
- appreciation of what students want and how we support them in their goals

## **WHAT WE DO**

We get all students funding, educate and prepare global learners from all backgrounds, instilling professional skills and knowledge and the capacity and drive for lifelong learning. We undertake research that is inspired by global challenges and opportunities, delivers economic and social benefits and which informs our teaching.

## **HOW WE DO IT**

We operate through a partnered, end-user informed culture of tuition financial assistance, teaching and research with a commitment to outstanding service, continuous improvement and sustainability.

## **WHAT WE VALUE**

**I** ntegrity  
**D** iversity and social justice  
**E** ngagement and collaboration  
**A** gility and innovation  
**S** cholarship and excellence

# CAMPUS ORGANOGRAM



**GROUP CHIEF  
EXECUTIVE OFFICER**  
(Vacant)



**PRESIDENT**  
The Founder  
Ms. Ipfi R Maumela



**CAMPUS DIRECTOR**  
Ms. F Mukwevho



**DEAN**  
(Vacant)



**DEPUTY DIRECTOR**  
Academic Programmes  
(Vacant)



**DEPUTY DIRECTOR**  
Corporate Services  
(Vacant)



**DEPUTY DIRECTOR**  
Finances  
(Vacant)



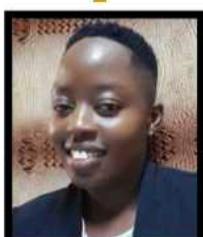
**DEPUTY DIRECTOR**  
Innovation & Development  
Mr. ET Chauke



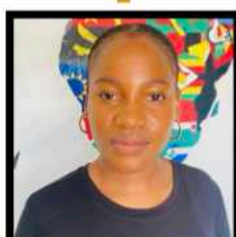
**HOD BUSINESS  
FACULTY**  
Mr. P Makokona



**HOD ENGINEERING  
FACULTY**  
Mr. M Muvhango



**ACTING HOD  
OPERATIONS**  
Ms. A Seabela



**HOD MATRIC REWRITE &  
SKILLS PROGRAMMES**  
Ms. C Skosana



**HOD STUDENT  
SUPPORT &  
ADMIN**  
(Vacant)



**HOD OCCUPATIONAL  
PROGRAMMES & NCV**  
(Vacant)



# MEET CoA STUDENTS FROM VARIOUS FACULTIES





























# TAKE A GLIMPSE OF CoA GRADUATES





























# FIND OUT MORE ABOUT BOGUS COLLEGES



## WHAT IS A BOGUS COLLEGE?

A **BOGUS COLLEGE** IS ONE WHICH IS NOT REGISTERED WITH THE DEPARTMENT OF HIGHER EDUCATION AND TRAINING (DHET). ACCREDITED, LEGITIMATE COLLEGES AND UNIVERSITIES ARE FUNDED BY THE DHET (IF THEY ARE PUBLIC) OR REGISTERED WITH THE DHET (IF THEY ARE A PRIVATE INSTITUTION).

## ACCREDITED QUALIFICATIONS?



ALL QUALIFICATIONS OFFERED BY HIGHER EDUCATION INSTITUTES NEED TO BE ACCREDITED BY THE COUNCIL ON HIGHER EDUCATION.

YOU HAVE THE RIGHT TO ASK THEM FOR PROOF OF THIS.

EACH QUALIFICATION OFFERED MUST BE REGISTERED ON THE NATIONAL QUALIFICATIONS FRAMEWORK (NQF) & HAVE A NQF LEVEL RATING APPROVED BY THE SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA).

YOU HAVE THE RIGHT TO ASK FOR THE SAQA NUMBER AND NQF LEVEL INFORMATION FOR ANY QUALIFICATION YOU ARE INTERESTED IN.

## ALWAYS CHECK

ALWAYS CHECK THE DHET'S REGISTER OF PRIVATE HIGHER EDUCATION INSTITUTIONS ON THEIR WEBSITE BEFORE YOU REGISTER OR GIVE ANY MONEY TO A PRIVATE TERTIARY INSTITUTION

[HTTP://BIT.LY/CHECKBOGUS](http://bit.ly/checkbogus)

YOU CAN ALSO CALL THE DHET TO BE SURE

**0800 87 2222**

IF YOU HAVE BEEN SCAMMED BY A **BOGUS COLLEGE**, REPORT THEM TO THE SAPS AND DHET. YOU MAY NEED A LAWYER - CALL THE TOLL-FREE LEGAL AID ADVICE LINE ON 0800 110 110 FOR LEGAL ADVICE, OR SEND A PLEASE CALL ME TO 079 835 7179



[WWW.LEGAL-AID.CO.ZA](http://WWW.LEGAL-AID.CO.ZA)

Independent and within reach.



**QCTO** FRAUD AND ETHICS  
HOTLINE

Don't support it. Report it!  
**0800 322 322**  
[qcto@tip-offs.com](mailto:qcto@tip-offs.com)

**QCTO** FRAUD AND ETHICS  
HOTLINE

Don't support it. Report it!  
**0800 322 322**  
[qcto@tip-offs.com](mailto:qcto@tip-offs.com)







"The Education HUB of Africa"





# COLLEGE OF AFRICA

## ACCREDITATION

## DETAILS

Believe

Learn

Persist

Win

Dream

Strive

Power

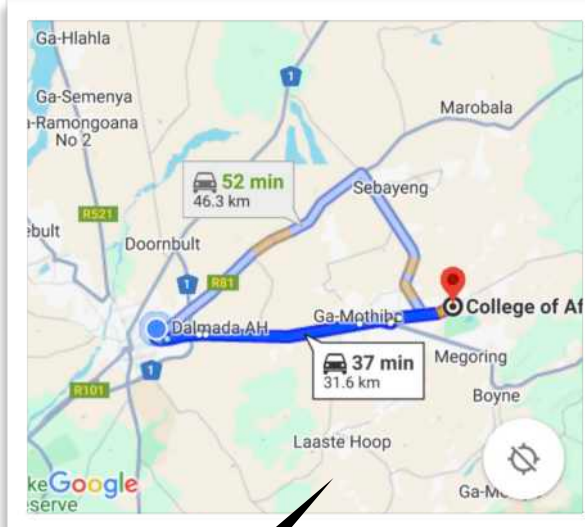
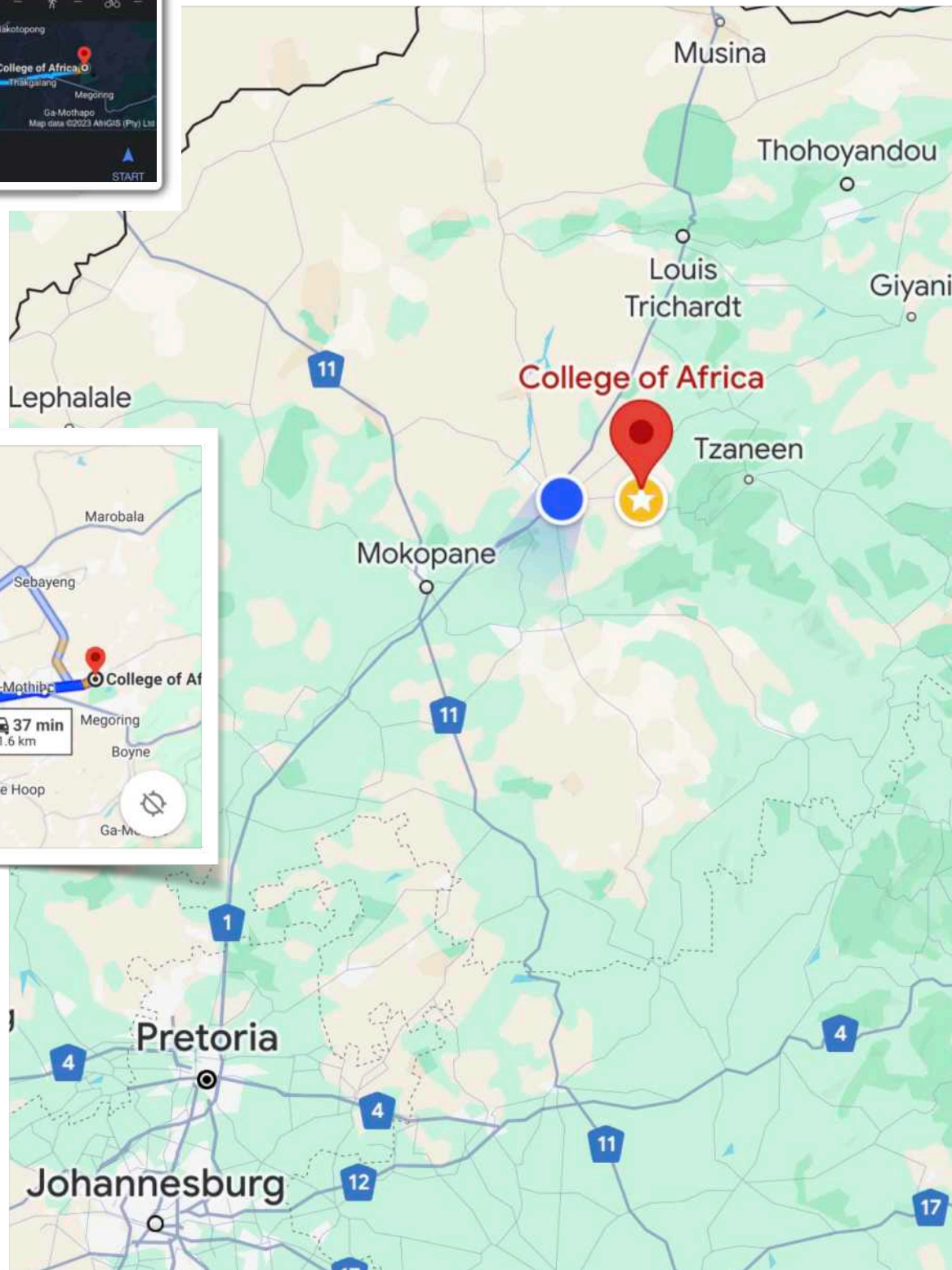
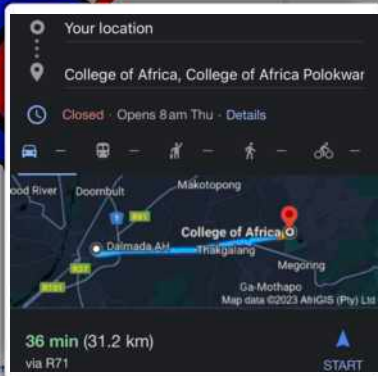


"The Education HUB of Africa"

ACCREDITED BY	ACCREDITATION No
1. DHET (Department of Higher Education)	Registration No: 2023/FE07/003
2. DHET Exam Center number	799992734
3. Umalusi DHET Registration number	DHET Registration No: 2023/FE07/003
4. QCTO (Quality Council for Trades & Occupations)	SDP 1224/19/00142
5. QCTO (Quality Council for Trades & Occupations)	SDP 201021-3281
6. QCTO (Quality Council for Trades & Occupations)	SDP 201021-3282
7. QCTO (Quality Council for Trades & Occupations)	SDP 201021-3283
8. QCTO (Quality Council for Trades & Occupations)	SDP 201021-3284
9. QCTO (Quality Council for Trades & Occupations)	SDP 201021-3285
10. QCTO (Quality Council for Trades & Occupations)	SDP 91222050033
11. QCTO (Quality Council for Trades & Occupations)	SDP 100223054447
12. QCTO (Quality Council for Trades & Occupations)	SDP 110223064718
13. QCTO (Quality Council for Trades & Occupations)	SDP 100223055153
14. QCTO (Quality Council for Trades & Occupations)	SDP 211023045403
15. QCTO (Quality Council for Trades & Occupations)	SDP 171123051417
16. QCTO (Quality Council for Trades & Occupations)	SDP 171122164331



## How to find us . . .



### DRIVING DIRECTIONS

GPS <https://maps.google.com/?q=-23.873646,29.758047>

"From the N1, drive to polokwane and the after to mankweni hospital, which you will pass on your left & as keep driving until you pass the university of Limpopo gate 1 on your right & keep driving for 1 km & you will see college of africa on the right side from the main road.

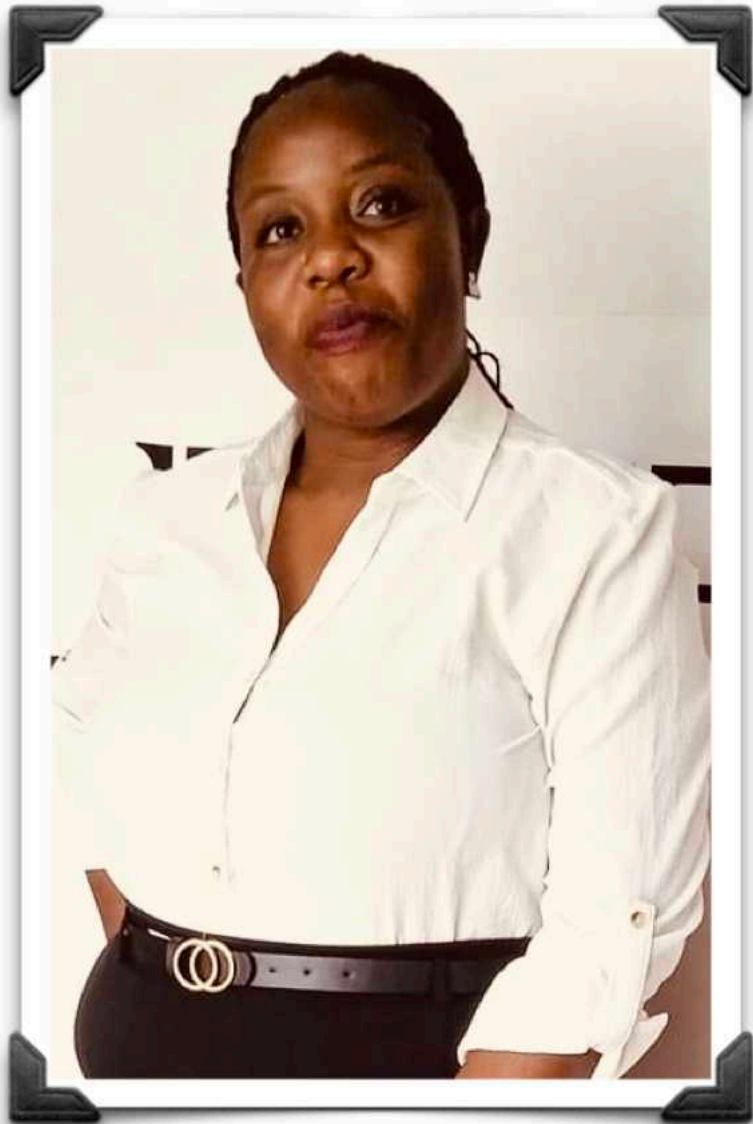
With public transport, go to polokwane taxi rank & catch a taxi to College of Africa thats at Gakama, Turfloop. They'll drop you off at our campus gate



# Congratulatory Message

## Dear: Students !

Welcome and congratulations on your acceptance to College of Africa. Earning a place in our community of scholars is no small achievement and we are delighted that you selected College of Africa to continue your intellectual journey!



**Fhulufhelo Mukwevho**  
**Campus Director**  
**COLLEGE OF AFRICA (CoA)**

We are more than delighted to welcome you to the CoA community, where your energy and excitement enrich our vibrant campus life. Whether you are beginning or continuing your educational journey with us, we look forward to learning, exploring, and growing together.

At College of Africa, you – our students – are our highest priority, and we are dedicated to both your academic and personal growth. As you experience our campus and all it has to offer, we hope you will feel the strong sense of community that is at our core. We are not only passionate about education, but care deeply about our neighbours, our environment, and each other. This attitude of sensitivity and support informs our approach to daily campus life.

We work collaboratively to foster a campus culture that is compassionate, inclusive, supportive, and safe. This is a place where we celebrate our differences, and learn from the variety of perspectives represented in our vibrant community. By honouring and respecting each other, we create a living and learning environment where we can all pursue our dreams & reach our highest potential.

This is also a place of high ambition and broad impact. You will find that academic excellence and diversity are central to College of Africa's mission even though it is our people who continue to make College of Africa shine, especially our students. I am proud and honoured to have you at College of Africa.

I do hope that each of you, both old & new, will enter into your classroom engagements & student activities with true participation, sharing & growth. We at College of Africa wish to fulfil your tertiary dreams & aspirations. We will serve you to our fullest.





