

DOCUMENT RESUME

ED 421 315

RC 021 560

AUTHOR Craemer, Helmien, Ed.; Verster, Annetjie, Ed.
TITLE Student's Guide to Distance Education in South Africa, 1998.
Third Edition.
INSTITUTION Human Sciences Research Council, Pretoria (South Africa).
ISBN ISBN-0-7969-1862-7
PUB DATE 1998-00-00
NOTE 159p.
AVAILABLE FROM Human Sciences Research Council, P.O. Box 5556, Pretoria,
South Africa 0001; e-mail: JEls@beauty.hsrc.ac.za (R49.95
plus 25% overseas postage; foreign orders payable in U.S.
funds).
PUB TYPE Guides - Non-Classroom (055) -- Reference Materials -
Directories/Catalogs (132)
EDRS PRICE MF01/PC07 Plus Postage.
DESCRIPTORS Adult Education; *Colleges; Course Selection (Students);
*Courses; *Distance Education; Foreign Countries; Higher
Education; Secondary Education; *Technical Education;
Technical Institutes; *Vocational Education; Vocational
Schools
IDENTIFIERS *South Africa

ABSTRACT

This guide offers students an overview of most of the reputable distance-education courses in South Africa. The introduction outlines guidelines for choosing higher education and vocational training courses: features and forms of distance education; how to select the right course; how to choose between different education providers (private colleges, technical colleges, colleges of education, technikons, and universities); coping with the demands of distance education; and judging institutional and course quality (credibility, objectives, study materials, self-assessment, and support for learners). The main part of the directory consists of program listings by 157 broad subject areas. Under each subject, institutions are listed in alphabetical order with degree/diploma granted, duration of the program, entry qualifications, and a brief note about the program. Fields of study are indexed by specific subjects and by granting institutions. Mailing addresses and telephone and fax numbers of the institutions are also given. (SAS)

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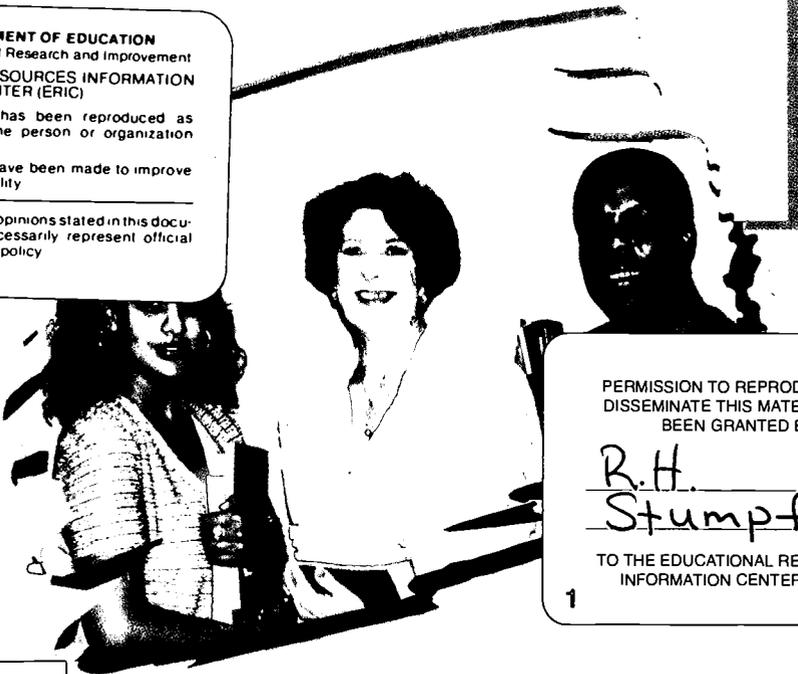
STUDENT'S *Guide to* DISTANCE EDUCATION IN SOUTH AFRICA

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- Personal Assistant

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- Windows 95 • MS Word
- MS Office (95 and 97)
- PC Specialist • COBOL
- Programming in C

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- Diesel Mechanic • Electronics
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- Analytical Chemistry
- Air Con. & Refrigeration
- Mechanical Engineering Tech.
- Mechanical Draughting

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- Beauty Care • Gourmet Cooking

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- Marketing* • Sales*
- Advertising • Tourism
- Marketing Communications
- Project Management
- Estate Agent

- Bookkeeping • Cast
- Pastel Accounting*
- Junior Secretary
- Ward Perfect Office Suite*

- IBS • FASA • ACCA • SAIM

- GCE • Standard 10*
- MCSD • MCSE NT 4.0
- Visual Basic*
- Access • Excel
- Introduction to Programming
- PASCAL • Programming Dip.
- WardPerfect Office Suite*

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- Appliance Repair • Welding
- Toolmaker • Building
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- Fire Engineering (IFE)
- Electrical Engineering Tech.
- Motor Vehicle Technology
- Architectural Draughting
- Franchising □ Fundraising
- Commercial Art
- Child Day Care
- Dental Office Assistant
- Horticulture

- Gardening • Flower Arranging
- Recreational Art
- Short Story Writing

- Spanish • Xhosa • Zulu

- Principles of Purchasing
- Human Resources
- Industrial Relations
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- Production Planning & Control
- Information Systems
- General Management*
- Internal Auditing
- Certified Accounting
- Professional Secretary
- Girl Friday

- TETASA • SAIF
- Standard B - equivalent*
- CNA • CNE • Internet
- PC Repair
- PowerPoint
- PC Literacy • PC Skills
- Systems Analysis & Design

- NI-N3* □ Motor Mechanic
- Small Engine Repair
- Construction • GunPra
- Industrial Chemistry
- Motor Cycle Repair
- Quantity Surveying (ASAGS)
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- Engineering Draughting
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1998 STUDENT'S GUIDE TO DISTANCE EDUCATION IN SOUTH AFRICA

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**1998
STUDENT'S GUIDE TO
DISTANCE EDUCATION
IN SOUTH AFRICA**



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ISBN 0-7969-1862-7

Third edition, first impression 1998

Published by
HSRC Publishers
Private Bag X41
Pretoria
0001

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Compiled by the Unit: Human Resources Information and Development,
Human Sciences Research Council. Director: Elize van Zyl
Information compiled and edited by Helmien Craemer and Annetjie Verster

Cover design by Alta Benadie

Database pages and indexes automatically typeset using software developed by Riaan van Rooyen and Vaughn Cleminson of Ice Logic, Johannesburg

Imaging of database pages and indexes by Graphic Scan cc, Johannesburg

Printed and bound by National Book Printers, Drukkery Street,
Western Cape

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Acknowledgements

The HSRC gratefully acknowledges all those institutions who contributed to this guide by sending their information promptly. Without their co-operation the compilation of the guide would not have been possible.

A special word of thanks to Professor Zach Nel of the Rand Afrikaans University for his assistance in revising some of the content, his valuable comments and his support.

THE AUTHORS

DISTANCE EDUCATION

YOUR GUIDE TO CHOOSING THE BEST HIGHER EDUCATION AND TRAINING IN SOUTH AFRICA¹

INTRODUCTION

Distance education implies that you are able to learn independently, without a teacher. Distance education is an alternative to classroom education - it is an outstanding example of open learning because of the way it opens up learning opportunities to a wider range of people.

FEATURES

Here are some important characteristics of distance education:

- You must be able to take greater responsibility for your learning.
- It gives you the maximum degree of control over your learning.
- It allows you greater freedom in the sense that you can learn at your own pace and in your own time. However, there are still deadlines to meet, for example dates for written assignments and examination dates.
- Distance education takes place under the auspices of an institution. There are many different institutions or education providers, and you must be able to make an informed choice between them.
- You must also be able to choose from a wide variety of courses offered at different levels.
- There is less frequent help available from lecturers.
- You must be able to learn from materials and media.
- It requires more active than passive learning, and it can be formal or informal in nature.
- You must be able to learn alone or in small groups.
- It requires more self-assessment than conventional learning.

FORMS OF DISTANCE LEARNING

Distance learning can take on a variety of forms, sometimes offered in combination with each other. Some examples are the following:

- printed material packages for mail correspondence courses
- interactive audio/video tape material
- television aided learning
- computer-assisted instruction programmes, including Internet and computer conferencing

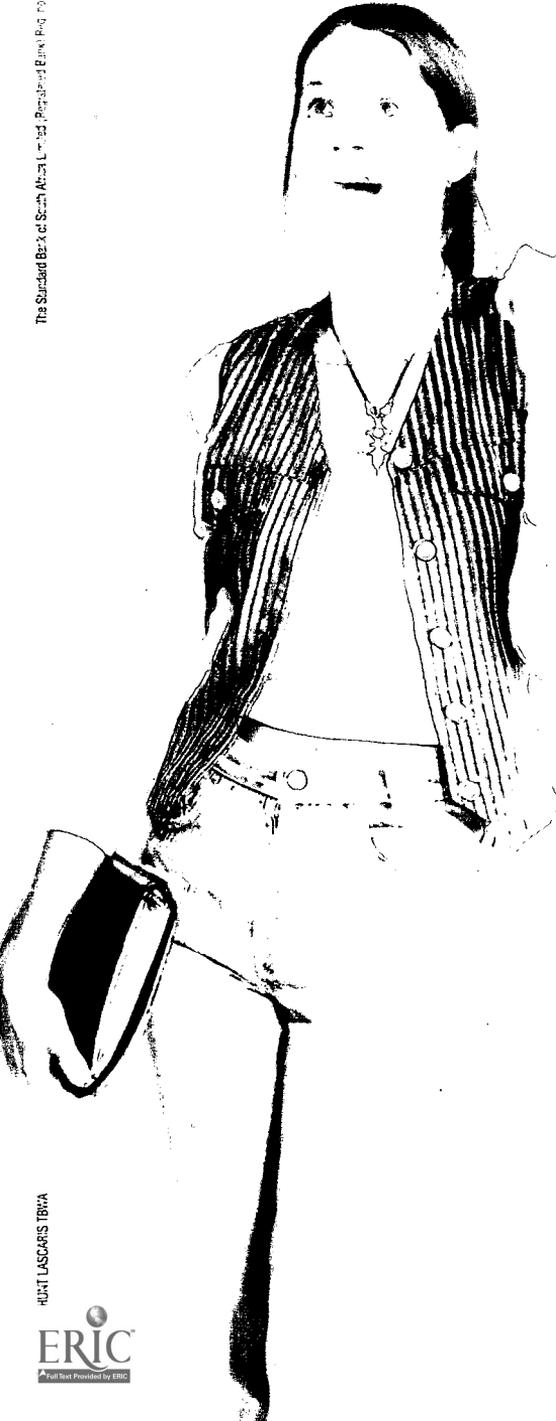
HOW DO I SELECT THE RIGHT COURSE?

As already mentioned, distance education offers you a wide variety of courses to choose from. The fields of study are diverse (accounting to youth work), from elementary level (Grade 7) to advanced postgraduate studies (M. Theology), from the well known (bank management) to the lesser known (auriculotherapy), from the technical (computer programming) to the aesthetic (fine arts), and from the abstract (philosophy) to the realistic (motor cycle repair).

How can I select the right course for my purpose? In this regard you will find this book very helpful as it gives you a good overview of most of the reputable courses available in South Africa.

In order to make a wise choice, you need to be clear about your reasons for wanting to do a distance education course. Here follows a check list in the form of questions you should consider before making a decision:

- What do I need the qualification for?
- Is there a need for such a qualification in the job market?
- What job do I want?
- What promotion am I looking for?
- Will the training improve my job skills?
- Does the course cover what I already know or will it extend my knowledge?
- Do I have the required entry qualifications and/or previous knowledge?
- Will I be able to afford the cost of the course?



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Taxation
Tax

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Language and Communication Practice
Library and Information Practice
Public Relations

Applied Natural Sciences

Agricultural Management
Animal Health
Commercial Floristry
Horticulture
Nature Conservation
Open Space & Recreation Management
Pharmaceutical Marketing

Business Management

Administrative Management (Financial)
Administrative Management (General)
Business Administration
Business Education
Commercial Administration
Commercial Practice
Credit Management
Management
Small Business Management
Winning Business Systems

Correctional Services Management

Correctional Services Management
Strategic Management for Correctional Services Managers
Professional Skills Development

Education, Training and Development

Biblical Studies
Child Therapy for Professionals
Education
Education: Management
Education: Post-school
Education: Technical
Parent Enrichment
Residential Child Care
Theology
Child and Youth Development
• Child and Youth Care
• Youth Work

Engineering

Air-conditioning
Air Pollution Control
Aluminium
Coal Mining
Corrosion Control
Engineering: Chemical
Engineering: Civil
Engineering: Electrical

Logistics Management

Organization and Work Study (Civil Service)
Organization and Work Study (Factories)
Organization and Work Study (Offices)
Production Management
Purchasing Management
Safety Management

Marketing

Marketing
Travel and Tourism
Profit from Tourism
Tour Guide - Gauteng

Police Practice

Policing

Public Management and Development

Government Finance
Local Government Finance
Local Government Management
Public Management

Real Estate and Economics

Banking
Economic Management
Analysis
Real Estate: Property Marketing
Real Estate: Property Practice
Real Estate: Property Valuation
Transport Economics

Security Management

Security Management

BUREAU FOR PUBLIC MANAGEMENT DEVELOPMENT

The following non-formal short courses, certificate programmes and seminars are offered:

Certificate in Local Government and Development Management
Foundation Capacity Building Programme:
Local Government Management
Councillor Orientation Programme
Local Government Supervisory, Middle and Senior Management Development Programme
Conflict Resolution and Negotiation Skills Workshop
Seminar: Change Management
Certificate Programmes (13):
Disaster Management

INTEGRATED COMMUNITY BUILDING PROGRAMME

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Surface Mining
Water Care

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Human Resource Management

Information Technology

Information Technology
Financial Information Systems

Law

Civil Law Administration
Corporate Administration
Registration of Deeds

To obtain more information on Technikon SA's career specific programmes, contact the TSA regional office closest to you: Benoni (011) 421-6514/16, Bloemfontein (051) 430-4353, Cape Town (021) 946-1425/6, East London (0431) 43-9246, Giyani (0158) 22005, Kimberley (0531) 82-6391, Kroonstad (0562) 32053/4, Middelburg (013) 282-4115, Mmabatho (0140) 84-4185/7/90, Newcastle (03431) 24048/54, Nelspruit (013) 755-2476, Oudtshoorn (044) 272-5177, Pietermaritzburg (0331) 94-5778, Pietersburg (0152) 297-4476/7/8, Pinetown (031) 709-3737/8/9, Port Elizabeth (041) 55-5562/4/8, Potchefstroom (0148) 294-3341, Pretoria (012) 326-5950/1/2/3 or contact our main campus in Florida on (011) 471-3500.

e-mail: info@tsamail.trsa.ac.za Internet: <http://www.trsa.ac.za>

HOW DO I CHOOSE BETWEEN THE DIFFERENT EDUCATION PROVIDERS?

This book lists a wide variety of institutions that provide distance education.

Although there is some overlap between training and educational institutions, it is useful to understand the nature of the different institutions. The following brief description outlines some of the differences between education providers:

Private colleges

You may be surprised to know that private colleges are the largest single sector providing training and higher education to students in South Africa. Last year more than 350 000 students registered for various courses at private colleges.

Many private colleges offer high school subjects, while others offer a wide range of skills-based, work-relevant certificates or diplomas in conjunction with professional institutes and associations. The courses are practical, recognized and highly effective. Private colleges also offer degree courses that are accredited with certain universities.

Before enrolling at a private college, ensure that it is acknowledged and reputable by establishing whether it is a member of the Association of Private Colleges in Southern Africa (APCSA).

Technical colleges

These are training institutions that equip students with knowledge and skills that prepare them for specific trades or occupations. Here you learn by doing things that will enable you to carry out the particular job at the end of your training.

Studies at technical colleges are open to individuals who have passed at least Grade 9 (Std 7). In some courses, however, you may be required to have passed a higher standard, particularly in mathematics. Technical colleges usually offer technical, commercial, arts and cultural enrichment courses. These courses are referred to as National Technical Certificates (also known as N Certificates) and range from N1 to N6.

Colleges of education

Colleges of education offer a wide variety of general and specialized diplomas in education. All these diplomas are accredited for teaching and promotion purposes.

Technikons

Technikons are training institutions that provide career-oriented education of a high standard. You would therefore enrol for a course that provides you with theoretical knowledge as well as practical know-how and skills. Technikons strive for a balance between theory and the application of theory in real work situations. To acquire skills that are immediately useful to the employer, you have to spend part of your training gaining theoretical knowledge at the technikon and the other part of your training at the work place, learning to do the practical aspects of the work.

You need at least a Senior Certificate (Std 10/Grade 12), or equivalent, to be admitted to a technikon. Technikons offer a wide range of courses that lead to a certificate, diploma, higher diploma as well as Bachelor's, Master's and Doctoral Degrees in technology in selected fields of study. The nature and duration of the courses and the entry requirements are also given in this publication. As in the case of universities, you must apply at an early date for admission. In many instances selection also takes place.

Universities

Traditionally, universities provide a broad general background to subjects and are more theoretical than practical. The aim is to provide an understanding of fundamental concepts in a particular discipline.

Many of the degree courses offered at South African universities require specific school subjects and a relatively high level of achievement in those school subjects before a student can be admitted to such courses.

WILL I BE ABLE TO COPE WITH THE DEMANDS OF DISTANCE EDUCATION?

If you do not have any experience of distance education, it will be difficult for you to assess whether you will be able to cope with the demands. You may find it useful to consider the following guidelines:

- Can I plan days and weeks ahead?
- Do I have the additional time available for extra studies?
- Can I study on my own with little or no help from a lecturer or tutor?
- Can I carry out independent reading of long articles and books?
- Can I make summaries and learn from the summaries?
- Can I concentrate for long periods of time?
- Do I have a dictionary available and do I know how to use it?
- Will I be willing and able to write an assignment?
- Can I struggle on my own to find a solution to a problem?
- Will I be able to write to a tutor for help with something that I find difficult?
- Can I travel to contact sessions at learning centres?
- Will my family and friends support me?

HOW DO I JUDGE WHETHER OR NOT I'M GETTING A GOOD DEAL?

Before you enrol for on a course, evaluate the course according to the following guidelines:

Credibility

- Is the distance education provider a member of The South African Institute for Distance Education?
- How does the course fit into the new National Qualifications Framework?
- Is there a detailed description of the curriculum available so that I can get an indication of the subjects and topics that are covered?
- How widely will the qualification be recognized and accepted in the employer market?
- What is the opinion of people who have completed the course about its usefulness?

Objectives and learning outcomes

- Is there a clear indication of any prerequisite skills or knowledge?
- Does the package state its learning objectives?
- Are the objectives presented in a friendly and clear way?

Study material

- Is the study material available in a package format?
- Is the material attractive to look at and handle?
- Is the material broken up into manageable sections?
- Is each section introduced in a meaningful and stimulating way?
- Does the introduction alert readers to the way the material is organized and designed to work?
- Is the study time stated in the materials and is this time reasonable?
- Is it easy to find my way around each section?
- Is there a clear explanation on how to use the material?
- Is the material interesting and relevant?
- Is the language clear and user friendly?
- Does the material avoid any sudden jumps in level?
- Does the material include frequent exercises or questions?
- Is there sufficient white space for learners to write notes, answer questions and to do calculations?
- Does the material ensure that the average learner will achieve the objectives?
- Is there a clear and useful summary?

Self-assessment

- Are there any self-tests that can indicate to what extent I have attained the learning objects?
- Are the tasks clearly explained?
- Are the questions and tasks stimulating?
- Are there assignments for assessment by a tutor?
- Do tutors provide immediate feedback?
- Does the feedback include encouragement and praise?
- Does the feedback help you to establish if your answers were right, and if not, why not?

Support for learners

- Will I receive help with my learning skills?
- Will I be shown how to use unfamiliar media?
- Will I receive regular feedback on my progress?
- Will my assignments be returned to me soon enough to enable me to learn from my mistakes?
- Will my tutor keep in regular contact with me?
- Will I find it easy to contact my tutor?
- Will there be someone I can contact immediately if I encounter difficulties I cannot sort out myself?
- Will I be put in touch with other students so that we can work together if we want to?
- Will I have access to the necessary equipment or facilities?
- Will I receive a final assessment of my progress in the course?

CONCLUSION

As you can see, there are many factors to take into consideration before embarking on a distance learning course. Once you have taken all of these factors into consideration you will be able to make a wise choice about your education - the best possible investment in your future. We wish you great success!

ⁱ The inputs of the South African Institute for Distance Education (SAIDE) into this section is hereby acknowledged.

Checklists partly derived from p.E.2, 3, 5 & 6 of *Ensuring Quality in open Learning: A Handbook for Action*. Manpower Services Commission: U.K.

Details of Courses

Accounting

Damelin Correspondence College

Inst of Administration & Commerce
(IAC) Dip: Accounting

Duration: 2 years

Entry Qualification: The Certificate in Business Management

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Intec College

Inst of Administration & Commerce
(IAC) Cert in Accountancy

Duration: 6 - 12 months

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

Intec College

Intec Cert in Accounting

Duration: 6 - 12 months

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

Inst of Administration & Commerce
(IAC) Dip in Accountancy

Duration: 1 - 3 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Intec College

Intec Dip in Accountancy

Duration: 1 - 2 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

The Chartered Association of Certified Accountants (ACCA)

Duration: 3 years

Entry Qualification: Std 10 with exemption or equivalent

Lyceum College

Inst of Administration & Commerce
(IAC) Dip: Accounting

Duration: 3 years

Entry Qualification: Std 10. Age, general educational background and actual business experience will also be taken into consideration

The HSRC evaluated this Diploma as equivalent to Std 10 + 3 years of study

Lyceum College

Three-year University Accredited Dip: Accounting

Duration: 3 years

Entry Qualification: Std 10, but age and applicable experience will also be taken into consideration

This Diploma is accredited by the University of Pretoria

Success College

Chartered Association of Certified Accountants (ACCA): Introductory Dip in Accountancy

Duration: 2 years

Entry Qualification: Std 10 with exemption (50% average) and Mathematics and English

This Diploma is offered in co-operation with the University of Pretoria

Success College

Inst of Administration & Commerce (IAC) Dip: Accounting

Entry Qualification: Std 10

A full IAC Diploma comprises 14 subjects. Completion of the 6 core subjects leads to obtaining the Intermediate Certificate. The Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study. The Commission for Administration recognises IAC Diploma holders for appointment and promotion purposes in the Public Service

Technikon SA

Cert: Accounting for Attorneys

Duration: 1 year

Technikon SA

National Dip: Accounting

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

University of South Africa

Cert in Intermediate Financial Accounting

Duration: 6 months

Entry Qualification: The Certificate in Fundamental Accounting or equivalent qualification

University of South Africa

Course in Fundamental Accounting

Duration: 10 months

Entry Qualification: No formal educational qualifications

University of South Africa

Course in Practical Accounting

Duration: 9 months

Entry Qualification: Senior Certificate

University of South Africa

Course in the Basic Principles of Financial Statement Analysis & Interpretation

Duration: 10 months

Entry Qualification: Senior Certificate

This course is intended for persons involved in clerical or basic accounting work as well as businessmen/women interested in the analysis and interpretation of financial statements, reports etc.

University of South Africa

B.Compt.

Duration: 3 years

Entry Qualification: Std 10 with university admission and Mathematics HG 40% or SG 50%

University of South Africa

B.Compt.(Hons.)

Duration: 1 year

Entry Qualification: B.Compt. or another degree in Accounting Sciences with appropriate subjects

Actuarial

Actuarial Education Service

Actuarial Course

Duration: Approximately 3 - 5 years after graduation

Entry Qualification: Std 10 with university admission or an appropriate university Degree. Std 10: Mathematics 70% HG and Mathematics 70% within the last 4 years OR Mathematics and Mathematical Statistics or Actuarial Science 65% at an approved university. Graduates: Mathematics as major and 60% for one course in Mathematics OR Mathematics I plus Mathematical Statistics or Applied Mathematics as major and 60% for one of these major courses OR a pass in a university course at a level that would make applicant eligible for an exemption from any one of the Institute or Faculty examinations in fundamentals of Actuarial Mathematics, Statistics or Actuarial Mathematics

Actuarial qualifications are acknowledged worldwide. According to the HRSC this Diploma is equivalent to a Std 10 plus 5 years professional study

Advertising

Damelin Correspondence College

Damelin Dip in Advertising

Duration: 1 year

Entry Qualification: Std 10 (Grade 12) or appropriate experience

Damelin Correspondence College

Inst of Marketing Management (IMM)
Graduate Dip in Advertising

Duration: 1 year

Entry Qualification: The Certificate in Marketing Levels 1 & 2

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Erdec College

Dip in Advertising

Duration: 18 months

Entry Qualification: Std 10 or 3 years experience

Intec College

Inst of Marketing Management (IMM)
Dip in Advertising

Duration: 3 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Agriculture & Farm Administration

Azaliah College of Further & Higher Education

Management Cert (4-6): Agriculture

Fields: Crop Production, Horticulture, Large Stock, Small Stock

Duration: 6 months per Certificate

Entry Qualification: Std 10 or Certificate 3: Agricultural Studies

Azaliah College of Further & Higher Education

Vocational Cert (1-3): Agricultural Studies

Duration: 6 months per Certificate

Entry Qualification: Std 5 and 16 years of age

Distinction College

Cert in Broiler Production

Duration: Determined by student

Entry Qualification: Std 8 or appropriate experience in the poultry industry

Courses are in English and aimed at those wishing to enter the broiler industry either as farmers, farm managers or advisors, poultry extension staff and advisory officers or existing broiler producers wishing to improve management and productivity

Distinction College

Cert in Egg Production

Duration: Determined by student

Entry Qualification: Std 8 or appropriate experience in the poultry industry

Courses are in English and aimed at those wishing to enter the egg production industry either as farmers or advisors, poultry extension staff and advisory officers or existing egg producers wishing to improve management and productivity

Intec College

Cert in Farming for Smallholders

Duration: Approximately 12 months

Entry Qualification: Std 8 or N1 or equivalent

Lyceum College

Accredited Diplomas in Agriculture

Fields: Livestock Science, Plant Production

Duration: 1 year

Entry Qualification: Preferably Std 10, but age and applicable experience will also be taken into consideration

This Diploma is on the level of Std 10 + 1 year of study

Air Pollution Control

Technikon SA

National Cert: Air Pollution Control

Duration: 1 year

Entry Qualification: A qualification in Public Health or Std 10 with 2 years appropriate experience

Anatomy & Physiology

Complementary Health Studies Centre

Anatomy & Physiology Course

Duration: 12 modules and 1 two-day practical

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive the BSY Diploma

Animal Studies

Technikon SA

National Dip: Animal Health

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded). Admission is restricted to animal health technicians

who are part-time, permanent or contract workers of the Directorates of Animal Health (Dept of Agriculture)

Technikon SA

National Dip: Laboratory Animal Technology

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded). Written evidence of access to facilities of an approved laboratory where laboratory animals are kept

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Archival Science

Technikon SA

National Higher Dip: Archival Science

Duration: 2 years

Entry Qualification: Any three-year Degree or Diploma

Art

Intec College

Cert in Basic Art & Drawing

Duration: Approximately 18 months

Entry Qualification: Std 8

Intec College

Dip in Commercial Art

Duration: 2 years

Entry Qualification: Certificate in Basic Art & Drawing or Art at Std 10 level

There are career opportunities in advertising, publishing, record companies, textile manufacturing, television studios, etc.

University of South Africa

B.A.(Fine Arts)

Duration: 4 years

Entry Qualification: Std 10 with university admission

Students must be able to attend 2 practical workshops per year

Banking

Success College

University-accredited Dip: Bank Management

Duration: 3 years

Entry Qualification: Std 10 with Mathematics HG 40% or SG 50%

A Certificate is obtained after the 1st year and a Higher Certificate after the 2nd year. The University of Pretoria acknowledges the academic subjects as credits towards the completion of a B.Com. Degree

Technikon SA

National Dip: Banking

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Beauty Care / Skin Care

Intec College

Beauty Care & Personality Course

Duration: Approximately 5 months
Entry Qualification: No requirements

Stellenbosch Academy of Health & Skin Care

Stellenbosch Academy of Health & Skin Care Cert in Modular Training
Duration: 3 - 9 months per module (several modules may be taken simultaneously)

Entry Qualification: Std 10

Biblical Studies

AFM Theological College (Distance Education) / International Theological Institute

Cert in Basic Biblical Truths
Entry Qualification: No formal requirements

AFM Theological College (Distance Education) / International Theological Institute

Cert in Bible Study for all Ages
Entry Qualification: No formal requirements

Rhema Correspondence Bible School

Biblical Studies Reading Course
Duration: Student proceeds at own speed

Entry Qualification: No specific requirements

Individual subjects are studied one at a time and credit units can be earned for the Diploma

Rhema Correspondence Bible School

Biblical Studies Short Course

Duration: Each course contains 4 or 5 lessons. Student proceed at own speed

Entry Qualification: No specific requirements

Individual subjects are studied one at a time and credit units can be earned for the Diploma

Rhema Correspondence Bible School

Dip in Biblical Studies

Duration: 3 years. This course comprises 32 seperate lessons.

Student proceed at own speed

Entry Qualification: No specific requirements

A Certificate or Diploma is awarded on the successful completion of each year

SA Theological Seminary

Dip or Cert in Biblical Studies

Duration: Diploma: 1 440 hours of study. Certificate: 720 hours of study

Entry Qualification: No formal requirements

Earns 144 out of 360 credits needed for a B.Th. Degree

Technikon SA

Technikon Cert: Biblical Studies

Duration: 1 year

Entry Qualification: This course is for students who do not have Std 10

After completion of this Certificate the student may enter the B.A.(Theology) Degree programme

Bookkeeping

Allenby In-Home Study

Dip in Bookkeeping

Entry Qualification: No formal requirements

Allenby In-Home Study

Advanced Dip in Bookkeeping

Entry Qualification: A thorough knowledge of basic bookkeeping or the Allenby In-Home Study Diploma in Bookkeeping

Damelin Correspondence College

DMS Dip: Bookkeeping (DDB)

Duration: 6 - 12 months

Entry Qualification: Std 8 (Grade 10) or appropriate experience

Erdec College

Dip in Bookkeeping

Duration: 12 months

Entry Qualification: Std 10 or 3 years experience

Intec College

Inst of Certified Bookkeepers (ICB)

Associate

Duration: 6 - 12 months

Entry Qualification: Certificate level of the Inst of Certified Bookkeepers (ICB) or equivalent

Intec College

Inst of Certified Bookkeepers (ICB)

Cert

Duration: 6 - 12 months

Entry Qualification: Std 8 or 16 years of age

Intec College

Inst of Certified Bookkeepers (ICB)

Fellowship

Duration: 6 - 12 months

Entry Qualification: Associate level of the Inst of Certified Bookkeepers (ICB) or equivalent

Intec College

Intec Cert in Bookkeeping & Accountancy

Duration: 6 - 12 months

Entry Qualification: Std 8 or 16 years of age

Lyceum College

Inst of Certified Bookkeepers (ICB)

Cert, Associate Cert & Fellowship Cert

Educational evaluation by the HSRC:

Associate - training in the field of

bookkeeping at the level of Std 10;

Fellow - training in the field of

bookkeeping at the level of Std 10 + 1 year of study

Lyceum College

Inst of Vocational Studies (IVS) 18-

month Cert (Bookkeeper, Cashier)

Duration: 18 months

Entry Qualification: Std 10 or the

Institute's Certificate Part 3 or

equivalent qualification

Success College

Inst of Certified Bookkeepers (ICB)

Cert, Associate Cert & Fellowship Cert

Entry Qualification: Candidate must be

16 years of age to enter for the

examination for the Certificate (ICB).

The Certificate is required to obtain an

Associate Certificate of Membership

(AICB). An Associate Certificate is

required to obtain a Fellow Certificate of Membership (FICB)

Bridging Programme

COLSA (College for Open Learning)

B.Ed. Bridging Cert

Duration: 6 months

Entry Qualification: A Further Diploma in Education or a Higher Education Diploma or a Four-year Education Diploma or a Diploma in Nursing Education or T3/S3/N6 Teaching Diploma plus a Certificate in Training Access to a computer training facility

University of South Africa

Cert: Student Development

Duration: 7 months

Entry Qualification: No formal educational qualifications

The course is intended for prospective students who want to prepare themselves for tertiary studies

Building & Construction

Distancekol

National Cert (N1-N3): Building-related Courses

Duration: 3 months per N level

Entry Qualification: Std 7 with Mathematics and Science

Distancekol

National Cert (N4-N6): Building-related Courses

Duration: 3 months per N level

Qualification: N3

Intec College

Cert in Construction Technology

Duration: Approximately 12 months

Entry Qualification: Std 8 or N1

Intec College

Dip in Construction Technology

Duration: Approximately 18 months

Entry Qualification: Certificate in Construction Technology (exemption from the certificate may be granted on the basis of previous qualifications)

Lyceum College

National Cert (N1-N3): Building Trades

Entry Qualification: Background experience of subjects involved

To qualify for the National Senior Certificate, four N3 subjects plus English and Afrikaans at Std 10 level are required

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Construction Manager, Building Manager)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3

Lyceum College

One-year Dip: Building Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Milwaukee International Colleges

Dip in Practical Building

Duration: 4 - 6 months

Entry Qualification: Ability to read and write English and work with one's hands

Success College

National Cert (N1-N3): Building Trades

Entry Qualification: N1 is required for N2 and N2 is required for N3

Technisa (Technical College of South Africa)

National Cert (N1-N3): Building

Duration: 3 months per N level

Entry Qualification: Std 7 or National Certificate (Orientation) or ETS (Elementary Technisa Studies)

Technisa (Technical College of South Africa)

National Cert (N4-N6): Building

Duration: 3 months per N level

Entry Qualification: N3 or Std 10 with appropriate subjects

Business Administration

Allenby In-Home Study

Cert in Business Administration Skills

Entry Qualification: No formal requirements. A working knowledge of English

This Certificate is designed for students without a formal education

Allenby In-Home Study

Thames Valley University Bachelor of Business Administration (BBA)

Entry Qualification: Std 10 with university admission or equivalent

The course consists of 3 levels. Upon completion of level 1, the Certificate in Higher Education is obtained, upon completion of level 2 the Diploma in Higher Education is obtained and upon completion of level 3 the B. Degree in Business Administration is obtained

Azaliah College of Further & Higher Education

Management Cert (4-6): Business Administration

Duration: 6 months per Certificate

Entry Qualification: Std 10 or N3 or Certificate 3

Azaliah College of Further & Higher Education

Dip in Business Administration

Duration: 18 months each for

Certificates I & II and 18 months for the Diploma

Entry Qualification: Std 10 (NSC) or N3 or Vocational Certificate 3 or Management Certificate

The Diploma can be obtained after the completion of Certificates I and II.

Diploma is equivalent to an M+3 qualification

Camdev Pty Ltd

Heriot-Watt University MBA Degree

Fields: Accounting, Economics, Finance, Marketing, Organisational Behaviour, Quantitative Methods, Strategic Planning

Duration: 18 months to 7 years

Entry Qualification: An Honours Degree or passes in 2 of the seven compulsory courses of this course or equivalent professional qualification. English language proficiency. The individual

courses are open to anybody without regard to previous academic qualifications
The MBA is rated at Matric + 5 years of study

Graduate Institute of Management & Technology

Henley MBA Degree
Duration: 2 - 3 years
Entry Qualification: An appropriate B. Degree and at least 2 years relevant work experience plus 2 references

Hawthorne University (SA)

Dip in Business Administration
Duration: 1 year
Entry Qualification: Std 7 and 25 years of age with 5 years relevant work experience OR Std 8 and 23 years of age with 3 years relevant work experience OR Std 10

Hawthorne University (SA)

International Dip in Business Administration
Duration: 1 year
Entry Qualification: Matric plus 2 years of study

Hawthorne University (SA)

Associate Degree in Business Administration (ABA)
Duration: 1 year
Entry Qualification: Matric plus 2 years of study

Hawthorne University (SA)

B. Business Administration (BBA)
Duration: 1 year
Entry Qualification: Matric plus 3 years

Hawthorne University (SA)

Master in Business Administration (MBA)
Duration: 2 years
Entry Qualification: Matric plus 4 years of study

Hawthorne University (SA)

D. Business Administration (DBA)
Duration: Approximately 2 years
Entry Qualification: Masters Degree or equivalent

IMC Business School SA

Master in Business Administration (MBA) (by internet)
Duration: 18 - 24 months
Entry Qualification: B.A. or assessment of prior experiential learning + 4 yrs management experience
Access to a computer and internet compulsory. MBA - concurrent award with IMC and University of Surrey

Intec College

Inst of Administration & Commerce (IAC) Cert in Business Administration
Duration: 6 - 12 months
Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

Intec College

Inst of Administration & Commerce (IAC) Dip in Business Administration
Duration: 1 - 3 years
Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers

(ICB) Associate Certificate or equivalent

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Milpark Business School

Thames Valley University Master of Business Administration (MBA) Degree
Duration: 2 years with ten Saturday workshops per year at the Business School

Entry Qualification: This programme is designed for managers, professionals and recent graduates

The MBA programme is internationally recognised and the Thames Valley University Management School is a long-standing member of the Association of Business Schools

Potchefstroom University for CHE B.Business Administration (BBA)

Duration: 3 years

Entry Qualification: Std 10 with university admission

The University, in association with California State University, will issue a Certificate upon the successful completion of any BBA academic year

Potchefstroom University for CHE Master in Business Administration (MBA)

Duration: 3 years

Entry Qualification: Any Degree with approximately 2 years appropriate work experience

Students without a B. Degree must apply for admission to the Advanced Certificate in Applied Management I.

A Degree consists of 3 phases.

After completion of each phase, an Advanced Certificate in Applied Management may be issued as a stand-alone course, with full credits going toward the MBA programme

Technikon SA

National Dip: Business Administration

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Business Communication

University of South Africa

Programme in Business Communication

Duration: 1 year

Entry Qualification: Senior Certificate or equivalent qualification or relevant experience

Business Education

Technikon SA

National Preliminary Cert: Business Education

Duration: 1 year

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Business Management

Allenby In-Home Study

Dip in Business Management

Entry Qualification: Std 10 or 23 years of age with an equivalent qualification and a working knowledge of English

Allenby In-Home Study

Advanced Dip in Business Management

Entry Qualification: Allenby In-Home Study Diploma in Business Management or equivalent qualification and a working knowledge of English

Business Management Training College of Southern Africa

Dip in Business Management - Dip IBM

Duration: 1 year

Entry Qualification: Basic schooling with at least 2 years practical experience. At least 1 year in a supervisory position or owner of business
Teaching practical business skills.
Producing well balanced and effective managers. Diploma well recognised.
No year end examinations - 4 assignments have to be passed. Study loans available to deserving students

COLSA (College for Open Learning)

Cert in Business Management

Fields: Finance, Human Resource Management, Law, Marketing, Retail Business Management, Transport

Duration: 6 months

Entry Qualification: Std 8 or 23 years of age

ed by Technikon SA

Damelin Correspondence College

Inst of Administration & Commerce

(IAC) Cert: Business Management

Duration: 1 year

Entry Qualification: Std 10 (Grade 12) or appropriate experience

Damelin Correspondence College

Inst of Administration & Commerce

(IAC) Dip: Business Management

Duration: 2 years

Entry Qualification: The Certificate in Business Management

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Damelin Correspondence College

SA Inst of Management (SAIM) Dip:

Business Management

Duration: 1 year

Entry Qualification: Std 10 (Grade 12)

Damelin Correspondence College

SA Inst of Management (SAIM)

Intermediate Dip: Business

Management

Duration: 1 year

Entry Qualification: The SA Inst of Management (SAIM) Diploma in Business Management

Damelin Correspondence College

SA Inst of Management (SAIM)

Advanced Dip: Business Management

Duration: 1 year

Entry Qualification: The SA Inst of Management (SAIM) Intermediate Diploma in Business Management

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Erdec College

Dip in Business Leadership

Duration: 24 months

Entry Qualification: 5 years experience or Std 10 with 3 years experience or a tertiary qualification with 2 years experience

Erdec College

Dip in Business Management

Duration: 12 months

Entry Qualification: Std 10 or 3 years experience

Hampton Community College

Business Management Association (BMA) Dip (Associate level)

Fields: Adult Education, Bookkeeping, Cost Control, Human Resources, Public Relations & Marketing

Duration: 6 months per subject

Entry Qualification: No requirements
Associate membership is equivalent to matric. Certificates are issued for single subjects passed

Hampton Community College

Business Management Association (BMA) Dip (Fellow level)

Fields: Adult Education, Business Management, Financial & Cost Accounting, Human Resources, Public Relations & Marketing

Duration: 6 months per subject

Entry Qualification: No requirements
Fellow membership is equivalent to matric + 1 year of study. Certificates issued for single subjects passed

Hampton Community College

Business Management Association (BMA) Dip (Member level)

Fields: Adult Education, Bookkeeping, Human Resources, Public Relations & Marketing

Duration: 6 months per subject

Entry Qualification: No requirements
Member level is Standard 8 equivalent. Certificates are issued for single subjects passed

Intec College

Inst of Administration & Commerce (IAC) Cert in Business Management

Duration: 6 - 12 months

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

Intec College

Dip in Business Management

Duration: 6 - 12 months

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Intec College

Inst of Administration & Commerce (IAC) Dip in Business Management

Duration: 1 - 3 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Intec College

Intec Dip in Business Management

Duration: 1 - 2 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

The SA Inst of Management (SAIM) Intermediate Dip in Business Management

Duration: 12 months

Entry Qualification: The SA Inst of Management (SAIM) Diploma or equivalent

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Intec College

The SA Inst of Management (SAIM) Advanced Dip in Business Management

Duration: 12 months

Entry Qualification: The SA Inst of Management (SAIM) Intermediate Diploma or equivalent

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Lyceum College

Inst of Administration & Commerce (IAC) Dip: Business Management

Duration: 3 years

Entry Qualification: Std 10. Age, general educational background and

actual business experience will also be taken into consideration

The HSRC evaluated this Diploma as equivalent to Std 10 + 3 years of study

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip Parts 1, 2 & 3

Fields: Business Management, Entrepreneurship, Small Business Management

Duration: 18 months

Entry Qualification: Std 10 or the Institute of Vocational Studies Certificate Part 3

Success College

Inst of Administration & Commerce (IAC) Dip: Business Management

Entry Qualification: Std 10

A full IAC Diploma comprises 14 subjects. Completion of the 6 core subjects leads to obtaining the Intermediate Certificate. The Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study. The Commission for Administration recognises IAC Diploma holders for appointment and promotion purposes in the Public Service

Success College

University-accredited Dip: Business Management

Duration: 3 years

Entry Qualification: Std 10 with Mathematics HG 40% or SG 50%

A Certificate is obtained after the 1st year and a Higher Certificate after the 2nd year. The University of Pretoria acknowledges the academic subjects

as credits towards the completion of a B.Com. Degree

University of South Africa

Cert Programme in the Basics of Business

Duration: 1 year

The aim of this programme is to train entrepreneurs and managers in the basic principles of underlying business

University of South Africa

Programme in International Business

Duration: 1 year

Entry Qualification: Senior Certificate or equivalent qualification

University of South Africa

Master's Dip in Business Leadership

Duration: 4 years

Entry Qualification: B. Degree and at least 3 years appropriate work experience in an approved business

Witwatersrand Institute for Tertiary Tuition

Cert in Business Management

Duration: 6 months

Entry Qualification: Std 8

Certificate issued by Hawthorne University (SA)

Business Studies

Allenby In-Home Study

Inst of Business Studies (IBS) Cert

Entry Qualification: No formal requirements

It is strongly recommended that students without a formal high school

qualification first complete the Allenby In-Home Study Certificate of Business Administration Skills

Allenby In-Home Study

Inst of Business Studies (IBS) Dip

Entry Qualification: The IBS Certificate or any other qualification that the IBS has accredited

Azaliah College of Further & Higher Education

Vocational Cert (2-3): Business Studies

Fields: Accounting, Administrative, Entrepreneurship, Secretarial

Duration: 6 months per Certificate

Entry Qualification: Std 7 or Std 8 or N1

For the Secretarial option students must have access to a computer to enrol for Computer Practice NSC

Damelin Correspondence College

Dip: Inst of Business Studies (IBS)

Duration: 1 year

Entry Qualification: Std 8 (Grade 10)

Damelin Correspondence College

Advanced Dip: Inst of Business Studies (IBS)

Duration: 1 year

Entry Qualification: The Diploma of the Institute of Business Studies or Std 10 (Grade 12) with Mercantile Law, Business Economics or Economics or Std 10 (Grade 12) with 2 years full-time employment in an approved clerical capacity

Distancekol

National Intermediate Cert (NIC):

Business Studies

Duration: 1 year

Entry Qualification: Std 7

Distancekol

National Cert (N4-N6): Business Studies

Duration: 6 months per N level

Entry Qualification: N3

Distancekol

National Senior Cert (NSC): Business Studies

Duration: 1 year

Entry Qualification: National Intermediate Cert: Business Studies

Hampton Community College - London Chamber of Commerce & Industry Examinations Board (LCCI)

Group Diploma in Business Studies

Duration: 1 year

Entry Qualification: No requirements
These subjects are equivalent to GCE A Levels

Intec College

Intec Cert in Business Studies

Duration: 6 - 12 months

Entry Qualification: Std 8 or equivalent

Intec College

Inst of Business Studies (IBS) Dip in Business Studies

Duration: 6 - 12 months

Entry Qualification: Std 8 or equivalent

Intec College

Inst of Business Studies (IBS) Higher Dip in Business Studies

Duration: 6 - 12 months

Entry Qualification: Inst of Business Studies (IBS) Diploma or Std 10 with 2

years employment acceptable to the Institute

The IBS Higher Diploma is recognised by the HSRC as equivalent to a Business Matric

Pretoria College

National Cert (N1-N6): Business Studies

Duration: 6 months per N level

Entry Qualification: Std 10 (HG 40% or SG 50%) or N3

Technisa (Technical College of South Africa)

National Cert (N2-N3): Business Studies

Fields: Accounting, Administrative, Secretarial

Duration: 1 year per N level

Entry Qualification: Std 7

Technisa (Technical College of South Africa)

National Intermediate Cert (NIC): Business Studies

Fields: Accounting, Administrative, Secretarial

Duration: 1 year

Entry Qualification: Std 7

Technisa (Technical College of South Africa)

National Cert (N4-N6): Business Studies

Fields: Legal, Management Assistant

Entry Qualification: NSC or N3 or Std 10

Technisa (Technical College of South Africa)

National Senior Cert (NSC): Business Studies

Fields: Accounting, Administrative, Secretarial

Duration: 1 year

Entry Qualification: NIC

University of South Africa

Course in Business Environment & Information Technology

Duration: 9 months

Entry Qualification: Senior Certificate

Calligraphy

Intec College

Calligraphy Cert

Duration: Approximately 12 months

Entry Qualification: Std 8

Care of Children / the Aged / the Handicapped

Distancekol

National Intermediate Cert (NIC): Care of Children / the Aged / the Handicapped

Duration: 1 year

Entry Qualification: Std 7

Distancekol

National Senior Cert (NSC): Care of Children / the Aged / the Handicapped

Duration: 1 year

Entry Qualification: National Intermediate Cert

Intec College

Dip in Child Day Care

Duration: Approximately 18 months

Entry Qualification: Std 10

Technikon SA

National Dip: Residential Child Care

Duration: 3 years

Entry Qualification: Std 10 (people who are above the age of 23 with Std 8 and relevant work experience may apply for provisional admission)

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Technisa (Technical College of South Africa)

National Intermediate Cert (NIC): Care of Children / the Aged / the Handicapped

Duration: 1 year

Entry Qualification: Std 7

Technisa (Technical College of South Africa)

National Senior Cert (NSC): Care of Children / the Aged / the Handicapped

Duration: 1 year

Entry Qualification: NIC

University of South Africa

Cert in Child & Youth Care

Duration: 2 years

Entry Qualification: Senior Certificate

Chartered Secretaries & Administrators

Damelin Correspondence College

Inst of Chartered Secretaries & Administrators (CIS) Intermediate Cert
Entry Qualification: Std 10 (Grade 12) with university admission or, under certain conditions, Std 10 (Grade 12) without university admission

Damelin Correspondence College

Inst of Chartered Secretaries & Administrators (CIS) Final Dip
Entry Qualification: The CIS Intermediate Certificate
 This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Intec College

Inst of Chartered Secretaries & Administrators (CIS) Cert
Duration: 1 - 2 years
Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

Intec College

Inst of Chartered Secretaries & Administrators (CIS) Dip
Duration: 1 - 2 years
Entry Qualification: Inst of Chartered Secretaries (CIS) Certificate or equivalent
 Members are qualified to perform the duties of an accounting officer.
 Practising secretaries who have completed the requirements for Associate Membership

(ACIS) are accorded to degree status for employment purposes

Lyceum College

Inst of Chartered Secretaries & Administrators (CIS) Dip
Entry Qualification: Std 10 or Std 10 with matriculation exemption.
 Candidates under 23 years of age should have passed at least 5 subjects (50% SG or 40% HG). Candidates without Std 10 who are at least 23 years of age may be accepted for registration if they have passed 4 subjects at Std 10 level and have 3 years acceptable commercial experience. The subjects must include 1 official language and 1 of the following: Mathematics, Accounting or Physical Science
 This Diploma has been evaluated by the HSRC as equivalent to Std 10 + 3 years of study and is recognised by the State as equivalent to 3 years university study, i.e. B.Com.

Success College

Inst of Chartered Secretaries & Administrators (CIS) Dip
Entry Qualification: Std 10 with at least 5 subjects on SG 50% or HG 40%. Afrikaans or English and 1 of the following: Mathematics, Physical Science or Accounting plus 3 other academic or commercial subjects.
 Candidates of 23 years of age or older must have passed at least 4 Std 10 subjects based on the requirements above and render proof of sufficient business or management experience
 After completion of certain subjects an Intermediate Certificate is obtained

Chemistry

Distancekol

National Cert (N1-N3): Chemistry
Duration: 3 months per N level
Entry Qualification: Std 7 with Mathematics and Science

Distancekol

National Cert (N4-N6): Chemistry
Duration: 3 months per N level
Entry Qualification: N3

Intec College

Chemical Laboratory Assistant Cert
Duration: Approximately 12 months
Entry Qualification: Std 10

Intec College

Analytical Chemistry Dip
Duration: Approximately 18 months
Entry Qualification: Intec Certificate for Chemical Laboratory Assistant

Intec College

Dip in Industrial Chemistry
Duration: Approximately 18 months
Entry Qualification: Certificate for Chemical Laboratory Assistants

Church Management

AFM Theological College (Distance Education) / International Theological Institute
 Special Courses in Church Management - Sunday School
 ng, etc.

Entry Qualification: No formal requirements

Success College

Dip: Church Management
Duration: 18 months
Entry Qualification: Std 10 and/or being trained in Theology or application for entry based on age and relevant experience
 This Diploma is offered in co-operation with the University of Pretoria

Civil Investigation

Veritas Kollege vir Beroepsopleiding

Dip in Civilus (SA)
Duration: 46 study weeks
Entry Qualification: Std 8
 A qualified person may join the Civilological Profession and become a member of the S.A. Council of Civil Investigators and may also run a private practice

Clinical Sciences

Complementary Health Studies Centre

Basic Clinical Sciences Course
Duration: 12 modules
Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
 Students obtaining 70% or more receive the BSY Diploma

Coaching

Success College

Cert & Higher Cert: Science of Coaching

Duration: The Certificate is obtained after the 1st year and the Higher Certificate after the 2nd year of study

Entry Qualification: Std 10

These Certificates are offered in co-operation with the Rand Afrikaans University

Combustion Principles & Practice

Distancekol

National Cert: Combustion Principles & Practice

Duration: 1 year

Entry Qualification: Std 7 with Mathematics and Science

Technisa (Technical College of South Africa)

Cert in Combustion Principles & Practice

Commerce & Administration

Azaliah College of Further & Higher Education

National Dip: Commercial Administration

Duration: 18 months each for the National and the National Higher Certificates and 18 months for the National Diploma

Entry Qualification: Std 10 with Afrikaans or English HG 50% or SG 60% and Typing SG 50%

The National Diploma can be obtained after the completion of the National Certificate and the National Higher Certificate. The National Diploma is equivalent to an M+3 qualification

Damelin Correspondence College

Inst of Administration & Commerce (IAC) Intermediate Cert

Duration: 1 year

Entry Qualification: Std 10 (Grade 12) or appropriate business experience

Lyceum College

Pre-University Dip

Entry Qualification: Candidates with Std 10 with university admission whose marks are too low to gain entrance to a B.Com. Degree

After completion of the course, students gain automatic acceptance to the 1st year of the B.Com. Degree at the University of Pretoria and students will receive credits for semester courses already passed

Technikon SA

National Dip: Administrative Management

Fields: General, Financial

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Technikon SA

National Dip: Commercial Practice

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

University of South Africa

B.Admin.

Duration: 3 years

Entry Qualification: Std 10 with university admission

University of South Africa

B.Com.

Fields: General

Duration: 3 years

Entry Qualification: Std 10 with university admission

University of South Africa

B.Admin.(Hons.)

Duration: 1 year

Entry Qualification: B.Admin. or an appropriate B. Degree including at least six B.Admin. courses

University of South Africa

B.Com.(Hons.)

Duration: 1 year

Entry Qualification: B.Com. or B.Compt. or another appropriate degree in Accounting Sciences or an appropriate B. Degree with at least six B.Com. subjects

University of South Africa

M.Admin.

Duration: 1 year

Entry Qualification: B.Admin.(Hons.)

Communication Management**Success College**

University-accredited Dip:

Communication Management

Duration: 3 years

Entry Qualification: Std 10 with Mathematics HG 40% or SG 50%

A Certificate is obtained after the 1st year and a Higher Certificate after the 2nd year of study. The University of Pretoria acknowledges the academic subjects as credits towards the completion of a B.Com. Degree

Community Development**University of South Africa**

Cert in Community Capacity Building

Duration: 1 year

Entry Qualification: Senior Certificate

University of South Africa

Cert in Community-based Development

Duration: 1 year

Entry Qualification: Senior Certificate

Company Administration**Technikon SA**

National Dip: Company Administration

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Technikon SA

B.Tech. Degree: Company Administration

Duration: 1 year

Entry Qualification: Appropriate National Diploma

Technikon SA

B.Tech. Degree: Corporate Administration

Duration: 1 year

Entry Qualification: Appropriate National Diploma

Company Secretaryship

Damelin Correspondence College

Inst of Administration & Commerce (IAC) Dip: Company Secretaryship

Duration: 2 years

Entry Qualification: The Certificate in Business Management

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Intec College

Dip in Company Secretaryship

Duration: 1 - 2 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

Inst of Administration & Commerce (IAC) Dip in Company Secretaryship

Duration: 1 - 3 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

(ICB) Associate Certificate or equivalent

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Success College

Inst of Administration & Commerce (IAC) Dip: Company Secretaryship

Entry Qualification: Std 10

A full IAC Diploma comprises 14 subjects. Completion of the 6 core subjects leads to obtaining the Intermediate Certificate. The Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study. The Commission for Administration recognises IAC Diploma holders for appointment and promotion purposes in the Public Service

Complementary / Alternative Health

Complementary Health Studies Centre

Acupressure/Acupuncture Techniques Course

Duration: 12 modules + assignments

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Alexander Technique Course

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
This course comprises health through better posture. Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Aromatherapy & Advanced Aromatherapy Course
Duration: Beginners: 12 modules. Advanced: 16 modules with 3 two-day workshops

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Practical training available. Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Auriculotherapy Course
Duration: 10 modules
Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
This course comprises the use of pressure points on the ear. Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Bates Method (The Art of seeing)
Duration: 6 modules
Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Colour Therapy Course
Duration: 10 modules
Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Students obtaining 70% or more receive the BSY Diploma. Practical training is also available

Complementary Health Studies Centre

Hypnology Course
Duration: 10 modules
Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Iridology Course
Duration: 10 modules with a two-day workshop
Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
The course comprises the examination of the iris of the eye. Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Massage Course
Duration: 12 modules
Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Meditation Course

Duration: 12 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Professional Hypnotherapist Course

Duration: 21 modules and 2 two-day workshops

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more qualify for Associate Membership of the Midland Institute of Hypnotherapy

Complementary Health Studies Centre

Reflexology & Advanced Reflexology Courses

Duration: Beginners: 8 modules with 3 two-day practicals Advanced: 12 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive the BSY Diploma and accreditation with the SA Reflexology Society as Registered Reflexologist (RAMS Number)

Complementary Health Studies Centre

Shiatsu Course

Duration: 10 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

The course comprises means of maintaining and restoring health.

Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Dip in Kinesiology

Duration: 10 modules with 2 two-day workshop/practical

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive the BSY Diploma. Practical training is also available

Complementary Health Studies Centre

Dip in Magnet Therapy

Duration: 10 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive the BSY Diploma

South African College of Herbal Medicine & Health

Aromatherapy Cert

Duration: 2 - 6 months

Entry Qualification: Students must be able to read and write English

The SA Institute for Complementary Health Sciences

Dip in Complementary Health in the Primary Health Care Approach

Duration: 1 year

Entry Qualification: Std 10, ideally with Mathematics, Science and/or Biology, although this is not compulsory
Diploma accredited by the Technikon SA

Computer Studies / Information Technology
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Business Management Training College of Southern Africa

Dip in Computer Literacy (Dip Comp Lit)

Duration: 1 year

An introductory course to the use of computers. Designed as background knowledge for decision makers not necessary operating computers self. Access to a computer is compulsory

Computer Training Institute (CTI)

Dip in Programming

Duration: 8 months

Entry Qualification: Std 10 SG with Mathematics or Science or Computer Science

Programming Language to be chosen from: C++, Delphi, Visual Basic, Pascal or Cobol

Intec College

A+ Certification

Duration: 6 - 12 months

Entry Qualification: Std 10

Intec College

Certified Microsoft Solution Developer

Duration: 12 months

Entry Qualification: Std 10

Intec College

Certified Novell Administrator (CNA)

Duration: 6 - 12 months

Entry Qualification: Std 10

Intec College

Certified Novell Engineer (CNE)

Duration: 12 months

Entry Qualification: Std 10

Intec College

Introductory Computer Courses: Word, Excel, Windows, Power Point

Duration: 3 months each

Entry Qualification: Std 8

Intec College

Microsoft Certified Systems Engineer (MCSE)

Duration: 12 months

Entry Qualification: Std 10

Intec College

PC Support Specialist

Duration: 12 months

Entry Qualification: Std 10

Intec College

Programming in C Cert

Duration: 12 months

Entry Qualification: Std 10

Intec College

Understanding and Using the Internet

Duration: 4 months

Entry Qualification: Std 8 or equivalent

Lyceum College

Cert in Computer Programming (Turbo C++)

Entry Qualification: Std 8

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Information Manager, Systems Analyst, Programmer)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3 or equivalent qualification

Lyceum College

One-year Dip: Information Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Technikon SA

National Dip: Information Technology

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

The National Certificate: Information Technology will be awarded to students who passed 4 subjects from the prescribed curriculum

University of South Africa

Course in Business Computing

Duration: 10 months

Entry Qualification: Senior Certificate and access to an IBM or IBM-compatible computer and a basic accounting background

This course is intended for persons involved in accounting and/or clerical work on a microcomputer

University of South Africa

Dip in Datametrics

Duration: 1 - 5 years

Entry Qualification: Std 10 with university admission and Mathematics HG 40% or SG 50%

Conflict Management**University of South Africa**

Cert Courses in Peace Education & Conflict Management

Duration: Short course - 6 months.

Certificate - 9 months. Programme - 12 months

Conservation & Environmental Studies**Allenby In-Home Study**

Higher Dip in Game Ranging

Duration: 6 months theory module and 1 month full-time practice

Entry Qualification: Std 10 or equivalent, a working knowledge of English and a code 08 driver's licence
This course is offered in co-operation with Eco Training and serves as the foundation for a career in Game Ranging

Technikon SA

National Dip: Nature Conservation

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded) with Biology

Technikon SA

B.Tech. Degree: Nature Conservation

Duration: 1 year

Entry Qualification: National Diploma:
Nature Conservation

University of South Africa

Cert for Environmental Educators

Duration: 6 months

Entry Qualification: Completion of
secondary schooling

Corrosion Control**Technikon SA**

Cert: Corrosion Control

Duration: 11 months

Entry Qualification: Std 10

Cost & Management Accounting**Damelin Correspondence College**

Inst of Administration & Commerce

(IAC) Dip: Cost & Management

Accounting

Duration: 2 years

Entry Qualification: The Certificate in
Business Management

This Diploma is evaluated by the HSRC
as equivalent to Std 10 + 3 years of
study

Intec College

Inst of Administration & Commerce

(IAC) Dip in Cost & Management

Accounting

Duration: 1 - 3 years

Entry Qualification: Std 10 or the Inst of
Business Studies (IBS) Higher Diploma

or the Inst of Certified Bookkeepers
(ICB) Associate Certificate or
equivalent

This Diploma is evaluated by the HSRC
as equivalent to Std 10 + 3 years of
study

Intec College

Intec Dip in Cost & Management

Accounting

Duration: 1 - 2 years

Entry Qualification: Std 10 or the Inst of
Business Studies (IBS) Higher Diploma
or equivalent

Lyceum College

Inst of Administration & Commerce

(IAC) Dip: Cost & Management

Accounting

Duration: 3 years

Entry Qualification: Std 10 and 16
years of age. General educational
background and business experience
will also be taken into consideration

Success College

Inst of Administration & Commerce

(IAC) Dip: Cost & Management

Accounting

Entry Qualification: Std 10

A full IAC Diploma comprises 14
subjects. Completion of the 6 core
subjects leads to obtaining the
Intermediate Certificate. The Diploma is
evaluated by the HSRC as equivalent
to Std 10 + 3 years of study. The
Commission for Administration
recognises IAC Diploma holders for
appointment and promotion purposes
in the Public Service

Technikon SA

National Dip: Cost & Management Accounting

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

A National Certificate is obtained after the 1st year and a National Higher Certificate after the 2nd year of study

Technikon SA

B.Tech. Degree: Cost & Management Accounting

Duration: 1 year

Entry Qualification: National Diploma in Cost and Management Accounting or any National Diploma or B. Degree with appropriate major subjects in Cost and Management Accounting and Financial Accounting

University of South Africa

Course in Cost Accounting & Quantitative Methods

Duration: 9 months

Entry Qualification: Senior Certificate

Counselling**COLSA (College for Open Learning)**

Cert in Advanced Counselling
Duration: 1 year (6 workshops included)

Entry Qualification: Psychology III or people in helping professions

Accredited by Rand Afrikaans University

COLSA (College for Open Learning)

Cert in Christian Lay Counselling

Duration: 1 year (distance + contact training)

Entry Qualification: Std 10 plus selection

Accredited by Rand Afrikaans University

Complementary Health Studies Centre

Alcohol & Drug Counselling Course

Duration: 10 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Students obtaining 70% or more receive the ASC Diploma

Complementary Health Studies Centre

Anger & Aggression Management Course

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Students obtaining 70% or more receive a Certificate of Competence

Complementary Health Studies Centre

Basic & Advanced Counselling Skills Course

Duration: 6 modules for each course plus a two-day practical

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Students obtaining 70% or more receive the ASC Diploma

Complementary Health Studies Centre

Bereavement Counselling

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive a Certificate of Competence

Complementary Health Studies Centre

Co-Dependency Counselling

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive a Certificate of Competence

Complementary Health Studies Centre

Family Therapy Course

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive a Certificate of Competence

Complementary Health Studies Centre

Psychotherapy Course

Duration: 10 modules plus a two-day practical and a mini thesis

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive the ASC Diploma

University of South Africa

Basic Counselling Course

Duration: 1 year. Includes practical training

University of South Africa

Cert in Career Guidance

Duration: 1 year

Entry Qualification: Senior Certificate and the ability to communicate in English

University of South Africa

Cert: Christian Counselling

Duration: 1 year. Includes practical training

University of South Africa

Cert: Counselling the Young Child & the Adolescent

Duration: 6 months. Includes practical training

University of South Africa

Cert: Facilitator Skills

Duration: 7 months. Includes practical training

This course provides training to become a counsellor and mediator in trauma counselling and conflict resolution and mediation and alternative resolutions

University of South Africa

Cert: Lay Counselling Programme

Duration: 1 year

Entry Qualification: Any primary, secondary or tertiary education

University of South Africa

Introductory Programme: Externship

Duration: 1 year. Includes practical training
To provide those with minimal therapy and counselling experience a conceptual framework for understanding and 'treating' families

University of South Africa

Advanced Programme: Externship
Duration: 1 year. Includes practical training
To provide advanced training for those with a background in individual and family therapy

Credit Management

Lyceum College

One-year University Accredited Cert:
Credit Management
Duration: 1 year
Entry Qualification: Std 8
This Certificate is accredited by the University of Pretoria

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Credit Manager, Credit Controller)
Duration: 18 months
Entry Qualification: Std 10 or the Institute's Certificate Part 3 or equivalent qualification

Lyceum College

One-year Dip: Credit Management
Duration: 1 year
Entry Qualification: Std 10 and 18 years of age

Success College

Inst of Vocational Studies (IVS) Dip:
Credit Management
Duration: 18 months
Entry Qualification: Std 10

Technikon SA

National Dip: Credit Management
Duration: 3 years
Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Criminology

University of South Africa

Cert Programme in Forensic
Criminalistics
Duration: 2 years
Entry Qualification: Senior Certificate

Dental Assisting

Intec College

Cert: Dental Office Assistant
Duration: Determined by student
Entry Qualification: Std 8 or equivalent

Development Studies

University of South Africa

Dip in Development Studies
Duration: 2 years
Entry Qualification: Std 10 with at least 5 subjects on HG or SG

Disaster Management

Technikon SA

Cert: Disaster Management

Fields: Disasters & Developments,
Disaster Preparedness & Response,
Introduction to and Overview of
Disaster Management

Duration: 6 months - 1 year (for all 3
certificate courses simultaneously)

Entry Qualification: Std 10 or N3 or Std
8 and appropriate experience

The Certificates are recognised and
accredited by the Emergency and
Disaster Management Association of
SA

Draughting

Intec College

Cert in Building Draughting

Duration: Approximately 12 months

Entry Qualification: Std 8 or N1.

Exemption from formal qualifications
may be granted in certain
circumstances based on age and
relevant work experience

Intec College

Cert in Mechanical Engineering
Draughting

Duration: 12 months

Entry Qualification: Std 8 or N1.

Exemption from formal qualifications
may be granted in certain
circumstances based on age and
relevant work experience

Intec College

Cert in Architectural Draughting

Duration: Approximately 18 months

Entry Qualification: Intec Certificate in
Building Draughting or exemption in
certain circumstances on the basis of
previous qualifications

Intec College

Dip in Engineering Draughting

Duration: Approximately 18 months

Entry Qualification: Certificate in
Mechanical Engineering Draughting

Drilling Practice

Technikon SA

National Dip: Drilling Practice

Duration: 3 years

Entry Qualification: Std 10 with a
maximum of 2 subjects on LG (2
languages excluded) with Mathematics.
Students must be employed in a drilling
practice or related career

Economics

Lyceum College

One-year Academic Dip: Economic
Sciences

Duration: 1 year

Entry Qualification: Std 10 with
university admission

After successful completion of this
Diploma, the student is allowed access
to the 2nd year of a B.Com. Degree at
the University of Pretoria and receives
credit for all semester courses passed

Success College

University-accredited Dip: Agricultural Economics

Duration: 3 years

Entry Qualification: Std 10 with Mathematics HG 40% or SG 50%

A Certificate is obtained after the 1st year and a Higher Certificate after the 2nd year of study. The University of Pretoria acknowledges the academic subjects as credits towards the completion of a B.Com. Degree

Technikon SA

National Dip: Economic Management Analysis

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

University of South Africa

Course in Economic Environment

Duration: 9 months

Entry Qualification: Senior Certificate

Educare

Azaliah College of Further & Higher Education

Introductory N4: Early Childhood Development (Educare)

Duration: 6 months

Entry Qualification: NIC (Std 10)

Azaliah College of Further & Higher Education

National Intermediate Cert (NIC): Early Childhood Development (Educare)

Duration: 1 year

Entry Qualification: Std 7. Work experience will also be considered

Azaliah College of Further & Higher Education

National Senior Cert (NSC): Early Childhood Development (Educare)

Duration: 1 year

Entry Qualification: NIC

Azaliah College of Further & Higher Education

National Cert (N4-N6): Early Childhood Development (Educare)

Duration: 6 months per N level

Entry Qualification: Std 10 or N3 or Introductory: Educare

Distancekol

National Intermediate Cert (NIC): Educare

Fields: Educare

Duration: 1 year

Entry Qualification: Std 7

Distancekol

National Senior Cert (NSC): Educare

Duration: 1 year

Entry Qualification: National Intermediate Cert: Educare

Technisa (Technical College of South Africa)

National Intermediate Cert (NIC): Educare

Duration: 1 year

Entry Qualification: Std 7

Technisa (Technical College of South Africa)

National Senior Cert (NSC): Educare

Duration: 1 year

Entry Qualification: NIC Educare

Education

Azaliah College of Further & Higher Education

Primary Education Bridging Course

Duration: 1 year

Entry Qualification: Teachers with Std 8 (without a PTC) plus 5 years experience or teachers with Std 8 and a PTC or LPTC and 5 years employment in a teaching position Std 10 and 5 years employment in a teaching position

Azaliah College of Further & Higher Education

Primary Education Cert II

Duration: 18 months

Entry Qualification: Std 8 plus the Bridging Course and 5 years employment in a teaching post

Azaliah College of Further & Higher Education

Dip in Education: (Combined) Junior Primary & Senior Primary

Duration: 2 years

Entry Qualification: Teachers with Std 8 plus PTC or LPTC or Std 10 plus the Bridging Course. Teachers must have been employed in a teaching position for 5 years

Azaliah College of Further & Higher Education

Dip in Education: Junior Primary & Senior Primary

Duration: 18 months

Entry Qualification: Teachers with Std 10 plus a Primary Teacher's Certificate (PTC)

Azaliah College of Further & Higher Education

National Dip in Education: Commerce Secondary

Duration: 5 - 6 years

Entry Qualification: Std 10 (Senior Certificate) with 2 approved languages plus one other subject on HG. Mathematics option: Mathematics HG 40% or SG 50%

Azaliah College of Further & Higher Education

Higher Dip in Education: Junior Primary & Senior Primary

Duration: 18 months

Entry Qualification: Primary Teacher's Diploma (PTD)

Azaliah College of Further & Higher Education

National Higher Dip: Education: Secondary

Duration: 18 months

Entry Qualification: National Diploma or equivalent. Candidate should have passed at least 5 approved teaching subjects

This course is open for non-teachers and is a great opportunity for people who want to become secondary teachers.

Azaliah College of Further & Higher Education

National Higher Dip: Education:
Technical

Duration: 18 months

Entry Qualification: National Certificate N4 or equivalent which includes an appropriate drawing subject (except for hairdressers or persons who have specialised in electricity), 2 languages at Std 10 level and 3 years of artisan experience upon completion of a trade test or required period or artisan's diploma

Azaliah College of Further & Higher Education

B.Tech: Education: Commerce
(Secondary)

Duration: 18 months

Entry Qualification: National Diploma: Education (Commerce) or a three-year qualification which is accepted by the Academic Board of the Technikon

Azaliah College of Further & Higher Education

B.Tech: Education: Management
(Primary & Secondary)

Duration: 18 months

Entry Qualification: A three-year Post-School qualification M+3 (teacher training included) which is accepted by the Academic Board of the Technikon plus 3 years teaching experience

Azaliah College of Further & Higher Education

B.Tech: Education: Post-School

Duration: 18 months

Entry Qualification: Std 10 (Senior Certificate) plus a qualification

evaluated as M+3 and related to a specialised field e.g. Marketing

COLSA (College for Open Learning)

Cert Course for Adult Basic Education
(ABET) Co-ordinators

Duration: 6 months

Entry Qualification: Std 8 with English 40% and Mathematics 40%

COLSA (College for Open Learning)

Cert Course for Adult Basic Education
(ABET) Trainers

Duration: 6 months

Entry Qualification: Std 8 with English 40% and Mathematics 40%

COLSA (College for Open Learning)

Education Dip: Junior Primary (M+0 - M+1)

Duration: 1 year

Entry Qualification: Std 10 and currently employed in a teaching position

COLSA (College for Open Learning)

Education Dip: Junior Primary (M+1 - M+2)

Duration: 1 year

Entry Qualification: Std 10 and currently employed in a teaching position

COLSA (College for Open Learning)

Education Dip: Junior Primary (M+2 - M+3)

Duration: 1 year

Entry Qualification: Std 10 and currently employed in a teaching position

COLSA (College for Open Learning)

Education Dip: Senior Primary (M+0 - M+1)

Duration: 1 year

Entry Qualification: Std 10 and currently employed in a teaching position

COLSA (College for Open Learning)

Education Dip: Senior Primary (M+1 - M+2)

Duration: 1 year

Entry Qualification: Std 10 and currently employed in a teaching position

COLSA (College for Open Learning)

Education Dip: Senior Primary (M+2 - M+3)

Duration: 1 year

Entry Qualification: Matric and currently employed in a teaching position

COLSA (College for Open Learning)

Higher Education Dip (Secondary)

Duration: 2 years

Entry Qualification: A Two-year Teaching Diploma + 5 years experience or a Three-year Teaching Diploma + 3 years experience or currently employed in a teaching position

COLSA (College for Open Learning)

B.Ed.

Duration: 2 years part-time

Entry Qualification: A Four-year integrated Education Degree or a B. Degree and Higher Education Diploma or a Nursing Science Degree and Nursing Education III or a B.Ed. Certificate

Damelin Correspondence College

Cert in Adult Basic Education & Training (ABET Level 2)

Duration: Student proceed at own speed

Entry Qualification: Ability to read and write

This course is of the same level as Std 4 (Grade 6)

Damelin Correspondence College

Cert in Adult Basic Education & Training (ABET Level 3)

Duration: Student proceed at own speed

Entry Qualification: ABET Certificate Level 2 or Std 4 (Grade 6) at school

This course is the same as the old Std 5 (Grade 7)

Eltic

Cert in Multilingual Learning

Duration: 12 months

Entry Qualification: Any level regardless of qualifications. Must however be a practising teacher

This course is intended for teachers teaching in a multilingual context

Lyceum College

Three-year Education Dip (Junior & Senior Primary)

Duration: 6 years

Entry Qualification: Std 10 with 1 language on HG. Only teachers currently occupying a teaching position will be allowed to register for the course. Students with a an M+1 or M+2 qualification who wish to advance to a an M+3 qualification may also register

This course is offered in collaboration with RAU. All Certificates and Diplomas obtained are issued by RAU

Natal College of Education

Dip in Education

Fields: Junior Primary, Senior Primary

Duration: 2 years

Entry Qualification: Professional Teaching Certificate

This Diploma is accredited by Kwa-Zulu Natal Department of Education

Natal College of Education

Further Dip in Education

Fields: Computer Literacy; Educational Administration & Management; Primary School Subjects; Zulu Second Language

Duration: 2 years

Entry Qualification: Diploma in Education

This Diploma is accredited by Kwa-Zulu Natal Department of Education

This Diploma is accredited by Kwa-Zulu Natal Department of Education

Natal College of Education

Further Dip in Education: Teacher Competences

Duration: 2 years part-time

Entry Qualification: Std 10 and M+3

qualification. Candidates must be practicing teachers, resident in the Umlazi or Umbumbulu areas and must be willing to teach Mathematics or Science in primary school

This Diploma is offered in co-operation with Inset NGOs. The candidate must be prepared to attend workshops and offer access to NGOs in their classrooms

Natal College of Education

Higher Dip in Education

Fields: Junior Primary, Senior Primary

Duration: 2 years

Entry Qualification: Diploma in Education

This Diploma is accredited by Kwa-Zulu Natal Department of Education

Promat College

Dip in Primary Education

Duration: 2 years for each level M+1 to M+3

Entry Qualification: M+1 option: Std 10 + 3 years experience or Std 8 +

Primary Teacher's Certificate with 5 years teaching experience and an entrance test

This Diploma is accredited by the Universities of Natal and the Witwatersrand. Contact workshops during school holidays

Rand Afrikaans University

Dip in Education: Computer Literacy

Duration: 2 years

Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Education: Educational Leadership

Duration: 2 years

Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Education: Environmental Education

Duration: 2 years

Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Education: Remedial Teaching

*Duration: 2 years**Entry Qualification: Contact the University***Rand Afrikaans University**

Dip in Education: School Readiness

*Duration: 2 years**Entry Qualification: Contact the University***Rand Afrikaans University**

Further Dip in Education: Adult Basic Education

*Duration: 2 years**Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree***Rand Afrikaans University**

Further Dip in Education: Biology Teaching

*Duration: 2 years**Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree***Rand Afrikaans University**

Further Dip in Education: Computer

*Duration: 2 years**Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree***Rand Afrikaans University**

Further Dip in Education: Economic Sciences

*Duration: 2 years**Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree***Rand Afrikaans University**

Further Dip in Education: Educational Leadership

*Duration: 2 years**Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree***Rand Afrikaans University**

Further Dip in Education: Educational Management

*Duration: 2 years**Entry Qualification: Three years appropriate experience plus at least*

one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree

Rand Afrikaans University

Further Dip in Education: English Language Teaching

Duration: 2 years

Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree

Rand Afrikaans University

Further Dip in Education: Environmental Education

Duration: 2 years

Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree

Rand Afrikaans University

Further Dip in Education: History Teaching

Duration: 2 years

Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree

and education certificate/diploma OR an approved integrated education degree

Rand Afrikaans University

Further Dip in Education: Mathematical & Physical Science Teaching

Duration: 2 years

Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree

Rand Afrikaans University

Further Dip in Education: Mathematical Teaching

Duration: 2 years

Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree

Rand Afrikaans University

Further Dip in Education: Remedial Teaching

Duration: 2 years

Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree

Rand Afrikaans University

Further Dip in Education: School Readiness

Duration: 2 years

Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree

Rand Afrikaans University

Further Dip in Education: Social Sciences

Duration: 2 years

Entry Qualification: Three years appropriate experience plus at least one of the following: Std 10 and a recognised three-year education diploma (M+3) OR an approved degree and education certificate/diploma OR an approved integrated education degree

Springfield College of Education

Education Dip (M+3)

Fields: Junior Primary

Duration: M + 1 qualification: 4 years.

M + 2 qualification: 2 years

Entry Qualification: Std 10 plus 1 or 2 years teaching education

Springfield College of Education

Further Dip in Education (M+4)

Fields: Biology, Computer Literacy, English, Mathematics (Primary & Secondary), Natural Science, Physical Education, Woodwork/Metalwork

Duration: 2 years

Entry Qualification: Std 10 plus 3 years teaching education or an Education Diploma

Providing economical student numbers are obtained, Physical Science will be offered

Springfield College of Education

Higher Education Dip (M+4)

Fields: Junior Primary, Senior Primary

Duration: 2 years

Entry Qualification: Std 10 plus 3 years teaching education or an Education Diploma

Technikon SA

Technikon Cert: Developmental Touch Therapy

Duration: 3 months

Entry Qualification: Teachers with an Honours Degree, four-year Degree or Post Diploma or social workers
After completion of the course and with a certain number of hours of practical experience, students will gain access to the Play Therapy Certificate

Technikon SA

Technikon Cert: Filial Therapy

Duration: 3 months

Entry Qualification: Teachers with an Honours Degree, four-year Degree or Post Diploma and social workers
After completion of the course and with a certain number of hours of practical experience, students will gain access to the Play Therapy Certificate

Technikon SA

Technikon Cert: Play Therapy

Duration: 1 year

Entry Qualification: Social workers and teachers with a Master's Degree or who are enrolled for a Master's Degree. Psychologists, occupational therapists and speech therapists may also register

This course is part of a Master's and Doctoral programme presented in America and on completion students will be able to register with the Association of Play Therapists in SA

Technikon SA

National Teacher's Dip: Technical

Duration: 1 year

Entry Qualification: N4 with 3 subjects plus the 2 official languages at Std 10 level and a completed apprenticeship or artisan diploma or prescribed training period plus 3 years artisan experience. A drawing subject must be included, except in the case of hairdressers and persons who have specialised in electricity

Technikon SA

National Higher Dip: Postschool Education

Duration: 1 year

Entry Qualification: Std 10 and a qualification which has an M+3 evaluation and is related to a field of specialisation

University of Natal (Pietermaritzburg) (Centre for Adult Education)

Postgraduate Dip in Adult Education

Duration: 2 years part-time

Entry Qualification: Approved B. Degree or permission of the Senate.

Candidates will also be subject to selection

This programme combines short periods of intensive full-time instruction and workshops with distance education methods involving selfstudy materials, assignments and tutorials

University of South Africa

Cert Course: Reception Year Teaching (Grade 0)

Duration: 1 year

Entry Qualification: A recognised Teacher's Diploma or a level two NGO-certificate in Early Childhood Development, plus experience. Students with a Senior Certificate with at least 2 years experience of early childhood development will also be considered

University of South Africa

Cert in Adult Basic Education & Training (ABET)

Duration: 1 year

Entry Qualification: Std 8

The certificate will benefit practitioners who are involved in the training and development of adults in formal education and training institutions in commerce, industry and other sectors

University of South Africa

Dip in Specialised Education: Media Centre Science

Duration: 1 year

Entry Qualification: An approved three- or four-year Teacher's Diploma or an approved degree plus an approved Teacher's Diploma or an approved combined Education Degree

University of South Africa

Further Dip in Education

*Duration: 2 years**Entry Qualification: Std 10 and a recognised three-year professional teaching qualification*

Additional requirements are needed for the areas of specialisation

University of South Africa

Higher Education Dip (Postgraduate Pre-primary)

*Duration: 2 years**Entry Qualification: A recognised three-year Teacher's Diploma or HED (Postgraduate) or an approved four-year Teacher's Diploma or an approved composite degree in Education or an approved B. Degree***University of South Africa**

Higher Education Dip (Postgraduate)

*Duration: 2 years**Entry Qualification: An approved degree with approved school subjects***University of South Africa**

Higher Education Dip (Pre-primary)

*Duration: 2 years**Entry Qualification: A recognised three-year Teacher's Diploma or HED (Postgraduate) or an approved four-year Teacher's Diploma or an approved composite degree in Education or approved B. Degree***University of South Africa**

Higher Education Dip (Technical)

*Duration: 2 years**Entry Qualification: Std 10 with 2 of the following languages, one of which must be Afrikaans or English First Language*

HG 40%: Afrikaans, English, Arabic, an African language, viz: Ndebele, Northern Sotho, Southern Sotho, Seswati, Tsonga, Tswana, Venda, Xhosa and Zulu, an Indian language, viz: Gujerati, Hindi, Tamil, Telugu and Urdu plus an M+3 qualification which includes 2 recognised school subjects

University of South Africa

Higher Education Dip (Technical): Supplementary Health Services (SHS)

*Duration: 2 years**Entry Qualification: An appropriate degree or diploma and candidate must be a member of the supplementary health service personnel and registered with the SA Medical & Dental Council. Two years appropriate lecturing experience in an appropriate institution is needed before completion of the Diploma*

This Diploma is not recognised for employment purposes in a primary or secondary school

University of South Africa

B.Prim.Ed.

*Fields: Early Childhood Development, Senior Primary Education**Duration: 4 years**Entry Qualification: Matric with university admission. Two official languages, one of which must be English or Afrikaans First Language HG 40% plus another subject on HG (languages excluded)***University of South Africa**

B.Ed.

Duration: 1 year

Entry Qualification: B.Ped. or a four-year composite Degree in Education or an approved B. Degree with appropriate school subjects plus 1 of the following diplomas: HED (Postgraduate) or HED (Postgraduate Pre-primary) or a four-year HED

University of South Africa

B.Ed.(Gifted Child Education)

Duration: 1 year

Entry Qualification: B.Ped. or a four-year composite Degree in Education or an approved B. Degree with appropriate school subjects and 1 of the following diplomas: HED (Postgraduate) or HED (Postgraduate Pre-primary) or a four-year HED

University of South Africa

B.Ed.(Pre-primary Education)

Duration: 1 year

Entry Qualification: An approved B. Degree with the required school subjects and 1 of the following diplomas: HED (Postgraduate Pre-primary) or a four-year Education Diploma (Junior Primary) or a four-year composite Degree in Education plus 3 years approved teaching experience

University of South Africa

B.Ed.(School Guidance & Counselling)

Duration: 1 year

Entry Qualification: B.Ped. or a four-year composite Degree in Education or an approved B. Degree with appropriate school subjects plus 1 of the following Diplomas: HED (Postgraduate) or HED (Postgraduate Pre-primary) or a four-year HED. One of the following subjects must be

included: Education III, Psychology III, Counselling Psychology III or Industrial Psychology III

University of South Africa

B.Ed.(Special Educational Needs)

Duration: 1 year

Entry Qualification: An appropriate B. degree

University of South Africa

M.Ed.(Guidance)

Duration: 2 years

Entry Qualification: B.Ed. with a pass in Psychology III, Psychology Guidance III or Industrial Psychology III

University of South Africa

Postgraduate Dip in Distance Education

Duration: 2 years

Entry Qualification: B. Degree

University of South Africa

Postgraduate Dip in Tertiary Education

Duration: 1 year

Entry Qualification: B. Degree

This Diploma is not a general Teaching Diploma

University of Stellenbosch

M.Ed. in Higher Education

Duration: 2 years (1 contact session p.a.)

Entry Qualification: B.Ed. Degree and at least 2 years teaching experience at an institution of higher education

University of Stellenbosch

M.Phil. in Higher Education

Duration: 2 years (1 contact session p.a.)

Entry Qualification: An appropriate Honours Degree and at least 2 years teaching experience at an institution of higher education

University of the Witwatersrand

Further Dip in Education (FDE)

Fields: Education, Educational Management, English, Mathematics, Science

Duration: 2 years part-time

Entry Qualification: M+3 (Category C) Teachers, i.e. Std 10+3-year professional qualification

University of the Witwatersrand - Radmaste Centre

Capme - change agent in Primary Maths Education

Duration: 2 years part-time

Entry Qualification: Std 10 plus a teacher's qualification. Must be a primary school Mathematics teacher with inset in new teaching methods for at least 3 years

This qualification is accredited by Cambridge University

Vista University

Primary Education Cert (Stds 2-3)

Duration: 2 years part-time

Entry Qualification: Std 10 and a two-year Teacher's Certificate (e.g. LPTC, PTC or HPTC) or a teacher presently teaching in a primary or secondary school with 5 years teaching experience

This Certificate will be phased out. First registrations to be accepted for the last time in 1998

Vista University

Secondary Education Cert (Home Economics: Stds 6-8)

Duration: 2 years part-time

Entry Qualification: Std 10 and a two-year Teacher's Certificate

This Certificate will be phased out. First registrations to be accepted for the last time in 1998

Vista University

Secondary Education Cert (Stds 6-8)

Duration: 2 years part-time

Entry Qualification: Std 10 and a two-year Teacher's Certificate or a teacher presently teaching in a primary or secondary school with 5 years teaching experience

This Certificate will be phased out. First registrations to be accepted for the last time in 1998

Vista University

Primary Education Dip (Stds 4-5)

Duration: 2 years part-time

Entry Qualification: Std 10 and the Primary Education Certificate (Stds 2-3) of Vista University or an equivalent primary M+2 qualification

This Diploma will be phased out. First registrations to be accepted for the last time in 1998

Vista University

Secondary Education Dip (Home Economics Stds 9-10)

Duration: 2 years part-time

Entry Qualification: Std 10 and a Homecraft Teacher's Certificate or equivalent plus a PTC or a Junior Secondary Teacher's Certificate or the Secondary Education Certificate (Home

Economics Stds 6-8) awarded by Vista University

This Diploma will be phased out. First registrations to be accepted for the last time in 1998

Vista University

Secondary Education Dip (Stds 9-10)

Duration: 2 years part-time

Entry Qualification: Std 10 and a Junior Secondary Teacher's Certificate (JSTC) or a Secondary Education Certificate (Stds 6-8) awarded by Vista University

This Diploma will be phased out. First registrations to be accepted for the last time in 1998

Vista University

Higher Education Dip

Duration: 2 years part-time

Entry Qualification: Std 10 and the Secondary Education Diploma (Stds 9-10) awarded by Vista University or a three-year Secondary Teacher's Diploma

Vista University

Higher Education Dip (Home Economics)

Duration: 2 years part-time

Entry Qualification: Std 10 and the Secondary Education Diploma (Home Economics: Stds 9-10) awarded by Vista University or a three-year Homecraft Teacher's Diploma or a three-year Secondary Teacher's Diploma in Home Economics or equivalent qualification

Educational Management

COLSA (College for Open Learning)

Further Dip in Education: Educational Management

Duration: 2 years

Entry Qualification: A Two-year Teaching Diploma + 5 years experience or a Three-year Teaching Diploma + 3 years experience or currently employed in a teaching position

Success College

Further Dip: Education Management

Duration: 2 years

Entry Qualification: Teachers with with Std 10 and a three- or four-year teaching diploma OR a BA.Ed., B.Com.Ed. or B.Sc.Ed. Degree, and/or a B. Degree with a one-year teaching diploma e.g. HED OR any other recognised teaching qualification (minimum training of 3 years)

This Diploma is offered in co-operation with the University of Pretoria

Technikon SA

Technikon Cert: Educational Management

Duration: 3 to 4 months (comprises contact courses, workshops and self-study)

Entry Qualification: M+3 qualification that includes teacher's education (e.g. a three-year Teacher's Diploma)

Technikon SA

National Higher Dip: Educational Management

Duration: 1 year

Entry Qualification: M+3 qualification that includes teacher's education (e.g. a three-year Teacher's Diploma)

University of South Africa

B.Ed.(Educational Management)

Duration: 1 year

Entry Qualification: B.Ped. or a four-year composite Degree in Education or an approved B. Degree with appropriate school subjects and 1 of the following diplomas: HED (Postgraduate) or HED (Postgraduate Pre-primary) or a four-year HED

Electrical / Electronics

Distancekol

National Cert (N1-N3): Electronics

Duration: 3 months per N level

Entry Qualification: Std 7 with Mathematics and Science

Distancekol

National Cert (N4-N6): Electronics

Duration: 3 months per N level

Entry Qualification: N3

Intec College

Cert in Basic Electronics

Duration: 8 months

Entry Qualification: Std 8 or N1 with Mathematics

Intec College

Specialist Cert in Air Conditioning & Refrigeration

Duration: Approximately 12 months

Entry Qualification: Std 10 with Mathematics and Physical Science or

N3 with Mathematics and Engineering Science or 25 years of age with relevant work experience

Intec College

Computer & Industrial Electronics Dip

Duration: Approximately 12 months

Entry Qualification: Intec Certificate in Basic Electronics or other appropriate qualifications

Intec College

Dip in Electronics

Fields: Radio, Television & Video Electronics

Duration: Approximately 8 months

Entry Qualification: Std 8 or N1 with Mathematics

Learn-A-Trade

Electrical / Electronics Course

Fields: All fields of Electrical & Electronic Industrial Maintenance and Starting & Running of Own Business

Duration: 1 year

Entry Qualification: Std 8 and ability to work with one's hands

Learn-A-Trade has adopted the NQF System of Training and runs courses based on London City & Guilds Electrical and Electronic Courses

Milwaukee International Colleges

Course in Auto-Electrical Fault Finding & Repair

Duration: 5 months - 2 years

Entry Qualification: Ability to read and write English and work with one's hands

Milwaukee International Colleges

Course in Domestic Refrigeration

Duration: 5 months- 2 years
Entry Qualification: Ability to read and write English and work with one's hands

Milwaukee International Colleges
 Course in Electrical Appliances Service & Repair

Duration: 5 months - 2 years
Entry Qualification: Ability to read and write English and work with one's hands

Elementary Studies

Distancekol
 Elementary Technisa Studies (ETS)
Duration: 1 year
Entry Qualification: Std 6 with Mathematics

Technisa (Technical College of South Africa)
 Elementary Technisa Studies (ETS)
Entry Qualification: Students without Std 7

Engineering

Azaliah College of Further & Higher Education

Vocational Cert (1-3): Engineering
Duration: 3 - 6 months per Certificate
Entry Qualification: Std 7 with Mathematics and Science

Distancekol
 National Cert (N1-N3): Engineering
 Electrical, Mechanical

Duration: 3 months per N level
Entry Qualification: Std 7 with Mathematics and Science

Distancekol
 National Cert (N4-N6): Engineering
Fields: Electrical, Mechanical
Duration: 3 months per N level
Entry Qualification: N3

Intec College
 Cert in Electrical Engineering
Duration: Approximately 12 months
Entry Qualification: Std 8 or N1

Intec College
 Cert in Mechanical Engineering
Duration: Approximately 12 months
Entry Qualification: Std 8 or N1

Intec College
 Dip in Electrical Engineering
Duration: Approximately 18 months
Entry Qualification: Intec Certificate in Electrical Engineering Technology

Intec College
 Dip in Mechanical Engineering
Fields: Welding; Workshop Practice
Duration: Approximately 18 months
Entry Qualification: Certificate in Mechanical Engineering or Std 10 with Physical Science and Technical Drawing or N3 with Engineering Science and Engineering Drawing

Intec College
 Advanced Dip in Electronic Engineering
Duration: Determined by student
Entry Qualification: Diploma in Computer and Industrial Electronics

Intec College

Advanced Dip in Electronic Engineering

Duration: Approximately 12 months

Entry Qualification: Intec Certificate in Basic Electronics or N3

Lyceum College

National Cert (N1-N3): Engineering Trades

Entry Qualification: Background experience of subjects involved

To qualify for the National Senior Certificate, four N3 subjects plus English and Afrikaans at Std 10 level are required

Success College

National Cert (N1-N3): Engineering Trades

Entry Qualification: N1 is required for N2 and N2 is required for N3

Technikon SA

National Dip: Chemical Engineering

Duration: 3 years

Entry Qualification: Std 10 with Mathematics, Physics and Chemistry HG 40% or SG 50% with a maximum of 2 subjects on LG (2 languages excluded) OR N3 with an average of 50% in 4 subjects, including Industrial Chemistry 50%, Mathematics and Engineering Science plus 2 languages HG or SG

Technikon SA

National Dip: Civil Engineering

Duration: 3 years

Entry Qualification: Std 10 with Mathematics, Physics and Chemistry HG 40% or SG 50% with a maximum of 2 subjects on LG (2 languages

excluded) OR N3 with an average of 50% in 4 subjects, including Mathematics and Engineering Science plus 2 languages HG or SG

Technikon SA

National Dip: Electrical Engineering

Fields: Electronics & Electronic Communication, Heavy Current, Process Instrumentation

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded) plus Mathematics, Physics and Chemistry HG 40% or SG 50% OR N3 with an average of 50% for 4 subjects (including Mathematics and Engineering Science) plus 2 languages on HG or SG

Technikon SA

National Dip: Industrial Engineering

Duration: 3 years

Entry Qualification: Std 10 with Mathematics, Physics and Chemistry HG 40% or SG 50% with a maximum of 2 subjects on LG (2 languages excluded) OR N3 with an average of 50% in 4 subjects (including Mathematics and Engineering Science) plus 2 languages HG or SG

Technikon SA

National Dip: Mechanical Engineering

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded) plus Mathematics, Physics and Chemistry HG 40% or SG 50% OR N3 with an average of 50% in 4 subjects (including

Mathematics and Engineering Science)
plus 2 languages on HG or SG

Technisa (Technical College of South Africa)

National Cert (N1-N3): Engineering
Fields: Electrical, Electronical,
Mechanical

Duration: 3 months per N level

Entry Qualification: Std 7 or National
Certificate (Orientation) or ETS
(Elementary Technisa Studies)

Technisa (Technical College of South Africa)

National Cert (N4-N6): Engineering
Studies

Duration: 3 months per N level

Entry Qualification: N3 or Std 10 with
appropriate subjects

Veasey's Engineering College

Cert of Competency: Electrical
Engineer for Factories (EF)

Duration: 2 years

Entry Qualification: Candidates must be
23 years of age with: a B.Sc. (Electrical
Engineering) and 2 years experience,
of which at least 1 must have been at a
factory or works OR a National Higher
Diploma: Electrical Engineering (T4 or
S4) plus 2 years experience OR a
National Diploma: Electrical
Engineering (N6) and having served an
apprenticeship

Veasey's Engineering College

Cert of Competency: Electrical
Engineer for Mines & Works (EM)

Duration: 2 years

Entry Qualification: Candidates must be
23 years of age with: a B.Sc. (Electrical

Engineering) and 2 years experience,
of which at least 1 must have been at a
mine OR a National Higher Diploma:
Electrical Engineering (T4 or S4) plus 2
years experience OR a National
Diploma: Electrical Engineering (N6)
and having served an apprenticeship

Veasey's Engineering College

Cert of Competency: Mechanical
Engineer for Factories (MF)

Duration: 2 years

Entry Qualification: Candidates must be
23 years of age with: a B.Sc.
(Mechanical Engineering) and 2 years
experience, of which at least 1 must
have been at a factory or works OR a
National Higher Diploma: Mechanical
Engineering (T4 or S4) plus 2 years
experience OR a National Diploma:
Mechanical Engineering (N6) and
having served an apprenticeship

Veasey's Engineering College

Cert of Competency: Mechanical
Engineer for Mines & Works (MM)

Duration: 2 years

Entry Qualification: Candidates must be
23 years of age with: a B.Sc.
(Mechanical Engineering) and 2 years
experience, of which at least 1 must
have been at a mine OR a National
Higher Diploma: Mechanical
Engineering (T4 or S4) plus 2 years
experience OR a National Diploma:
Mechanical Engineering (N6) and
having served an apprenticeship

Engineering Law

Veasey's Engineering College

Cert of Competency for Factories (Law)

Duration: 1 year

Entry Qualification: Candidates must be 23 years of age with: an appropriate B.Sc. (Engineering) degree and 2 years experience, of which at least 1 must have been at a factory or works OR an appropriate National Higher Diploma in Engineering (T4 or S4) plus 2 years experience OR an appropriate National Diploma in Engineering (N6) and having served an apprenticeship

Veasey's Engineering College

Cert of Competency for Mines (Law)

Duration: 1 year

Entry Qualification: Candidates must be 23 years of age with: an appropriate B.Sc. (Engineering) degree and 2 years experience, of which at least 1 must have been at a mine OR an appropriate National Higher Diploma in Engineering (T4 or S4) plus 2 years experience OR an appropriate National Diploma in Engineering (N6) and having served an apprenticeship

Entrepreneurship

African United College

How to start your own business

Duration: 3 to 4 months

Entry Qualification: Ability to read English

Erdec College

Entrepreneurship

Duration: 18 months

Entry Qualification: 5 years experience or Std 10 with 3 years experience or a tertiary qualification with 2 years experience

Erdec College

Dip in Starting a Business

Duration: 12 months

Entry Qualification: Std 10 or 3 years experience

Success College

Inst of Vocational Studies (IVS) Dip: Entrepreneurship

Duration: 18 months

Entry Qualification: Std 10

Technikon SA

Winning Business Systems

Duration: 3 months

Entry Qualification: Ability to read and write English

The programme has been specifically developed for people who want to start their own small business

University of South Africa

Programme in Entrepreneurship & Small Business Management

Duration: 9 months

Entry Qualification: Senior Certificate or equivalent qualification or relevant experience

Fashion & Clothing

Intec College

Complete Cert in Dressmaking

Duration: Approximately 1 year

Entry Qualification: Std 8

Intec College

Pattern Cutting & Design Cert

Duration: Approximately 1 year

Entry Qualification: Std 8

Intec College

Dip in Dressmaking & Pattern Cutting

Duration: 2 years

Entry Qualification: Std 8

London International School of Fashion

Higher Dip in Fashion Design

Duration: 3 years

Entry Qualification: Std 10. Candidates would also need to write an entry examination/assessment test

Diploma accredited by the London College of Arts - United Kingdom

Milwaukee International Colleges

Course in Dressmaking & Design

Financial Management

Allenby In-Home Study

Dip in Financial Management

Entry Qualification: Std 10 or 23 years of age with an equivalent qualification and a working knowledge of English

Allenby In-Home Study

Advanced Dip in Financial Management

Entry Qualification: The Diploma in Financial Management or an equivalent qualification

Azaliah College of further & Higher Education

National & Management Cert (4-6):

Financial Management

Duration: 6 months per Certificate

Entry Qualification: Std 10 or appropriate N3

Business Management Training College of Southern Africa

Dip in Financial Management - Dip AIBM (Fin)

Entry Qualification: A Diploma in Business Management (Dip IBM) or a tertiary qualification. Std 8 Mathematics or Std 10 Bookkeeping. At least 2 years practical business experience in a financial environment. Assessment is made by the Advisory Board

Damelin Correspondence College

Damelin Dip in Financial Management

Duration: 1 year

Entry Qualification: Std 10 (Grade 12) or appropriate experience

Damelin Correspondence College

Advanced Damelin Dip in Financial Management

Duration: 1 year

Entry Qualification: Damelin Diploma in Financial Management, unless exemption is granted by Damelin

Lyceum College

One-year University Accredited Cert: Financial Management

Duration: 1 year

Entry Qualification: Std 8

This Certificate is accredited by the University of Pretoria

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Financial Manager, Accountant, Bookkeeper)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3 or equivalent qualification

Lyceum College

One-year Dip: Financial Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Southern Business School

Dip in Financial Management

Duration: 3 years

Entry Qualification: Std 10 with Mathematics SG 50%

This Diploma is supported by the Southern Cross University (Australia) and is evaluated by the HSRC as equivalent to Matric + 3 years of study

Success College

Inst of Vocational Studies (IVS) Dip: Financial Management

Duration: 18 months

Entry Qualification: Std 10

Success College

University-accredited Dip: Financial Management

Duration: 3 years

Entry Qualification: Std 10 with Mathematics HG 40% or SG 50%

A Certificate is obtained after the 1st year and a Higher Certificate after the 2nd year. The University of Pretoria acknowledges the academic subjects

as credits towards the completion of a B.Com. Degree

Technikon SA

Cert: Personal Financial Management

Duration: 1 year

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 Languages excluded)

University of South Africa

Programme in Financial Management & Investments

Duration: 1 year

Entry Qualification: Senior Certificate or equivalent qualification

Fire Services**Intec College**

Course in Fire Control & Prevention

Duration: Approximately 18 months

Entry Qualification: Std 8 or N1

Intec College

Inst of Fire Engineers (IFE) Graduation Examination

Duration: Approximately 1 year

Entry Qualification: Inst of Fire Engineers (IFE) Preliminary Certificate

Intec College

Inst of Fire Engineers (IFE)

Membership Examination

Duration: Approximately 12 months

Entry Qualification: Inst of Fire Engineers (IFE) Graduateship

Intec College

Inst of Fire Engineers (IFE) Preliminary Cert

Duration: Approximately 1 year

Entry Qualification: Std 8

Success College

University-accredited Dip in Fire Technology

Entry Qualification: Std 8 or Std 10

Success College

Higher Dip in Fire Science

Entry Qualification: Std 10

Firearms

Intec College

Gunpro: Dip

Duration: Approximately 18 months

Entry Qualification: Std 8

Flower Arranging

Intec College

Cert in Flower Arranging

Duration: Approximately 6 - 8 months

Entry Qualification: Std 8

Fuel Technology

Technikon SA

National Dip: Fuel Technology

Duration: 3 years

Entry Qualification: Std 10 with

Mathematics with a maximum of 2

subjects on LG (2 languages

excluded). Students must be employed in a career related to fuel technology After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Funeral Directing

Technisa (Technical College of South Africa)

Cert in Funeral Directing

Entry Qualification: Std 8

Hair Care

Distancekol

National Intermediate Cert (NIC): Hair Care

Duration: 1 year

Entry Qualification: Std 7

Distancekol

National Cert (N4-N6): Hair Care

Duration: 6 months per N level

Entry Qualification: N3

Distancekol

National Senior Cert (NSC): Hair Care

Duration: 1 year

Entry Qualification: National

Intermediate Cert: Hair Care

Technisa (Technical College of South Africa)

Hair Care for Apprentices (Modules 1-6)

Duration: 2 years

Entry Qualification: Registration with the Industrial Council for Hair Care

Trade as an apprentice is a prerequisite

Technisa (Technical College of South Africa)

National Intermediate Cert (NIC): Hair Care

Duration: 1 year

Entry Qualification: Std 7

Technisa (Technical College of South Africa)

National Cert (N4-N6): Hair Care

Duration: 6 months per N level

Entry Qualification: Std 10 or N3

Technisa (Technical College of South Africa)

National Senior Cert (NSC): Hair Care

Duration: 1 year

Entry Qualification: NIC Hair Care

Health, Nutrition & Fitness

Azaliah College of Further & Higher Education

Introductory Cert N4: Community Health Care

Duration: 6 months

Entry Qualification: Std 10 (Senior Certificate)

Azaliah College of Further & Higher Education

Vocational Cert (1-2) (Intermediate & Senior): Community Health Care

Duration: 6 months per Certificate

Entry Qualification: Std 7 plus 3 years work experience or Std 8 plus 2 years experience or Std 10

Complementary Health Studies Centre

Health & Personal Development Course

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive a Certificate of Competence

Complementary Health Studies Centre

Nutrition Course

Duration: 10 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Sport Nutrition Course

Duration: 8 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive a BSY Diploma

Complementary Health Studies Centre

Weight Consultancy Course

Duration: 12 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Nutritional Therapy Dip

Duration: 8 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Physical Fitness Dip

Duration: 7 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Students obtaining 70% or more receive a BSY Diploma

Health & Fitness Professionals Association

National Cert in Exercise Science

Fields: Aerobics Instruction; Gym Instruction

Duration: 6 months

Entry Qualification: No formal requirements

Practical tuition (minimum 30 hours) required for course. Distance learning students are allocated to a trainer in the centre of their choice

Health & Fitness Professionals Association

Dip in Exercise Science: Personal Trainer

Duration: 6 months

Entry Qualification: The National Certificate in Exercise Science
Aerobics or Gym Instructor

Practical tuition (minimum 30 hours) required for course. Distance learning students are allocated to a trainer in the centre of their choice

Intec College

Dip in Fitness & Nutrition

Duration: Approximately 10 months

Entry Qualification: Std 8

Herbalism

Complementary Health Studies Centre

Bach Flower Remedies Course

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Herbalism Course

Duration: 10 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Students obtaining 70% or more receive the BSY Diploma

SA College of Natural Medicine

National Dip in Herbal Medicine

Duration: 1 year

Entry Qualification: Std 8

South African College of Herbal Medicine & Health

Cert in Medicinal Herb Growing

Duration: 2 - 6 months

Entry Qualification: Students must be able to read and write English

South African College of Herbal Medicine & Health

Herbalism Dip

Duration: 3 - 12 months

Entry Qualification: Students must be able to read and write English

Homoeopathy

Complementary Health Studies Centre

Homoeopathy Course

Duration: 12 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Students obtaining 70% or more receive the BSY Diploma

Horticultural Studies

Technikon SA

National Dip: Horticulture

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Technikon SA

B.Tech. Degree: Horticulture

Duration: 1 year

Entry Qualification: National Diploma: Horticulture

Hotel & Catering

Azaliah College of Further & Higher Education

Vocational Cert (2-3): Food Service Supervision

Duration: 6 months per Certificate

Entry Qualification: Std 7 or N1

Azaliah College of Further & Higher Education

Vocational Cert (2-3): Hotelkeeping

Duration: 6 months per Certificate

Entry Qualification: Std 7

Erdec College

Dip in Hotel & Catering Management

Duration: 24 months

Entry Qualification: Std 10 or 3 years experience

Intec College

Cert in Hotel Management

Duration: 12 - 18 months

Entry Qualification: Std 8

Intec College

Dip in Gourmet Cooking & Catering

Duration: Approximately 10 months

Entry Qualification: Std 8

Intec College

Dip in Hotel Management

Duration: 2 - 3 years

Entry Qualification: Std 8

Success College

University-accredited Dip: Hotel & Tourism Management

Duration: 3 years

Entry Qualification: Std 10 with Mathematics HG 40% or SG 50%
A Certificate is obtained after the 1st year and a Higher Certificate after the 2nd year of study. The University of Pretoria acknowledges the academic subjects as credits towards the completion of a B.Com. Degree

<p>Housing Development & Management</p>
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Technikon SA

National Dip: Housing Development & Management

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

<p>Human Resources / Personnel Management</p>
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Allenby In-Home Study

Dip in Human Resources Management

Entry Qualification: Std 10 or 23 years of age with an equivalent qualification and a working knowledge of English

Azaliah College of Further & Higher Education

Management Cert (N4-N6): Human Resource Management

Duration: 6 months per N level

Entry Qualification: Std 10 or appropriate N3

Damelin Correspondence College

Inst of Administration & Commerce (IAC) Cert: Personnel Management

Duration: 1 year

Entry Qualification: Std 10 (Grade 12) or appropriate business experience

Damelin Correspondence College

Damelin Dip in Human Resource Management

Duration: 1 year

Entry Qualification: Std 10 (Grade 12) or appropriate experience

Damelin Correspondence College

DMS Dip: Personnel & Training Management (PTM)

Duration: 6 months - 1 year

Entry Qualification: Std 8 (Grade 10) or appropriate experience

Damelin Correspondence College

Inst of Administration & Commerce (IAC) Dip: Personnel Management

Duration: 2 years

Entry Qualification: The Certificate in Personnel Management

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Damelin Correspondence College

Advanced Damelin Dip in Human Resource Management

Duration: 1 year

Entry Qualification: Damelin Diploma in Human Resource Management, unless exemption is granted by Damelin

Erdec College

Dip in Personnel Management

Duration: 24 months

Entry Qualification: Std 10 or 3 years experience

Institute of Personnel Management

Inst of Personnel Management (IPM)

Specialised Cert

Fields: Industrial Relations

Management, Personnel Services

Management, Training Management

Duration: 2 years

Entry Qualification: Std 10 or Std 8 and 25 years of age

All courses are credits toward IPM

Diploma in Personnel Management

Institute of Personnel Management

Inst of Personnel Management (IPM)

Dip in Personnel Management

Fields: Industrial Relations, Training Management, Personnel Management, Human Resources

Duration: 3 years

Entry Qualification: Std 10 or Std 8 and 25 years of age

This Diploma is evaluated by the HSRC as an M+3 qualification, RVQ 13 by the Public Service Commission and Associate Practitioner by SABPP

Intec College

Inst of Administration & Commerce

(IAC) Cert in Personnel Management

Duration: 6 - 12 months

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

Intec College

Inst of Administration & Commerce

(IAC) Dip in Personnel Management

Duration: 1 - 3 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Intec College

Intec Dip in Personnel Management

Duration: 1 - 2 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Lyceum College

Inst of Administration & Commerce

(IAC) Dip: Personnel Management

Duration: 3 years

Entry Qualification: Std 10. Age, general educational background and actual business experience will also be taken into consideration

The HSRC evaluated this Diploma as equivalent to Std 10 + 3 years of study

Lyceum College

Inst of Vocational Studies (IVS) 18-

month Dip (Personnel Manager, Industrial Relations Manager, Training Manager)

Fields: Industrial Relations

Management, Personnel Management, Training Management

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3

Lyceum College

One-year Dip: Personnel Management
Duration: 1 year
Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Lyceum College

Three-year University Accredited Dip:
 Personnel Management
Duration: 3 years
Entry Qualification: Std 10
 This Diploma is accredited by the University of Pretoria

Rand Afrikaans University

Advanced Cert in Service Relations
 Management
Duration: 2 years
Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Human Resources Development
Duration: 2 years
Entry Qualification: Contact the University

Rand Afrikaans University

B.A.(Human Resources Development)
Duration: 2 years
Entry Qualification: Contact the University

Rand Afrikaans University

B.Com.(Human Resources
 Development)
Duration: 2 years
Entry Qualification: Contact the University

Southern Business School

Dip in Human Resource Management
Duration: 3 years
Entry Qualification: Std 10
 This Diploma is supported by the Southern Cross University (Australia) and is evaluated by the HSRC as equivalent to Matric + 3 years of study

Success College

Inst of Administration & Commerce (IAC) Dip: Personnel Management
Entry Qualification: Std 10
 A full IAC Diploma comprises 14 subjects. Completion of the 6 core subjects leads to obtaining the Intermediate Certificate. The Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study. The Commission for Administration recognises IAC Diploma holders for appointment and promotion purposes in the Public Service

Success College

University-accredited Dip: Human Resources Management
Duration: 3 years
Entry Qualification: Std 10 with Mathematics HG 40% or SG 50%
 A Certificate is obtained after the 1st year and a Higher Certificate after the 2nd year of study. The University of Pretoria acknowledges the academic subjects as credits towards the completion of a B.Com. Degree

Technikon SA

National Dip: Human Resources Management
Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Technikon SA

B.Tech. Degree: Human Resources Management

Duration: 1 year

Entry Qualification: National Diploma: Human Resources Management or equivalent (M+3) qualification with Personnel Management III or Industrial Psychology III, Labour/Industrial Relations and Management of Training at 2nd year level

University of South Africa

Advanced Programme in Human Resource Management

Duration: 18 months

Entry Qualification: Certificate in Human Resource Management or equivalent qualification

University of South Africa

Programme in Human Resource Management

Duration: 1 year

Entry Qualification: Senior Certificate or equivalent qualification

Human Sciences

University of South Africa

B.A.

Fields: General

Duration: 3 years

Entry Qualification: Std 10 with university admission

University of South Africa **B.A.(Hons.)**

Duration: 1 year

Entry Qualification: An appropriate B. Degree

Import & Export

The South African Institute of Export **Cert in Export Practice**

Duration: 2 years

Entry Qualification: Std 10

The South African Institute of Export **Dip in Export Management**

Duration: 1 year

Entry Qualification: The Certificate in Export Practice

The aim of the Diploma is to prepare the candidate for a career in exporting and to provide an internationally recognised qualification

University of South Africa

Programme in International Freight Management & Administration for Importers & Exporters

Duration: 1 year

Entry Qualification: Senior Certificate or equivalent qualification

Industrial Relations

Allenby In-Home Study

Dip in Industrial Relations

Entry Qualification: Std 10 or 23 years of age with an equivalent qualification and a working knowledge of English

Damelin Correspondence College

Inst of Administration & Commerce (IAC) Cert: Industrial Relations

Duration: 1 year

Entry Qualification: Std 10 (Grade 12) or appropriate business experience

Damelin Correspondence College

Inst of Administration & Commerce (IAC) Dip: Industrial Relations

Duration: 2 years

Entry Qualification: The Certificate in Industrial Relations

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Intec College

Inst of Administration & Commerce (IAC) Cert in Industrial Relations

Duration: 6 - 12 months

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers

(ICB) Associate Certificate or equivalent

Intec College

Intec Cert in Industrial Relations

Duration: 6 - 12 months

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

Inst of Administration & Commerce (IAC) Dip in Industrial Relations

Duration: 1 - 3 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Lyceum College

Inst of Administration & Commerce (IAC) Dip: Industrial Relations

Duration: 3 years

Entry Qualification: Std 10 and 16 years of age. Age, general educational background and actual business experience will also be taken into consideration

The HSRC evaluated this Diploma as equivalent to Std 10 + 3 years of study

Southern Business School

Cert in Industrial Relations

Duration: 1 year

Entry Qualification: Std 10 or relevant experience

This Diploma is evaluated by the HSRC as equivalent to Matric + 3 years of study

Success College

Inst of Administration & Commerce (IAC) Dip: Industrial Relations

Entry Qualification: Std 10

A full IAC Diploma comprises 14 subjects. Completion of the 6 core subjects leads to obtaining the Intermediate Certificate. The diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study. The Commission for Administration recognises IAC Diploma holders for

appointment and promotion purposes in the Public Service

University of South Africa

Development Programme in Labour Relations (DPLR)

Duration: 12 months

Entry Qualification: Senior Certificate or equivalent qualification plus 3 years appropriate experience and be able to join a study group of at least 7 persons
The DPLR is designed to prepare human resource practitioners and line managers for effective high level management of the industrial relations function in their work environment

Intercultural Studies

Technikon SA

Cert: Intercultural Studies

Duration: 1 year

Entry Qualification: Std 10

Interior Design

Calder School of Interior Design

Cert in Interior Decoration

Duration: 4 months

Entry Qualification: Matric or equivalent. A thorough understanding of English

Calder School of Interior Design

Introductory Course in Interior Decorating

Duration: 3 - 4 months

Entry Qualification: Matric or equivalent. A thorough understanding of either English or Afrikaans

Calder School of Interior Design

Dip in Interior Design & Decoration

Duration: 1 year

Entry Qualification: Matric or equivalent. A thorough understanding of English

The following personal attendance courses are also offered: Higher Diploma in Interior Design & Decorating and Basic Interior Decorating

Intec College

Dip in Interior Decorating

Duration: Approximately 12 - 18 months

Entry Qualification: Std 8

Intec College

Dip in Interior Decorating & Introductory Building

Duration: Approximately 18 - 24 months

Entry Qualification: Std 8

The Leisure Group

Sheffield School of Interior Design Cert

Duration: 1 - 3 years

Entry Qualification: No requirements

Internal Auditing

Azaliah College of Further & Higher Education

Management Cert (4-6): Internal Auditing

Duration: 6 months per Certificate

Entry Qualification: Std 10 or appropriate N3

Intec College

Intec Dip in Internal Auditing

Duration: 1 - 2 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Internal Auditor)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3

Lyceum College

One-year Dip: Internal Auditing

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Technikon SA

National Dip: Internal Auditing

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Technikon SA

B.Tech. Degree: Internal Auditing

Duration: 1 year

Entry Qualification: National Dip: Internal Auditing or any National Diploma or B. Degree with appropriate n subjects in Internal Auditing and Accounting

Inventory Management

Purchasing & Supply Management (PSM) College

Dip in Inventory Management

Duration: 2 - 12 months by correspondence or 4 days full-time or 9 weeks part-time

Entry Qualification: Students with some academic training and on-the-job experience at a junior, intermediate and advanced level

This course is designed for professional inventory and materials managers

Journalism

Allenby In-Home Study

Dip in Journalism

Entry Qualification: A working knowledge of English

This course also prepares the student for further study in a more specialised field, such as Marketing, Advertising or Public Relations

Intec College

Cert in Freelance Journalism

Duration: Approximately 12 months

Entry Qualification: Std 10 or equivalent

Labour Relations

Rand Afrikaans University

Cert in Labour Relations

Duration: 1 year

Entry Qualification: Contact the University

Rand Afrikaans University

B.A.(Labour Relations)

Duration: 2 years

Entry Qualification: Contact the University

Rand Afrikaans University

B.Com.(Labour Relations)

Duration: 2 years

Entry Qualification: Contact the University

Landscape Technology

Technikon SA

National Dip: Landscape Technology

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Technikon SA

B.Tech. Degree: Landscape Technology

Duration: 1 year

Entry Qualification: National Diploma: Landscape Technology

Languages

Allenby In-Home Study

ERIC National Business English Cert

Entry Qualification: No requirements
This course will develop the student's communication and writing skills

Intec College

Cert in French, German, Italian, Spanish or Living Xhosa/Zulu

Fields: French, German, Italian, Spanish, Xhosa, Zulu - Conversational

Duration: Approximately 12 months

Entry Qualification: Std 8

Intec College

Cert in Practical Business English

Duration: Approximately 12 months

Entry Qualification: Std 10 or equivalent

Success College

Non-formal Language Courses

Fields: Northern Sotho, Southern Sotho, Xhosa, Zulu

Technikon SA

National Dip: Language Practice

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

The Leisure Group

Language School's Dip in English

Duration: 1 - 2 years

Entry Qualification: No requirements

Law

Intec College

Dip in Law & Taxation

Duration: Approximately 1 year

Entry Qualification: Std 10 with university admission and at least 5 subjects or the General Certificate of Education with 2 subjects at A Level and 3 subjects at O Level with English and Mathematics

Rand Afrikaans University

Advanced Dip in Labour Law

Duration: 1 year

Entry Qualification: Contact the University

University of South Africa

Cert Course in Practical Labour Law

Duration: 6 months

Entry Qualification: No formal qualifications but a high level of language proficiency is essential

University of South Africa

Cert Programme in Law

Duration: 1 year

Entry Qualification: Senior Certificate

University of South Africa

Cert Programme on 'Women and the Law'

Duration: March - January

Entry Qualification: Senior Certificate

University of South Africa

Advanced Labour Law Programme

Duration: April/May to

January/February

Entry Qualification: Senior Certificate and have completed a course in labour law offered by a university or other institution or suitable training courses and extensive practical experience in the application of labour law principles

University of South Africa

Dip. Iuris

Duration: 3 years

Entry Qualification: Std 10 with at least 5 subjects on HG or SG

University of South Africa

Dip. Legum

Duration: 2 years

Entry Qualification: Dip. Iuris. or having passed the Public Service Law examination

University of South Africa

B. Iur.

Duration: 3 years

Entry Qualification: Std 10 with university admission

University of South Africa

B. Proc.

Duration: 4 years

Entry Qualification: Std 10 with university admission

University of South Africa

LL. B.

Duration: 4 years or 2 years for candidates with a B. Proc. or B. Juris degree

Entry Qualification: An appropriate B. Degree

University of South Africa

LL. M.

Entry Qualification: LL. B.

University of South Africa

LL. D.

Entry Qualification: LL. B.

Library & Information Science
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Technikon SA

National Dip: Library & Information Practice

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded). Students must be employed in a field of library and information work

University of South Africa

B.Bibl.

Duration: 4 years

Entry Qualification: Std 10 with university admission

University of South Africa

B.Bibl.(Hons.)

Duration: 1 year

Entry Qualification: A four-year B. Degree in Library & Information Science or a B. Degree with a postgraduate degree or diploma in Library & Information Science or a three-year B. Degree with Information Science as major and Applied Information Science on fourth level

Witwatersrand Institute for Tertiary Tuition

Library Work Cert

Duration: 6 months

Entry Qualification: Std 8

This Certificate is issued by Technikon SA

Local Government

COLSA (College for Open Learning)

Cert in Capacity Building Programme in Local Government

Duration: 6 months

Entry Qualification: Std 8 or 23 years of age

Accredited by Technikon SA. Provides students with a credit towards the Certificate in Local Government and Development Management

COLSA (College for Open Learning)

Cert in Local Government & Development Management

Duration: 1 year

Entry Qualification: Std 8 or 23 years of age

Accredited by Technikon SA. Two credits will be awarded towards the National Diploma

Lyceum College

Inst of Administration & Commerce (IAC) Dip: Local Government

Duration: 3 years

Entry Qualification: Std 10. Age, general educational background and actual business experience will also be taken into consideration

The HSRC evaluated this Diploma as equivalent to Std 10 + 3 years of study

Success College

Inst of Administration & Commerce (IAC) Dip: Local Government

Entry Qualification: Std 10

A full IAC Diploma comprises 14 subjects. Completion of the 6 core subjects leads to obtaining the

Intermediate Certificate. The Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study. The Commission for Administration recognises IAC Diploma holders for appointment and promotion purposes in the Public Service

Technikon SA

National Dip: Local Government Finance

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Local Management

Lyceum College

Three-year University Accredited Dip: Local Management

Duration: 3 years

Entry Qualification: Std 10, but age and applicable experience will also be taken into consideration

This Diploma is accredited by the University of Pretoria

Locksmithing

Milwaukee International Colleges

Course in Practical Locksmithing

Logistics

Purchasing & Supply Management (PSM) College

Advanced Dip in Logistics & Operations Management

Duration: 3 - 12 months by correspondence or 5 days full-time or 12 weeks part-time

Entry Qualification: Students with some academic training and on-the-job experience at a junior, intermediate and advanced level

University of South Africa

Programme in Business Logistics: A Transport Approach

Duration: 1 year

Entry Qualification: Senior Certificate or equivalent qualification

Maintenance Management

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Maintenance Manager, Engineering Foreman)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3 or equivalent qualification

Lyceum College

One-year Dip: Maintenance Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Success College

Inst of Vocational Studies (IVS) Dip:

Maintenance Management

Duration: 18 months

Entry Qualification: Std 10

Management

Allenby In-Home Study

Dip in Management Skills

Entry Qualification: No formal requirements. A working knowledge of English

Damelin Correspondence College

Damelin Dip in Management

Duration: 1 year

Entry Qualification: Std 10 (Grade 12) or appropriate experience

Damelin Correspondence College

Advanced Damelin Dip in Management

Duration: 1 year

Entry Qualification: Damelin Diploma in Management, unless exemption is granted by Damelin

Graduate Institute of Management & Technology

Henley Cert in Management

Duration: 1 year

3 workshops are held during the year

Hampton Community College - London Chamber of Commerce & Industry Examinations Board (LCCI)

Group Diploma in Managerial

Principles

Duration: 2 years

Entry Qualification: No requirements

These subjects are equivalent to GCE A Levels

IMC Business School SA

General Management Programme (GMP)

Duration: 6 - 12 months

Entry Qualification: Matric + relevant work experience and working on a career in management

Possible admission to the B.Management or MBA from IMC Business School

Lyceum College

One-year Dip: General Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Lyceum College

Three-year University Accredited Dip: General Management

Duration: 3 years

Entry Qualification: Std 10, but age and applicable experience will also be taken into consideration

This Diploma is accredited by the University of Pretoria

Southern Business School

Cert in General Management

Duration: 1 year

Entry Qualification: Std 10 or relevant experience

This Diploma is evaluated by the HSRC as equivalent to Matric + 3 years of study

Success College

Management Dip: Own Choice

Duration: 3 years

Entry Qualification: Std 10

A Certificate is obtained after the 1st year and a Higher Certificate after the 2nd year of study. University-accredited as well as career subjects may be chosen and Mathematics is not a prerequisite

Technikon SA

National Dip: Management

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Technikon SA

National Higher Dip: Management Practice

Duration: 1 year

Entry Qualification: Appropriate National Diploma

University of South Africa

African Management Programme

Duration: 1 year

Entry Qualification: Senior Certificate. Students nominated by a business organisation must have a Senior Certificate or suitable experience

University of South Africa

CIS Management Programme

Entry Qualification: Senior Certificate or equivalent qualification with a numeric subject (e.g. Mathematics, Accounting or Science) on this level

University of South Africa

Management Programme for Trade Unions

Duration: 1 year

Entry Qualification: Senior Certificate or equivalent qualification or relevant work experience

University of South Africa

Short Course in Multi-cultural Sensitivity for Managers

Duration: 6 months

Entry Qualification: Senior Certificate or equivalent qualification. Suitable experience may also be considered

Management Development
Allenby In-Home Study

Advanced Dip in Management Development

Entry Qualification: The Diploma in Management Skills or equivalent qualification. A working knowledge of English

This Diploma is accredited by Midrand Campus and the Institute for Entrepreneurial Studies

Damelin Correspondence College

DMS Dip: Manager Development (MD)

Duration: 6 - 12 months

Entry Qualification: Std 10 (Grade 12) or appropriate experience

Graduate Institute of Management & Technology

Henley Executive Development Programme (EDP)

Duration: 1 or 2 years

Entry Qualification: Postgraduate studies

Workshops, credits towards MBA and accreditation by Henley

University of South Africa

Advanced Executive Programme (AEP)

Duration: 15 months

Entry Qualification: Senior Certificate or equivalent qualification plus 10 years appropriate experience and be able to join a study group of at least 7 persons
The AEP is orientated towards general strategic leadership for top management. Prospective participants are typically between 30 and 50 years of age

University of South Africa

Fundamental Management Programme (FMP)

Duration: 9 months

Entry Qualification: Senior Certificate or equivalent qualification plus 3 years appropriate experience and be able to join a study group of at least 7 persons
The FMP provides professional education at the first management level

University of South Africa

Management Development Programme (MDP)

Duration: 12 months

Entry Qualification: Senior Certificate or equivalent qualification plus 3 years appropriate experience and be able to join a study group of at least 7 persons
The MDP provides professional education in functional/middle management

Marketing

Allenby In-Home Study

Cert in Marketing

Entry Qualification: No formal requirements

It is strongly recommended that students without a formal high school qualification first complete the Allenby In-Home Study Certificate in Business Administration Skills. This Certificate is accredited by Midrand Campus and the Institute for Entrepreneurial Studies

Allenby In-Home Study

Dip in Marketing

Entry Qualification: The Certificate in Marketing or equivalent qualification and a working knowledge of English
This Diploma is accredited by Midrand Campus and the Institute for Entrepreneurial Studies

Azaliah College of Further & Higher Education

Management Cert (N4-N6): Marketing & Sales Management

Duration: 6 months per N level

Entry Qualification: Std 10 or N3

Damelin Correspondence College

DMS Cert: Sales & Marketing Management (SMM)

Duration: 6 - 12 months

Entry Qualification: Std 8 (Grade 10) or appropriate experience

Damelin Correspondence College

Inst of Marketing Management (IMM)
Cert in Marketing Communications level 2

Duration: 1 year

Entry Qualification: The Certificate in Marketing level 1

Damelin Correspondence College

Inst of Marketing Management (IMM)
Cert in Retail Marketing

Duration: 1 year

Entry Qualification: Std 10 (Grade 12) or appropriate experience

Damelin Correspondence College

Damelin Dip in Marketing Management

Duration: 1 year

Entry Qualification: Std 10 (Grade 12) or appropriate experience

Damelin Correspondence College

Damelin Dip in Retail Marketing

Duration: 1 year

Entry Qualification: Std 10 (Grade 12) or appropriate experience

Damelin Correspondence College

Advanced Damelin Dip in Marketing Management

Duration: 1 year

Entry Qualification: Damelin Diploma in Marketing Management, unless exemption is granted by Damelin

Damelin Correspondence College

Inst of Marketing Management (IMM)
Graduate Dip in Marketing

Duration: 1 year

Entry Qualification: Certificate in Marketing - Levels 1 & 2

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Erdec College

Dip in Marketing

Duration: 18 months

Entry Qualification: Std 10 or 3 years experience

Intec College

Inst of Administration & Commerce (IAC) Cert in Marketing Management

Duration: 6 - 12 months

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

Intec College

Inst of Marketing Management (IMM)
Cert in Marketing

Duration: 1 year

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

Inst of Marketing Management (IMM)
Cert in Retail Marketing

Duration: 1 year

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

Intec Cert in Marketing

Duration: 6 - 12 months

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

Inst of Administration & Commerce (IAC) Dip in Marketing Management

Duration: 1 - 3 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Intec College

Inst of Marketing Management (IMM)
Graduate Dip in Marketing

Duration: 3 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

Inst of Marketing Management (IMM)
Graduate Dip in Marketing Research

Duration: 3 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

Intec Dip in Marketing Management

Duration: 3 years

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Lyceum College

Inst of Administration & Commerce (IAC) Dip: Marketing

Duration: 3 years

Entry Qualification: Std 10. Age, general educational background and actual business experience will also be taken into consideration

The HSRC evaluated this Diploma as equivalent to Std 10 + 3 years of study

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Marketing Manager, Sales Manager, Sales Representative)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3 or equivalent qualification

Lyceum College

One-year Dip: Marketing & Sales

Duration: 1 year

Entry Qualification: Std 10 and 18 years of age

Lyceum College

Three-year University Accredited Dip: Marketing Management

Duration: 3 years

Entry Qualification: Std 10

This Diploma is accredited by the University of Pretoria

Southern Business School

Dip in Marketing Management

Duration: 3 years

Entry Qualification: Std 10

This Diploma is supported by the Southern Cross University (Australia) and is evaluated by the HSRC as equivalent to Matric + 3 years of study

Success College

Inst of Administration & Commerce (IAC) Dip: Marketing Management

Entry Qualification: Std 10

A full IAC Diploma comprises 14 subjects. Completion of the 6 core subjects leads to obtaining the

Intermediate Certificate. The Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study. The Commission for Administration recognises IAC Diploma holders for appointment and promotion purposes in the Public Service

Success College

Inst of Vocational Studies (IVS) Dip:
Marketing & Sales Management
Duration: 18 months
Entry Qualification: Std 10

Success College

University-accredited Dip: Marketing
Management

Duration: 3 years
Entry Qualification: Std 10
A Certificate is obtained after the 1st year and a Higher Certificate after the 2nd year of study. The University of Pretoria acknowledges the academic subjects as credits towards the completion of a B.Com. Degree

Technikon SA

National Dip: Marketing
Duration: 3 years
Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)
After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Technikon SA

National Dip: Pharmaceutical
Marketing
Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Technikon SA

B.Tech. Degree: Marketing
Duration: 1 year
Entry Qualification: Appropriate National Diploma

University of South Africa

Cert Programme in Marketing & Marketing Research
Duration: 1 year
Entry Qualification: Senior Certificate

University of South Africa

Programme in Advanced Marketing Management
Duration: 1 year
Entry Qualification: A university degree or a relevant technikon diploma or a relevant certificate such as the IMM, or the Programme in Marketing or the Programme in Industrial Marketing

University of South Africa

Programme in Industrial Marketing
Duration: 1 year
Entry Qualification: Senior Certificate or equivalent qualification

University of South Africa

Programme in Marketing Management
Duration: 1 year
Entry Qualification: Senior Certificate or equivalent qualification

University of South Africa

Short Course in Marketing
Duration: 12 weeks

Entry Qualification: Senior Certificate or equivalent qualification

Compulsory formal lectures on Saturday mornings and/or Monday evenings (Pretoria only)

University of South Africa

Postgraduate Dip in Marketing Management

Duration: 1 year

Entry Qualification: An appropriate B. Degree

Witwatersrand Institute for Tertiary Tuition

Cert in Market Research

Duration: 6 months

Entry Qualification: Std 8

This Certificate is issued by Technikon SA

subjects on LG (2 languages excluded). Students must be employed on a mine or in a mining related career

Technikon SA

National Dip: Surface Mining

Duration: 3 years

Entry Qualification: Std 10 with Mathematics and Physical Science HG 40% or SG 50% with a maximum of 2 subjects on LG (2 languages excluded). Candidate must be employed on a mine or in a mining related career

Technisa (Technical College of South Africa)

National Cert in Mining

Entry Qualification: Std 7 with Mathematics and Physical Science

Mining

Technikon SA

National Dip: Coal Mining

Duration: 3 years

Entry Qualification: Std 10 with Mathematics and Physical Science HG 40% or SG 50% with a maximum of 2 subjects on LG (2 languages excluded). Candidate must be employed on a mine or in a mining related career

Technikon SA

National Dip: Metalliferous Mining

Duration: 3 years

Entry Qualification: Std 10 with Mathematics and Physical Science HG SG 50% with a maximum of 2

Motor Driving

African United College

Theoretical Motor Driving Course

Duration: 3 to 4 months

Entry Qualification: No formal requirements

Motor Vehicle Technology

African United College

Mechanical Motor Maintenance Course

Duration: 3 to 4 months

Entry Qualification: Ability to read English

Intec College

Course in Motor Vehicle Technology

Duration: Approximately 12 months

Entry Qualification: Std 8 or N1

Intec College

Dip in Motor Cycle Repair

Duration: Approximately 12 months

Entry Qualification: Std 8 or N1

Intec College

Dip in Motor Vehicle Technology

Duration: Approximately 18 months

Entry Qualification: Certificate in Motor Vehicle Technology or N3 with Mathematics, Engineering Science, Engineering Drawing and Motor Trade Technology

Municipal Administration

Technikon SA

National Dip: Municipal Administration

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Museum Technology

Technikon SA

National Dip: Museum Technology

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Music

University of South Africa

B.Mus.

Duration: 4 years

Entry Qualification: Std 10 with university admission and a sound knowledge of the rudiments of music equivalent with Grade 3 Theory (UNISA). Harmony and Counterpoint option: Std 10 Music or Grade 5 in a keyboard instrument. Candidates who do not meet the requirements may sit for an entrance examination

University of South Africa

B.Mus.(Hons.)

Duration: 1 year

Entry Qualification: B.Mus. or B.A. with History of Music IV as major, Music I, Harmony and Counterpoint I and II and Music Form I and II OR B.A.(Music), B.Mus.(Ed.) or B.A.(Ed.)(Mus.) with History of Music IV or Harmony and Counterpoint IV

Natural Medicine

SA College of Natural Medicine

Dip in Natural Medicine

Duration: 4 years

Entry Qualification: National Diploma or B. Degree

Natural Sciences

University of South Africa

B.Sc.

Fields: General

Duration: 3 years

Entry Qualification: Std 10 with university admission and Mathematics HG 40% or SG 50%

University of South Africa

B.Sc.(Hons.)

Duration: 1 year

Entry Qualification: An appropriate B. Degree

University of South Africa

M.Sc.

Duration: 1 year

Entry Qualification: An appropriate B.Sc.(Hons.) Degree

Noise Control

Technikon SA

National Cert: Noise Control

Duration: 1 year

Entry Qualification: A qualification in Public Health or Std 10 with 2 years appropriate experience

Nursing

COLSA (College for Open Learning)

Applied Nursing in a Laboratory Context

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC Accredited by the University of Potchefstroom

COLSA (College for Open Learning)

Cert in Cardio Thoracic Critical Care Nursing Science

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC Accredited by the University of Potchefstroom

COLSA (College for Open Learning)

Cert in Financial Health Management

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC Accredited by the University of Potchefstroom

COLSA (College for Open Learning)

Cert in General Critical Care Nursing Science

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC Accredited by the University of Potchefstroom

COLSA (College for Open Learning)

Cert in Health Assessment, Treatment & Care

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC Diploma of the University of Potchefstroom

COLSA (College for Open Learning)

Cert in Neonatal Nursing Science

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC Accredited by the University of Potchefstroom

COLSA (College for Open Learning)

Cert in Nursing Dynamics & Interpersonal Skills

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC
Accredited by the University of Potchefstroom

COLSA (College for Open Learning)

Cert in Nursing Research

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC
Accredited by the University of Potchefstroom

COLSA (College for Open Learning)

Cert in Operation Room Nursing Science

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC
Accredited by the University of Potchefstroom

COLSA (College for Open Learning)

Cert in Pharmacology

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC
Accredited by the University of Potchefstroom

COLSA (College for Open Learning)

Cert in Primary Health Care Approach

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC
Accredited by the University of Potchefstroom

COLSA (College for Open Learning)

Cert in Trauma Nursing Science

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC
Accredited by the University of Potchefstroom

COLSA (College for Open Learning)

Cert in Unit/Clinic Management

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC
Accredited by the University of Potchefstroom

COLSA (College for Open Learning)

Dip in Community Nursing Science

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC
Diploma of the University of Potchefstroom

COLSA (College for Open Learning)

Dip in Health Assessment, Treatment & Care

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC
Diploma of the University of Potchefstroom

COLSA (College for Open Learning)

Dip in Nursing Education

Duration: 1 year

Entry Qualification: Diploma in General Nursing and registered with SAINC
Diploma of the University of Potchefstroom

COLSA (College for Open Learning)

Dip in Nursing Management

*Duration: 1 year**Entry Qualification:* Diploma in General Nursing and registered with SAINC

Diploma of the University of Potchefstroom

COLSA (College for Open Learning)

Two-year Dip in Community Nursing & Health Assessment, Treatment & Care

*Duration: 2 years**Entry Qualification:* Diploma in General Nursing and registered with SAINC

Diploma of the University of Potchefstroom

COLSA (College for Open Learning)

Two-year Dip in Nursing Education & Community Nursing

*Duration: 2 years**Entry Qualification:* Diploma in General Nursing and registered with SAINC

Diploma of the University of Potchefstroom

COLSA (College for Open Learning)

Two-year Dip in Nursing Education & Nursing Management

*Duration: 2 years**Entry Qualification:* Diploma in General Nursing and registered with SAINC

Diploma of the University of Potchefstroom

COLSA (College for Open Learning)

Two-year Dip in Nursing Management & Community Nursing

*Duration: 2 years**Entry Qualification:* Diploma in General Nursing and registered with SAINC

Diploma of the University of Potchefstroom

Lyceum College

Cert in Nursing Science Management

Entry Qualification: Std 10. Candidates must be Nursing personnel or Maternity nurses (midwife) and must be registered as members of the SA Nursing Council

The training is controlled by the University of Pretoria and approved by the SA Nursing Council

Rand Afrikaans University

Cert in Diabetes Mellitus Nursing

*Duration: 1 year**Entry Qualification:* Contact the University**Rand Afrikaans University**

Cert in Nephrological Nursing

*Duration: 1 year**Entry Qualification:* Contact the University**Rand Afrikaans University**

Cert in Pharmacology for Nurses

*Duration: 1 year**Entry Qualification:* Contact the University**Rand Afrikaans University**

Cert in Post-basic Neonatal Nursing Science

*Duration: 1 year**Entry Qualification:* Contact the University**Rand Afrikaans University**

Cert in Primary Health: Diagnosis, Treatment & Care

Duration: 1 year

Entry Qualification: Contact the University

Rand Afrikaans University

Cert in Psychiatric Nursing Skills & Methods

Duration: 1 year

Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Advanced Midwifery & Neonatal Nursing

Duration: 1 year

Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Advanced Nursing Dynamics: Unit Management & Unit Care

Duration: 1 year

Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Community Nursing Science

Duration: 1 year

Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Medical & Surgical Nursing: General Critical Care Nursing

Duration: 1 year

Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Medical & Surgical Nursing:

Emergency Room Nursing

Duration: 1 year

Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Medical & Surgical Nursing: Trauma Nursing

Duration: 1 year

Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Perinatal Teaching

Duration: 2 years

Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Primary Health Care: Clinical Nursing, Diagnosis, Treatment & Care

Duration: 2 years

Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Psychiatric Nursing

Duration: 2 years

Entry Qualification: Contact the University

University of South Africa

B.A.(Cur.)

Duration: 3 years

Entry Qualification: Std 10 with university admission and registration with the SA Nursing Council as a general or psychiatric nurse

University of South Africa

B.A.(Cur.)(Hons.)

Duration: 1 year

Entry Qualification: A recognised B. Degree in Nursing. Advanced Nursing

option: Proof of a position at an approved hospital

University of South Africa

Postgraduate Dip in Advanced Nursing

Duration: 1 year

Entry Qualification: B. Degree and one of the following courses: Nursing Education III, Health Service Management III, Community Nursing Science III or Ethos of Nursing & Professional Practice III

Office Management & Administration

Damelin Correspondence College

DMS Dip: Office Administration

Duration: 6 - 12 months

Entry Qualification: Std 8 (Grade 10) or appropriate experience

Lyceum College

Inst of Vocational Studies (IVS) Cert Part 1, 2 & 3

Fields: Clerical, Reception,

Switchboard Operating

Duration: 18 months

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Office Manager, Administration Manager, Office Supervisor)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3 or equivalent qualification

Lyceum College

ar Dip: Office Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Milwaukee International Colleges

Course in Office Administration

Success College

Inst of Vocational Studies (IVS) Dip:

Office Management

Duration: 18 months

Entry Qualification: Std 10

Witwatersrand Institute for Tertiary

Tuition

Office Administration & Management Cert

Duration: 6 months

Entry Qualification: Std 8

This Certificate is issued by Technikon SA

Open Space & Recreation Management

Technikon SA

National Dip: Open Space & Recreation Management

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Technikon SA

B.Tech. Degree: Open Space & Recreation Management

Duration: 1 year

Entry Qualification: Appropriate National Diploma

Organisation & Work Study

Technikon SA

National Dip: Organisation & Work Study

Fields: Civil Service, Factories, Offices

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded). Candidates must have access to or be employed in a work study environment

Paint Technology

Distancekol

National Cert: Paint Technology

Duration: 2 years

Entry Qualification: Std 7 with Mathematics and Science

Technisa (Technical College of South Africa)

National Cert in Paint Technology

Entry Qualification: Std 8 with Mathematics and Physical Science or N1 with Mathematics, Engineering Science and Industrial Chemistry Students must have access to a laboratory

Pest Control

Distancekol

National Cert: Pest Control

Duration: 1 year

Entry Qualification: Std 7 with Mathematics and Science

Technisa (Technical College of South Africa)

National Cert in Pest Control

Entry Qualification: Std 8

Photography

African United College

Expert Photography Course

Duration: 3 to 4 months

Entry Qualification: Ability to read English

Intec College

Practical Photography Cert

Duration: Approximately 12 months

Entry Qualification: Std 8

Milwaukee International Colleges

Course in Photography

The Leisure Group

New York Inst of Photography Cert

Duration: 6 months to 3 years

Entry Qualification: No requirements

Plant Operation

Distancekol

National Cert (N1-N3): Plant Operation

Duration: 3 months per N level

Entry Qualification: Std 7 with Mathematics and Science

Distancekol

National Cert (N4-N6): Plant Operation

Duration: 3 months per N level

Entry Qualification: N3

Police & Correctional Services

COLSA (College for Open Learning)

Introduction to Practice Orientated Penology

Duration: 1 year

Entry Qualification: Std 8

COLSA (College for Open Learning)

Outcomes Based Cert in Basic Policing

Duration: 1 year

Entry Qualification: Std 8 or ABET level 4

Accredited by Technikon SA

Technikon SA

Cert: Community Policing

Duration: 6 months

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Technikon SA

Cert: Police Management

Duration: 6 months

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded). A student must be in a managerial position e.g. sergeant or higher

Technikon SA

National Dip: Correctional Services Management

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Technikon SA

National Dip: Policing

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Technikon SA

National Higher Dip: Correctional Services Management

Duration: 1 year

Entry Qualification: M+3 qualification

Technikon SA

National Higher Dip: Policing

Duration: 1 year

Entry Qualification: M+3 qualification

University of South Africa

B.A.(Police Science)

Duration: 3 years

Entry Qualification: Std 10 with university admission

Power Station Operation

Distancekol

National Cert: Power Station Operation

Duration: 3 months

Entry Qualification: Std 7 with Mathematics and Science

Technisa (Technical College of South Africa)

National Cert (N1-N3): Power Station Operators

Duration: 3 months per N level

Entry Qualification: Std 7 or National Certificate (Orientation) or ETS (Elementary Technisa Studies)

Production Management

Azaliah College of Further & Higher Education

Management Cert (4-6): Production Management

Duration: 6 months per Certificate

Entry Qualification: Std 10 or appropriate N3

Damelin Correspondence College

DMS Dip: Production & Supervision (ProdS)

Duration: 6 - 12 months

Entry Qualification: Std 8 (Grade 10) or appropriate experience

Lyceum College

One-year University Accredited Cert: Production & Business Management

Duration: 1 year

Entry Qualification: Std 8, but age and applicable experience will also be taken into consideration

This Certificate is accredited by the University of Pretoria

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Production Manager,

Operations Manager, Production Supervisor)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3 or equivalent qualification

Lyceum College

One-year Dip: Production & Operations Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Success College

Inst of Vocational Studies (IVS) Dip: Production & Operations Management

Duration: 18 months

Entry Qualification: Std 10

Technikon SA

National Dip: Production Management

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Project Management

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Project Manager)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3 or equivalent qualification

Lyceum College

One-year Dip: Project Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Success College

Inst of Vocational Studies (IVS) Dip:
Project Management

Duration: 18 months

Entry Qualification: Std 10

University of South Africa

Short Course in Project Management
(PPM)

Duration: 6 months

Entry Qualification: Senior Certificate or equivalent qualification or have appropriate experience

Attendance of a four and a half day workshop at Midrand is compulsory

Property Management

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Property Manager, Building Supervisor)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3 or equivalent qualification

Lyceum College

One-year Dip: Property Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Success College

Inst of Vocational Studies (IVS) Dip:
Property Management

n: 18 months

Entry Qualification: Std 10

Psychology

COLSA (College for Open Learning)

Cert in Practical Psychology

Duration: 1 year

Entry Qualification: Std 10

Accredited by Rand Afrikaans University

Intec College

Cert in Developmental Psychology

Duration: Approximately 12 months

Entry Qualification: Std 10

Intec College

Cert in General Psychology

Duration: Approximately 12 months

Entry Qualification: Std 10

Intec College

Cert in Industrial Psychology

Duration: Approximately 12 months

Entry Qualification: Std 10

Intec College

Cert in Sport Psychology

Duration: Approximately 12 months

Entry Qualification: Std 10

SA College of Natural Medicine

Dip in Psychology

Duration: 3 years

Entry Qualification: Std 8

University of South Africa

M.A.(Clinical Psychology)

Duration: 2 years

Entry Qualification: An appropriate Honours Degree

University of South Africa
M.A.(Counselling Psychology)

Duration: 2 years

Entry Qualification: An appropriate Honours Degree

Public Management & Administration

Azaliah College of Further & Higher Education

National Cert (N4-N6): Public Management

Duration: 6 months per N level

Entry Qualification: Std 10 or appropriate N3

Lyceum College

One-year Dip in Public Management

Duration: 1 year

Entry Qualification: Std 10 with university admission

After successful completion of the Diploma the student is admitted to the 2nd year of the B.Admin. Degree of the University of Pretoria and will receive credit for all semester courses which were passed

Success College

University-accredited Dip: Public Management

Duration: 3 years

Entry Qualification: Std 10 with Mathematics HG 40% or SG 50%

A Certificate is obtained after the 1st year and a Higher Certificate after the

2nd year of study. The University of Pretoria acknowledges the academic subjects as credits towards the completion of a B.Com. Degree

Technikon SA

National Dip: Public Management & Administration

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Technikon SA

National Higher Dip: Public Management & Administration

Duration: 1 year

Entry Qualification: Appropriate National Diploma or B. Degree with Public Administration III or Municipal Administration III

University of South Africa

Dip in Advanced Public Administration

Duration: 2 years

Entry Qualification: Std 10 with university admission. The candidate should be a senior official with 3 years appropriate practical experience in the public sector

University of South Africa

M. in Public Administration

Duration: 1 year

Entry Qualification: B. Degree with Public Administration III and certain courses in some of the following subjects: Industrial Psychology, Economics, Development Administration, Business Management, Political Sciences and Transport Economics as well as 3 years practical

experience, preferably in the public sector

Public Relations

Allenby In-Home Study

Dip in Public Relations

Entry Qualification: Std 10 or 23 years of age with an equivalent qualification and a working knowledge of English

Allenby In-Home Study

Advanced Dip in Public Relations

Entry Qualification: Std 10 or 23 years of age with an equivalent qualification or the Allenby In-Home Study Diploma in Public Relations or equivalent qualification and a working knowledge of English

Azaliah College of Further & Higher Education

Management Cert (N4-N6): Public Relations

Duration: 6 months per N level
Entry Qualification: Std 10 (NSC) or N3

Damelin Correspondence College

DMS Cert: Front Line & Public Relations (FPR)

Duration: 6 - 12 months
Entry Qualification: Std 8 (Grade 10) or appropriate experience

Erdec College

Dip in Public Relations

Duration: 12 months
Entry Qualification: Std 10 or 3 years experience

Intec College

Inst of Administration & Commerce (IAC) Cert in Public Relations

Duration: 6 - 12 months
Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

Intec College

Intec Cert in Public Relations

Duration: 6 - 12 months
Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

Inst of Administration & Commerce (IAC) Dip in Public Relations

Duration: 1 - 3 years
Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

This Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Public Relations Manager)

Duration: 18 months
Entry Qualification: Std 10 or the Institute's Certificate Part 3

Lyceum College

One-year Dip: Public Relations Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Lyceum College

Three-year University Accredited Dip:

Public Relations

Duration: 3 years

Entry Qualification: Std 10, but age and applicable experience will also be taken into consideration

This Diploma is accredited by the University of Pretoria

Success College

Inst of Administration & Commerce (IAC) Dip: Public Relations

Entry Qualification: Std 10

A full IAC Diploma comprises 14 subjects. Completion of the 6 core subjects leads to obtaining the Intermediate Certificate. The Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study. The Commission for Administration recognises IAC Diploma holders for appointment and promotion purposes in the Public Service

Success College

Inst of Vocational Studies (IVS) Dip:

Public Relations Management

Duration: 18 months

Entry Qualification: Std 10

Technikon SA

Public Relations Inst of SA (PRISA)

Cert: Basic Principles of Public Relations Practice

Duration: 1 year

Entry Qualification: Std 10 (N3) OR

Fundamental Business Communication
a

Elementary Public Relations OR

Std 9 and 25 years of age OR Std 8 and 29 years of age

The Certificate is issued jointly by PRISA and Technikon SA

Technikon SA

National Dip: Public Relations

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Witwatersrand Institute for Tertiary Tuition

Cert in Public Relations

Duration: 6 months

Entry Qualification: Std 8

Certificate issued by Technikon SA

Pulp & Paper Making

Technisa (Technical College of South Africa)

National Cert in Pulp & Paper Making

Entry Qualification: Std 7

Purchasing

Azaliah College of Further & Higher Education

Management Cert (4-6): Purchasing & Stock Management

Duration: 6 months per Certificate

Entry Qualification: Std 10 or appropriate N3

Lyceum College

One-year University Accredited Cert: Purchasing & Stores Control

Duration: 1 year

Entry Qualification: Std 8, but age and applicable experience will also be taken into consideration

This Certificate is accredited by the University of Pretoria

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Purchasing Manager, Warehouse Manager)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3

Lyceum College

One-year Dip: Purchasing & Stores Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Purchasing & Supply Management (PSM) College

Cert in Purchasing Practices

Duration: 2 - 12 months by correspondence or 4 days full-time or 8 weeks part-time

Entry Qualification: Students with some practical experience in their profession but who have not yet benefited from any formal academic training in the past

Purchasing & Supply Management (PSM) College

Advanced Dip in Purchasing & Supply Management

Duration: 3 - 12 months by correspondence or 5 days full-time or 8 weeks part-time

Entry Qualification: Students with some academic training and on-the-job experience at a junior, intermediate and advanced level

Purchasing & Supply Management (PSM) College

Dip in International Procurement

Duration: 2 - 12 months by correspondence or 3 days full-time or 6 weeks part-time

Entry Qualification: Students with some academic training and on-the-job experience at a junior, intermediate and advanced level

Purchasing & Supply Management (PSM) College

Dip in Purchasing & Supply Management

Duration: 3 - 12 months by correspondence or 5 days full-time or 12 weeks part-time

Entry Qualification: Students with some academic training and on-the-job experience at a junior, intermediate and advanced level

Technikon SA

National Dip: Purchasing Management

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

University of South Africa

Advanced Programme in Purchasing Management

Duration: 1 year

Entry Qualification: University degree or a technikon diploma or the Certificate in Purchasing Management

University of South Africa

Programme in Purchasing
Management

Duration: 1 year

Entry Qualification: Senior Certificate or equivalent qualification and should preferably have purchasing and/or stores experience

Witwatersrand Institute for Tertiary Tuition

Purchasing Management Cert

Duration: 6 months

Entry Qualification: Std 10

This Certificate is accredited by Technikon SA

Quality Management**Lyceum College**

One-year University Accredited Cert:
Quality Management

Duration: 1 year

Entry Qualification: Std 8, but age and applicable experience will also be taken into consideration

This Certificate is accredited by the University of Pretoria

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Quality Manager)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3

Lyceum College

One-year Dip: Quality Management

n: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Success College

Inst of Vocational Studies (IVS) Dip:
Quality Management

Duration: 18 months

Entry Qualification: Std 10

University of South Africa

Programme in Total Quality
Management

Duration: 1 year

Entry Qualification: Senior Certificate or equivalent qualification

Quantity Surveying**Intec College**

The ASAQS Cert for Quantity
Surveying Assistants

Duration: Approximately 6 months

Entry Qualification: Std 8

Radio & Television**Intec College**

Cert in TV & Video Repair

Duration: 8 months

Entry Qualification: Std 8 or N1 with Mathematics

Intec College

Radio Amateurs Examination

Duration: Approximately 1 year

Entry Qualification: Std 8

Milwaukee International Colleges

Course in Basic Radio Servicing

Duration: 5 months - 2 years
Entry Qualification: Ability to read and write English and work with one's hands

Milwaukee International Colleges

Course in Practical Television
Duration: 5 months - 2 years
Entry Qualification: Ability to read and write English and work with one's hands

Real Estate

Intec College

Estate Agents Board Examination
Duration: Approximately 3 months
Entry Qualification: Std 10

Technikon SA

National Dip: Real Estate
Fields: Property Marketing, Property Valuation, Property Practice
Duration: 3 years
Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)
 After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

University of South Africa

Short Course in Estate Agency Management
Duration: 6 months
Entry Qualification: Senior Certificate or equivalent qualification or relevant experience

Recreational Art

Intec College

Dip in Recreational Art
Duration: Approximately 10 months
Entry Qualification: Certificate in Basic Art & Drawing or Art at Std 10 level

Registration of Deeds

Technikon SA

National Dip in Registration of Deeds: Civil Service
Duration: 3 years
Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

Retail Management

Allenby In-Home Study

Cert in Retail Management
Entry Qualification: No formal requirements. A working knowledge of English
 This Diploma is accredited by Midrand Campus and the Institute for Entrepreneurial Studies

Allenby In-Home Study

Advanced Dip in Retail Management
Entry Qualification: The Certificate in Retail Management or equivalent qualification and a working knowledge of English
 This Diploma is accredited by Midrand Campus and the Institute for Entrepreneurial Studies

Lyceum College

One-year University Accredited Cert:
Retail Management
Duration: 1 year
Entry Qualification: Std 8, but age and applicable experience will also be taken into consideration
This Certificate is accredited by the University of Pretoria

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Retail Manager)
Duration: 18 months
Entry Qualification: Std 10 or the Institute's Certificate Part 3 or equivalent qualification

Lyceum College

One-year Dip: Retailing Management
Duration: 1 year
Entry Qualification: Std 10 or equivalent qualification and 18 years of age

University of South Africa

Programme in Retail Management
Duration: 1 year
Entry Qualification: Senior Certificate or equivalent qualification or a minimum of 5 years experience in the field or 45 years of age

Road Transport

Rand Afrikaans University

Cert in Road Transport
Duration: 1 year
Entry Qualification: Contact the

Rand Afrikaans University

Advanced Cert in Road Transport
Duration: 2 years
Entry Qualification: Contact the University

Rand Afrikaans University

Dip in Road Transport
Duration: 3 years
Entry Qualification: Contact the University

University of South Africa

Programme in Road Transport
Duration: 1 year
Entry Qualification: Senior Certificate or equivalent qualification

Safety & Security

COLSA (College for Open Learning)

Grade E, D, C, B Self Study (Security)
Duration: 1 week per grade
Entry Qualification: Grade E: no formal requirements. Grades D - B: proof of previous grade

COLSA (College for Open Learning)

Introduction to Security Management
Duration: 1 year
Entry Qualification: Std 8, but students without Std 8 will also be considered

COLSA (College for Open Learning)

Supervisory Skills (Security)
Duration: 1 week
Entry Qualification: No formal requirements

Damelin Correspondence College

Damelin Dip in Security Supervision

Duration: 6 - 12 months

Entry Qualification: Std 8 (Grade 10) or appropriate experience

Intec College

Security Management Cert

Duration: Approximately 8 - 12 months

Entry Qualification: Std 8 or equivalent

Lyceum College

One-year University Accredited Cert:

Security Management

Duration: 1 year

Entry Qualification: Std 8, but age and applicable experience will also be taken into consideration

This Certificate is accredited by the University of Pretoria

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Risk Manager, Safety Officer, Loss Control Officer)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3

Lyceum College

Local Authority Security Assoc of SA (POSV): Three-year Dip in Local Government Security

Duration: 3 years

Entry Qualification: Std 8 or Std 10

The Diploma is accredited by the University of Pretoria

Lyceum College

One-year Dip: Risk Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Lyceum College

Three-year University Accredited Dip:

Risk Management

Duration: 3 years

Entry Qualification: Std 10, but age and applicable experience will also be taken into consideration

This Diploma is accredited by the University of Pretoria

Lyceum College

Higher Dip in Local Authority Security

Duration: 1 year

Entry Qualification: Three-year Diploma in Local Authority Security and candidate must be a fully paid-up member of the Institute

The Diploma is accredited by the University of Pretoria and on completion students must complete only 12 additional semester courses at the University of Pretoria to attain a B.Admin. Degree in Public Management

Technikon SA

National Dip: Safety Management

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Technikon SA

National Dip: Security Management

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)
After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Technikon SA

National Higher Dip: Safety Management

Duration: 1 year

Entry Qualification: Appropriate National Diploma

University of South Africa

Advanced Programme in Risk Management

Duration: 2 years

Entry Qualification: Senior Certificate or equivalent qualification

Graduates who have successfully completed papers in Statistics, Accounting and Economics may apply for exemption from certain modules

University of South Africa

Cert Programme in Security Management

Duration: 1 year

Entry Qualification: Senior Certificate

University of South Africa

Cert Programme in Advanced Security Management

Duration: 1 year

Entry Qualification: The Certificate Programme in Security Management

Sales

African United College

Become a successful Salesman Course

Duration: 3 to 4 months

Entry Qualification: Ability to read English

Allenby In-Home Study

Cert in Sales Management

Entry Qualification: No formal requirements. A working knowledge of English

This Certificate is accredited by Midrand Campus and the Institute for Entrepreneurial Studies

Allenby In-Home Study

Cert in Salesmanship

Entry Qualification: No formal requirements. A working knowledge of English

This Diploma is accredited by Midrand Campus and the Institute for Entrepreneurial Studies

Allenby In-Home Study

Dip in Customer Care & Service

Entry Qualification: No formal requirements. A working knowledge of English

This Diploma is accredited by Midrand Campus and the Institute for Entrepreneurial Studies

Allenby In-Home Study

Dip in Sales Management

Entry Qualification: The Certificate in Sales Management or equivalent

qualification and a working knowledge of English

This Diploma is accredited by Midrand Campus and the Institute for Entrepreneurial Studies

Allenby In-Home Study

Dip in Salesmanship

Entry Qualification: The Certificate in Salesmanship or equivalent qualification and a working knowledge of English

This Diploma is accredited by Midrand Campus and the Institute for Entrepreneurial Studies

Allenby In-Home Study

Dip in Telesales

Entry Qualification: No formal requirements. A working knowledge of English

This Diploma is accredited by Midrand Campus and the Institute for Entrepreneurial Studies

Damelin Correspondence College

Inst of Marketing Management (IMM)

Cert in Personal Selling

Duration: 1 year

Entry Qualification: Std 10 (Grade 12)

Damelin Correspondence College

Inst of Marketing Management (IMM)

Cert in Sales Management

Duration: 1 year

Entry Qualification: Std 10 (Grade 12)

Damelin Correspondence College

Damelin Dip in Sales Management

Duration: 1 year

Entry Qualification: Std 10 (Grade 12)

or appropriate experience

Damelin Correspondence College

Damelin Dip in Salesmanship / Practice of Selling

Duration: 1 year

Entry Qualification: Std 10 (Grade 12)

or appropriate experience

Erdec College

Dip in Salesmanship

Duration: 12 months

Entry Qualification: Std 10 or 3 years experience

Intec College

Inst of Administration & Commerce

(IAC) Cert in Sales Management

Duration: 6 - 12 months

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or the Inst of Certified Bookkeepers (ICB) Associate Certificate or equivalent

Intec College

Inst of Marketing Management (IMM)

Cert in Personal Selling

Duration: 1 year

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

Inst of Marketing Management (IMM)

Cert in Sales Management

Duration: 1 year

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Intec College

Intec Cert in Sales Management

Duration: 6 - 12 months

Entry Qualification: Std 10 or the Inst of Business Studies (IBS) Higher Diploma or equivalent

Lyceum College

Inst of Vocational Studies (IVS) 18-month Cert (Sales Representative)

Duration: 18 months

School Certificate Courses

Azaliah College of Further & Higher Education

Std 10 (National Senior Cert) with or without university admission

Subjects: Accounting, Afrikaans, Agricultural Science, Biblical Studies, Biology, Business Economics, Commercial Mathematics, Economics, English, Geography, History, Hotelkeeping & Catering, Introduction to Criminology, Introduction to Ethnology, Law of Criminal Procedure & Evidence, Mathematics, Northern Sotho, Physical Science, Physiology, SA Criminal Law, Southern Sotho, Statutory Law, Swazi, Tsonga, Tswana, Venda, Xhosa, Zulu

Duration: Any length of time for Std 10 without university admission. 1 - 2 years for Std 10 with university admission

Entry Qualification: Std 8 (Grade 10)

For university admission the candidate should pass subjects from certain subject groups and at least 3 subjects (2 on HG) in a subsequent examination sitting

Damelin Correspondence College

Damelin Std 8 (Grade 10) (Equivalent Course)

Subjects: Accounting, Afrikaans, Agricultural Science, Biblical Studies, Biology, Business Economics, Commercial Mathematics, Economics, English, Geography, History, Mathematics, Mercantile Law, Northern Sotho, Physical Science, Southern Sotho, Tsonga, Tswana, Venda, Xhosa, Zulu

Duration: Student proceed at own speed

Damelin Correspondence College

Std 10 (Grade 12) (National Senior Cert) with university admission

Subjects: Accounting, Afrikaans, Agricultural Science, Biblical Studies, Biology, Business Economics, Commercial Mathematics, Criminology & Ethnology, Criminal Procedure & Evidence, Economics, English, Geography, History, Mathematics, Mercantile Law, Northern Sotho, Physical Science, Physiology, SA Criminal Law, Southern Sotho, Statutory Law, Tsonga, Tswana, Venda, Xhosa, Zulu

Duration: 1 or 2 years

There are special requirements regarding the choice of subject groups and languages. Three subjects must be passed in one examination sitting

Damelin Correspondence College

Std 10 (Grade 12) (National Senior Cert): General & Commercial

Subjects: Accounting, Afrikaans, Agricultural Science, Biblical Studies, Biology, Business Economics,

Commercial Mathematics, Criminal Procedure & Evidence, Criminology, Economics, English, Geography, History, Mathematics, Mercantile Law, Northern Sotho, Physical Science, Physiology, SA Criminal Law, Southern Sotho, Statutory Law, Tsonga, Tswana, Venda, Xhosa, Zulu
Duration: Student proceed at own speed

Intec College

Std 8

Subjects: Various subjects

Duration: 1 year

Entry Qualification: Std 6

Intec College

Std 10 (National Senior Cert)

Subjects: Various subjects, including languages

Duration: Determined by student

Entry Qualification: Std 8 or equivalent

Intec College

Std 10 (National Senior Cert) with university admission

Subjects: Various subjects, including languages

Duration: 1 or 2 years

Entry Qualification: Std 8 or equivalent

Lyceum College

Std 10 (National Senior Cert)

Subjects: Accounting, Afrikaans, Biblical Studies, Biology, Business Economics, Commercial Mathematics, Economics, English, Geography, History, Introduction to Criminology, Introduction to Ethnology, Law of Criminal Procedure & Evidence,

Mathematics, Mercantile Law, Northern

Sotho, Physical Science, Physiology, SA Criminal Law, Southern Sotho, Statutory Law, SA Criminal Law, Tswana, Typing, Venda, Xhosa, Zulu

Lyceum College

Std 10 (National Senior Cert) with university admission

Subjects: Accounting, Afrikaans, Biblical Studies, Biology, Business Economics, Commercial Mathematics, Economics, English, Geography, History, Introduction to Criminology, Introduction to Ethnology, Law of Criminal Procedure & Evidence, Mathematics, Mercantile Law, Northern Sotho, Physical Science, Physiology, SA Criminal Law, Southern Sotho, Statutory Law, SA Criminal Law, Technical Drawing, Tswana, Typing, Xhosa, Zulu

Pretoria College

National Senior Cert (NSC): School Subjects

Duration: 1 year

Entry Qualification: 16 years of age

Promat College

Std 10 (National Senior Cert)

Subjects: Afrikaans, Biblical Studies, Biology, Business Economics, English, Geography, History, Mathematics, Northern Sotho, Physical Science, SA Criminal Law (SG only), Tswana, Zulu. The Languages are offered on HG and all the other subjects on HG and SG

Duration: 1 - 6 years

Entry Qualification: Std 8

Promat College

Std 10 (National Senior Cert) with university admission

Subjects: Afrikaans, Biblical Studies, Biology, Business Economics, Economics, English, Geography, History, Mathematics, Northern Sotho, Physical Science, SA Criminal Law (SG only), Tswana, Zulu. The Languages are offered on HG and all other subjects on HG and SG

Duration: 2 years

Entry Qualification: Std 8

Success College

Std 10 (National Senior Cert)

Subjects: Accounting, Afrikaans, Biblical Studies, Biology, Business Economics, Commercial Mathematics, Economics, English, Geography, German, History, Introduction to Criminology, Introduction to Ethnology, Latin, Law of Criminal Procedure & Evidence, Mathematics, Mercantile Law, Northern Sotho, Physical Science, Physiology, SA Criminal Law, Southern Sotho, Statutory Law, Technical Drawing, Tswana, Typing, Xhosa, Zulu

Success College

Std 10 (National Senior Cert) with university admission

Subjects: Accounting, Afrikaans, Biblical Studies, Biology, Business Economics, Commercial Mathematics, Economics, English, French, Geography, German, History, Introduction to Criminology, Introduction to Ethnology, Latin, Law of Criminal Procedure & Evidence, Mathematics, Mercantile Law, Northern

Sotho, Physical Science, Physiology, SA Criminal Law, Southern Sotho, Statutory Law, Tswana, Typing, Xhosa, Zulu

Secretarial

Azaliah College of Further & Higher Education

National & Management Cert (4-6):
Secretarial Practice

Duration: 6 months per Certificate

Entry Qualification: Std 10 (NSC) or N3

Hampton Community College - London Chamber of Commerce & Industry Examinations Board (LCCI)

Private Secretaries Cert

Entry Qualification: No requirements

These subjects are offered on third level, which is equivalent to GCE A Levels

Hampton Community College - London Chamber of Commerce & Industry Examinations Board (LCCI)

Secretarial Cert

Entry Qualification: No requirements

These subjects are offered on second level

Hampton Community College - London Chamber of Commerce & Industry Examinations Board (LCCI)

Private & Executive Secretaries Diploma

Entry Qualification: No requirements

Most subjects are offered on the fourth level

Intec College

Inst of Administration & Commerce

(IAC) Cert in Secretarial Studies

Duration: Determined by student

Entry Qualification: Std 10 or equivalent. Exemption may be granted to those holding an approved educational certificate or having relevant business experience. The Institute Diploma in Business Studies is recognised as an entrance qualification

Intec College

Private Secretaries Cert

Duration: Approximately 2 years

Entry Qualification: Std 8

Intec College

Executive Secretaries Dip

Duration: Approximately 3 years

Entry Qualification: Std 10. If students do not possess Matric, they will be required to do Matric English

Intec College

Inst of Administration & Commerce

(IAC) Dip for Executive Assistants

Duration: Determined by student

Entry Qualification: Std 10. Exemption may be granted to those holding an approved educational certificate or having relevant business experience

Lyceum College

Inst of Vocational Studies (IVS) 18-month Cert (Typist, Secretary, Telex Operator)

Duration: 18 months

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip (Personal Assistant, Private Secretary, Secretary)

Duration: 18 months

Entry Qualification: Std 10 or the Institute's Certificate Part 3 or equivalent qualification

Lyceum College

One-year Dip: Secretarial Management

Duration: 1 year

Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Lyceum College

Three-year University Accredited Dip: Secretarial Management

Duration: 3 years

Entry Qualification: Std 10, but age and applicable experience will also be taken into consideration

This Diploma is accredited by the University of Pretoria

Success College

Inst of Administration & Commerce

(IAC) Dip: Executive Assistants

Entry Qualification: Std 10

A full IAC Diploma comprises 14 subjects. Completion of the first 10 subjects leads to obtaining the Higher Certificate for Professional Secretaries. The Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study. The Commission for Administration recognises IAC Diploma holders for appointment and promotion purposes in the Public Service

Self-Improvement

Complementary Health Studies Centre

Confidence Enhancement

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive a Certificate of Competence

Complementary Health Studies Centre

Creative Visualisation Course

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive a Certificate of Competence

Complementary Health Studies Centre

Neuro-Linguistic Programming (NLP)

Duration: 10 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive a Certificate of Competence

Complementary Health Studies Centre

Positive Thinking Course

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive a Certificate of Competence

Complementary Health Studies Centre

Self-Awareness Course

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive a Certificate of Competence

Complementary Health Studies Centre

Self-Esteem Course

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive a Certificate of Competence

Complementary Health Studies Centre

Self-Improvement Course

Duration: 6 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive a Certificate of Competence

The Leisure Group

Pelman Inst Cert in Scientific

Development of Mind & Memory

Duration: 1 year

Entry Qualification: No requirements

Small Business Management

Allenby In-Home Study

Dip in Small Business Development
Entry Qualification: No formal requirements. A working knowledge of English

Milwaukee International Colleges

Course in Small Business Management
Duration: 5 months - 2 years
Entry Qualification: Read and understand English

Success College

Inst of Vocational Studies (IVS) Dip:
 Small Business Management
Duration: 18 months
Entry Qualification: Std 10

Technikon SA

National Dip: Small Business Management
Duration: 3 years
Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)
 After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Social Sciences

Lyceum College

Dip: Social Sciences
Entry Qualification: Std 10 with university admission
 After completion of the Diploma the student will be allowed to enrol for a degree at the University of

Pretoria and receive credit for all subjects already passed

University of South Africa

B.A.(Social Sciences)
Fields: Social Work; Social Sciences
Duration: 4 years
Entry Qualification: Std 10 with university admission. Social Work option: Ability to do practical work and attend workshops during the year

University of South Africa

B.A.(Hons.)(Social Sciences)
Fields: Social Work; Social Sciences
Duration: 1 year
Entry Qualification: An appropriate B. Degree. Social Work option: Candidate must be registered as a social worker

University of South Africa

M.A.(Social Science) Mental Health
Duration: 2 years
Entry Qualification: A four-year B.A.(SW) Degree or a B.A.(SW)(Hons.) Degree and registration with the SA Council of Social Work as a social worker

Social Work

University of South Africa

University Dip in Christian Service (Social Work)
Duration: 4 years
Entry Qualification: Std 10 with 5 subjects on HG or SG
 Only registered students from Hugenote Kollege, Wellington

University of South Africa

B.Diac.(Social Work)

Duration: 4 years*Entry Qualification:* Std 10 with university admission

Only registered students from Hugenote Kollege, Wellington

Sport Management**Allenby In-Home Study**

Cert in Sport Management

Entry Qualification: A working knowledge of English**Success College**

Advanced Dip: Sport Management

Duration: 2 years*Entry Qualification:* Std 10 with exemption

This Diploma is offered in co-operation with the Rand Afrikaans University and may lead to further graduate and postgraduate studies at the University

Stainless Steel**Technikon SA**

Stainless Steel Cert

Duration: 11 months*Entry Qualification:* Std 10**State Accounts & Finance****Technikon SA**

National Dip: Government Finance

n: 3 years*Entry Qualification:* Std 10 with a maximum of 2 subjects on LG (2 languages excluded)**Technikon SA**

National Dip: State Accounts & Finance (Inland Revenue)

Duration: 3 years*Entry Qualification:* Std 10 with a maximum of 2 subjects on LG (2 languages excluded)**Stock & Stores Control****Damelin Correspondence College**

DMS Dip: Storekeeping & Stock Control

Duration: 6 - 12 months*Entry Qualification:* Preferably Std 8 (Grade 10) or appropriate experience**Lyceum College**

Inst of Vocational Studies (IVS) 18-month Cert (Storeman, Stock Controller)

Duration: 18 months**Purchasing & Supply Management (PSM) College**

Cert in Stocks & Stores Control

Duration: 2 - 12 months by correspondence or 4 days full-time or 8 weeks part-time*Entry Qualification:* Students with some practical experience in their profession but who have not yet benefited from any formal academic training in the past

Witwatersrand Institute for Tertiary Tuition

Stores Management Cert

Duration: 6 months

Entry Qualification: Std 10

This Certificate is issued by Technikon SA

Stock Market

Progressive Systems College (Pty) Ltd

Compushare Investment Training Programme

Duration: 1 year

Entry Qualification: No requirements
Course includes training through simulated stock market trading

Stress

Complementary Health Studies Centre

Advanced Stress Consultant's Course
Duration: 18 modules and a two-day workshop plus a thesis

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Successful students receive the ASC Diploma

Complementary Health Studies Centre

Corporate Stress Management
Duration: 6 modules and a thesis
Entry Qualification: No formal requirements, assessment in certain study is necessary

Students obtaining 70% or more receive the ASC Diploma

Complementary Health Studies Centre

Professional Relaxation Therapist's Course

Duration: 8 modules and a two-day practical

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Successful students receive the ASC Diploma. Practical training is also available

Complementary Health Studies Centre

Professional Stress Consultant's Course

Duration: 8 modules and a two-day practical

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary
Students obtaining 70% or more receive the ASC Diploma. Practical training is available

Supervision

Damelin Correspondence College

Damelin Dip in Supervisory Management

Duration: 1 year

Entry Qualification: Std 10 (Grade 12) or appropriate experience

Erdec College

Dip in Supervision

Duration: 12 months
Entry Qualification: Std 10 or 3 years experience

Graduate Institute of Management & Technology

Henley Cert in Supervisory Management
Duration: 1 year
 3 workshops are held during the year

Intec College

Introduction to Supervision Cert
Duration: Determined by student
Entry Qualification: Std 8

Intec College

Supervisory Management Dip
Duration: Determined by student
Entry Qualification: Intec Introduction to Supervision Certificate

Lyceum College

6 - month Cert in Supervisory Management
Fields: Credit Management, Data Processing Management, Financial Management, Office Management, Production Management, Purchasing Management, Retailing, Quality Management, Sales Management, Stock Control Management
Duration: 6 months
Entry Qualification: Std 9 or N2 (Commerce) plus 2 languages.
 Candidates with N1 plus 2 languages or Std 8 may receive exemption on the grounds of age and experience
 This Certificate is accepted as an entry requirement for the one-year

Management Diploma

Lyceum College

Inst of Vocational Studies (IVS) 18-month Dip in Supervision
Duration: 18 months
Entry Qualification: Std 10 or the Institute's Certificate Part 3 or equivalent qualification

Lyceum College

One-year Dip: Supervisory Management
Duration: 1 year
Entry Qualification: Std 10 or equivalent qualification and 18 years of age

Milwaukee International Colleges

Course in First Line Supervision
Duration: 5 months - 2 years
Entry Qualification: Read and understand English

Surveying

Technikon SA

National Dip: Mine Surveying
Duration: 3 years
Entry Qualification: Std 10 with Mathematics and Physical Science HG 40% or SG 50% with a maximum of 2 subjects on LG (2 languages excluded). Students must be employed on a mine or in a mining related career

Taxation

Technikon SA

Cert: Value Added Tax
Duration: 1 year

Technikon SA

National Dip: Taxation

*Duration: 3 years**Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)*

After the 1st year students qualify for a National Certificate and for a National Higher Certificate after the 2nd year

Technikon SA

B.Tech. Degree: Taxation

*Duration: 1 year**Entry Qualification: National Diploma: State Accounts and Finance: Inland Revenue (with appropriate experience in Taxation) OR any National Diploma or B. Degree with Accounting III and Taxation or appropriate taxation experience***University of South Africa**

Advanced Taxation Cert

*Duration: 18 months**Entry Qualification: A qualification at B. Degree level***University of South Africa**

Cert in Mining Taxation

*Duration: 4 months**Entry Qualification: Senior Certificate***University of South Africa**

Cert in Taxation

*Duration: 12 months**Entry Qualification: No formal educational qualifications***University of South Africa**

Cert in Taxation & Financial Planning

for Life Assurance Consultants

*Duration: 16 months**Entry Qualification: No formal educational qualifications***Technical Studies****COLSA (College for Open Learning)**

Cert: Core Technological Subjects

*Duration: 6 months**Entry Qualification: Std 8 or students whose matric marks are not good enough to allow them to a technikon*
Accredited by Technikon SA**Intec College**

Technical Senior Cert (NTC)

*Duration: Determined by student**Entry Qualification: Std 8***Textile Manufacturing****Technisa (Technical College of South Africa)**

National Cert in Textile Manufacturing

Entry Qualification: Std 7 with

Mathematics and Physical Science

Theology**AFM Theological College (Distance Education)**

Dip in Pentecostal Ministry/Theology

Duration: Ministry: 2 years;

Pentecostal: 3 years

Entry Qualification: Std 10

AFM Theological College (Distance Education) / International Theological Institute

Cert in Theology

Duration: 2 years

Entry Qualification: No entry requirements

AFM Theological College (Distance Education) / International Theological Institute

B.A.(Theology)

Entry Qualification: Std 10

AFM Theological College (Distance Education) / International Theological Institute

B.A.(Hons.)(Theology)

Entry Qualification: B.A. degree

AFM Theological College (Distance Education) / International Theological Institute

M.A.(Theology)

Entry Qualification: B.A.(Hons.)

AFM Theological College (Distance Education) / International Theological Institute

D.Phil.

Entry Qualification: M.A. degree

Azaliah College of Further & Higher Education

Vocational Cert (1-2): Christian Studies

Duration: 6 months per Certificate

Entry Qualification: Std 5

Azaliah College of Further & Higher Education

Dip in Theology

Duration: 6 months each for Certificates I and II and 1 year for the Diploma

Entry Qualification: Std 8

The Diploma can be obtained after the completion of Certificates I and II

Irene Theological College

Dip Divinitatis

Duration: 3 years

Entry Qualification: Matric

Irene Theological College

Dip Licentiate Theology (L.Th.)

Duration: 3 years

Entry Qualification: Matric Exemption

This Diploma is accredited by the University of the Western Cape

SA Theological Seminary

Christian Life Cert

Duration: 720 hours of study

Entry Qualification: No formal requirements

Earns 72 out of 360 credits needed for a B.Th. Degree

SA Theological Seminary

B.Theology (Christian Leadership) or Dip in Theology (Christian Leadership)

Duration: B. Degree: 3 600 hours of study. Diploma: 2 160 hours of study

Entry Qualification: Std 10 or equivalent Degree issued by International Theological Seminary

SA Theological Seminary

M.Theology (Christian Theology)

Duration: 1 000 hours of study

Entry Qualification: B.Theology

Degree issued by either International Theological Seminary or Newport University

SA Theological Seminary

D.Theology (Christian Theology)

Duration: 1 400 hours of study

Entry Qualification: M.Theology

Degree issued by either International Theological Seminary or Newport University

Technikon SA

Technikon Cert: Theology

Duration: 1 year

Entry Qualification: This course is for students who do not have Std 10 After completion of this Certificate the student may enter the B.A.(Theology) Degree programme

Technikon SA

B.A.(Theology)

Duration: 4 years

Entry Qualification: Std 10 or the Technikon Certificate in Biblical Studies or Theology

After completion of the 2nd year of study an Associate of Arts in Religious Studies Degree will be awarded

TEE College

Award in Theology

Duration: 4 years

Entry Qualification: Std 5

Those who completed the award could apply for 3 credits towards the TEE certificate

TEE College

Cert in Theology

n: 4 years

Entry Qualification: Std 8 or equivalent

This Certificate is accredited by the Joint Board for the Diploma in Theology. Those who completed the Certificate can apply for 3 credits towards the Diploma in Theology

TEE College

Introduction to Theology

Duration: 1 year

Entry Qualification: Std 8 or equivalent This course is accredited towards either the TEE Certificate or Diploma in Theology

TEE College

Dip in Theology

Duration: 4 years

Entry Qualification: Std 10 or equivalent This Diploma is accredited by the Universities of South Africa, the Witwatersrand, Natal, Durban-Westville and Pretoria

University of South Africa

Dip in Theology

Duration: 2 years

Entry Qualification: Std 10 with five subjects on HG or SG

University of South Africa

University Dip in Christian Service

Duration: 3 years

Entry Qualification: Std 10 with 5 subjects on HG or SG

Only registered students from Hugenote Kollege, Wellington

University of South Africa

Advanced University Dip in Christian Service

Duration: 1 year

Entry Qualification: University Diploma in Christian Service

Only registered students from Hugenote Kollege, Wellington

University of South Africa

B.Diac.

Fields: Mission Work, Youth Work

Duration: 3 years

Entry Qualification: Std 10 with university admission

Only registered students from Hugenote Kollege, Wellington

University of South Africa

B.Theology

Duration: 3 years

Entry Qualification: Std 10 with university admission

University of South Africa

B.D.

Duration: 3 years

Entry Qualification: B. Degree with classical Hebrew III, Greek II and Latin I

University of South Africa

B.Diac.(Hons.)

Fields: Mission Work, Youth Work

Duration: 1 year

Entry Qualification: B.Diac. Degree

Only registered students from Hugenote Kollege, Wellington

University of South Africa

B.Theology(Hons.)

Duration: 1 year

Entry Qualification: B.Theology Degree or an appropriate B. Degree with the required subjects

University of South Africa

M.Theology

Duration: 1 year

Entry Qualification: B.Theology (Hons.)

Traffic & Licensing

Lyceum College

Inst of Licence Officers (ILO): Dip in Licensing

Duration: 3 years

Entry Qualification: Std 8 or Std 10

The Diploma is accredited by the University of Pretoria

Lyceum College

Inst of Traffic Officers of SA (ITO): Dip in Traffic Science

Duration: 3 years

Diploma accredited by the University of Pretoria

Lyceum College

Higher Dip: Traffic Management

Fields: Licensing, Traffic Management

Duration: 1 year

Entry Qualification: The three-year Diploma. Candidates must be paid-up members of the Institute

This Diploma is accredited by the University of Pretoria as a Higher Diploma which gives access to a Degree

Training

Intec College

Inst of Administration & Commerce (IAC) Cert in Training Management

Duration: Determined by student
Entry Qualification: Std 10 or the Institute Diploma in Business Studies. An approved educational certificate or having relevant business experience will also be taken into consideration

Intec College

Inst of Administration & Commerce (IAC) Dip in Training Management
Duration: Determined by student
Entry Qualification: Std 10 or the Institute Diploma in Business Studies. An approved educational certificate or having relevant business experience will also be taken into consideration

Lyceum College

Inst of Administration & Commerce (IAC) Dip: Training Management
Duration: 3 years
Entry Qualification: Std 10. Age, general educational background and actual business experience will also be taken into consideration
 The HSRC evaluated this Diploma as equivalent to Std 10 + 3 years of study

Lyceum College

Three-year University Accredited Dip: Training Management
Duration: 3 years
Entry Qualification: Std 10, but age and applicable experience will also be taken into consideration
 This Diploma is accredited by the University of Pretoria

Rand Afrikaans University

Cert in Training
Duration: 2 years

Entry Qualification: Contact the University

Rand Afrikaans University

Master's Cert in Training & Development

Duration: 2 years

Entry Qualification: Contact the University

Success College

Inst of Administration & Commerce (IAC) Dip: Training Management
Entry Qualification: Std 10
 A full IAC Diploma comprises 14 subjects. Completion of the 6 core subjects leads to obtaining the Intermediate Certificate. The Diploma is evaluated by the HSRC as equivalent to Std 10 + 3 years of study. The Commission for Administration recognises IAC Diploma holders for appointment and promotion purposes in the Public Service

University of South Africa

Cert for Trainers

Duration: 1 year

Entry Qualification: Senior Certificate. Candidates without the formal qualification but with appropriate experience will also be considered
 The certificate will benefit practitioners who are involved in the training and development of adults in formal education and training institutions in commerce, industry and other sectors

Translation

University of South Africa

Dip in Translation

Duration: 1 year

Entry Qualification: A recognised B. Degree and a high degree of proficiency in the 2 languages which are selected for the purpose of the course

Travel & Tourism

Azaliah College of Further & Higher Education

Management Cert (4-6): Tourism

Duration: 6 months per Certificate

Entry Qualification: Std 10 or N3 or Certificate 3

Intec College

Travel Education & Training Authority of SA (TETASA) Cotac 1 Course

Entry Qualification: Std 10

Technikon SA

National Dip: Travel & Tourism

Duration: 3 years

Entry Qualification: Std 10 with a maximum of 2 subjects on LG (2 languages excluded)

University of South Africa

Advanced Programme in Tourism, Travel & Hospitality

Duration: 2 years

Entry Qualification: Senior Certificate or equivalent qualification

Treasury Management & Trade Finance

University of South Africa

Associate Programme in Treasury Management

Duration: 2 years

Entry Qualification: Senior Certificate. Chartered accountants and similarly qualified candidates may be granted exemption from certain modules

Upholstery

Milwaukee International Colleges

Course in Practical Furniture Upholstering

Duration: 5 months - 2 years

Entry Qualification: Ability to read and write English and work with one's hands

Warehousing

Damelin Correspondence College

Damelin Dip in Warehouse Management

Duration: 6 - 12 months

Entry Qualification: Diploma in Storekeeping & Stock Control and approximately 3 years experience in warehousing

Purchasing & Supply Management (PSM) College

Dip in Warehousing & Distribution

Duration: 3 - 12 months by correspondence or 5 days full-time or 12 weeks part-time

Entry Qualification: Students with some academic training and on-the-job experience at a junior, intermediate and advanced level

Water Care

Distancekol

National Cert (N1-N2): Water Treatment

Duration: 3 months per N level

Entry Qualification: Std 7 with Mathematics and Science

Technikon SA

National Cert: Water Care

Duration: 1 year

Entry Qualification: Std 10 with Mathematics and Physical Science SG

Technisa (Technical College of South Africa)

National Cert (N1-N3): Water Treatment

Duration: 3 months per N level

Entry Qualification: Std 7 or National Certificate (Orientation) or ETS (Elementary Technisa Studies)

Welding

Intec College

Specialist Cert in Welding

Duration: Approximately 18 months

Entry Qualification: Std 10 with Mathematics and Physical Science or

N3 with Mathematics and Engineering Science. Candidates without formal qualifications will be considered on the basis of age and relevant work experience

Writing

Intec College

Cert in Short Story Writing

Duration: Approximately 12 months

Entry Qualification: Std 8 or equivalent

Intec College

Dip in Creative Writing

Fields: Freelance Journalism, Short Story Writing

Entry Qualification: Std 10

Success College

Dip in Writing

Fields: Fiction Writing, Freelance Journalism, Radio Scriptwriting, TV Scriptwriting

The Leisure Group

Writing School Dip

Fields: Article Writing, Non-fiction Writing, Novel Writing, Play Writing, Radio Writing, Short Story Writing, TV Writing, Writing for Children

Duration: 1 - 4 years

Entry Qualification: No requirements

Yoga

Complementary Health Studies Centre

Yoga Beginners & Intermediate Cert

Duration: 10 modules for each course

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

A Certificate of Competence is awarded to successful students

Complementary Health Studies Centre

Yoga Therapist Course

Duration: 52 modules

Entry Qualification: Must have completed a yoga Practical Course

Practical training also available. Students obtaining 70% or more receive the BSY Diploma

Complementary Health Studies Centre

Yoga Teacher Dip (Hatha Yoga)

Duration: 15 modules

Entry Qualification: No formal requirements, assessment in certain fields of study is necessary

Students obtaining 70% or more receive the BSY Diploma

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- Paint Technology, 81
- Pest Control, 81
- Power Station Operation, 82
- National Cert (N1-N2)
- Water Treatment, 110
- National Cert (N1-N3)
- Building-related Courses, 9

Chemistry, 20
 Electronics, 46
 Engineering, 47
 Plant Operation, 81

National Cert (N4-N6)

Building-related Courses, 9
 Business Studies, 17
 Chemistry, 20
 Electronics, 46
 Engineering, 47
 Hair Care, 53
 Plant Operation, 82

National Intermediate Cert (NIC)

Business Studies, 16
 Care of Children / the Aged / the Handicapped, 18
 Educare, 33
 Hair Care, 53

National Senior Cert (NSC)

Business Studies, 17
 Care of Children / the Aged / the Handicapped, 18
 Educare, 33
 Hair Care, 53

Distinction College

Cert in Broiler Production, 5
 Cert in Egg Production, 5

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Eltic

Cert in Multilingual Learning, 36

Erdec College

Dip in Advertising, 4
 Dip in Bookkeeping, 8
 Dip in Business Leadership, 14
 Dip in Business Management, 14
 Dip in Entrepreneurship, 50
 Dip in Hotel & Catering Management, 56
 Dip in Marketing, 71
 Dip in Personnel Management, 58
 Dip in Public Relations, 86
 Dip in Salesmanship, 94
 Starting a Business, 50

Dip in Supervision, 102

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Graduate Institute of Management & Technology

Henley Cert in Management, 68
 Henley Cert in Supervisory Management, 103
 Henley Executive Development Programme (EDP), 69
 Henley MBA Degree, 11

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Hampton Community College

Business Management Association (BMA) Dip (Associate level), 14
 Business Management Association (BMA) Dip (Fellow level), 14
 Business Management Association (BMA) Dip (Member level), 14

Hampton Community College - London Chamber of Commerce & Industry Examinations Board (LCCI)

Group Diploma in Business Studies, 17
 Group Diploma in Managerial Principles, 68
 Private & Executive Secretaries Diploma, 97
 Private Secretaries Cert, 97
 Secretarial Cert, 97

Hawthorne University (SA)

Associate Degree in Business Administration (ABA), 11
 B.Business Administration (BBA), 11
 D.Business Administration (DBA), 11
 Dip in Business Administration, 11
 International Dip in Business Administration, 11
 Master in Business Administration (MBA), 11

Health & Fitness Professionals Association

Dip in Exercise Science
 Personal Trainer, 55
 National Cert in Exercise Science, 55

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IMC Business School SA

General Management Programme (GMP), 68

Master in Business Administration (MBA) (by internet), 11

Institute of Personnel Management

Inst of Personnel Management (IPM) Dip in Personnel Management, 58

Inst of Personnel Management (IPM) Specialised Cert, 58

Intec College

A+ Certification, 26

Advanced Dip in Electronic Engineering, 47, 48

Analytical Chemistry Dip, 20

Beauty Care & Personality Course, 6

Calligraphy Cert, 18

Cert

Dental Office Assistant, 31

Cert in Basic Art & Drawing, 6

Cert in Basic Electronics, 46

Cert in Building Draughting, 32

Cert in Construction Technology, 9

Cert in Developmental Psychology, 84

Cert in Electrical Engineering, 47

Cert in Farming for Smallholders, 5

Cert in Flower Arranging, 53

Cert in Freelance Journalism, 63

Cert in French, German, Italian, Spanish or Living Xhosa/Zulu, 64

Cert in General Psychology, 84

Cert in Hotel Management, 56

Cert in Industrial Psychology, 84

Cert in Mechanical Engineering, 47

Cert in Mechanical Engineering Draughting, 32

Cert in Practical Business English, 64

Cert in Short Story Writing, 110

Cert in Sport Psychology, 84

Cert in TV & Video Repair, 89

Microsoft Solution Developer, 26

Certified Novell Administrator (CNA), 26

Certified Novell Engineer (CNE), 26

Chemical Laboratory Assistant Cert, 20

Complete Cert in Dressmaking, 50

Computer & Industrial Electronics Dip, 46

Course in Fire Control & Prevention, 52

Course in Motor Vehicle Technology, 74

Dip in Architectural Draughting, 32

Dip in Business Management, 14

Dip in Child Day Care, 18

Dip in Commercial Art, 6

Dip in Company Secretaryship, 23

Dip in Construction Technology, 9

Dip in Creative Writing, 110

Dip in Dressmaking & Pattern Cutting, 51

Dip in Electrical Engineering, 47

Dip in Electronics, 46

Dip in Engineering Draughting, 32

Dip in Fitness & Nutrition, 55

Dip in Gourmet Cooking & Catering, 56

Dip in Hotel Management, 56

Dip in Industrial Chemistry, 20

Dip in Interior Decorating, 62

Dip in Interior Decorating & Introductory Building, 62

Dip in Law & Taxation, 64

Dip in Mechanical Engineering, 47

Dip in Motor Cycle Repair, 75

Dip in Motor Vehicle Technology, 75

Dip in Recreational Art, 90

Estate Agents Board Examination, 90

Executive Secretaries Dip, 98

Gunpro

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Inst of Administration & Commerce (IAC) Cert in Accountancy, 2

Inst of Administration & Commerce (IAC) Cert in Business Administration, 11

Inst of Administration & Commerce (IAC) Cert in Business Management, 14

Inst of Administration & Commerce (IAC) Cert in Industrial Relations, 61

- Inst of Administration & Commerce (IAC) Cert in Marketing Management, 71
- Inst of Administration & Commerce (IAC) Cert in Personnel Management, 58
- Inst of Administration & Commerce (IAC) Cert in Public Relations, 86
- Inst of Administration & Commerce (IAC) Cert in Sales Management, 94
- Inst of Administration & Commerce (IAC) Cert in Secretarial Studies, 98
- Inst of Administration & Commerce (IAC) Cert in Training Management, 107
- Inst of Administration & Commerce (IAC) Dip for Executive Assistants, 98
- Inst of Administration & Commerce (IAC) Dip in Accountancy, 2
- Inst of Administration & Commerce (IAC) Dip in Business Administration, 11
- Inst of Administration & Commerce (IAC) Dip in Business Management, 14
- Inst of Administration & Commerce (IAC) Dip in Company Secretaryship, 23
- Inst of Administration & Commerce (IAC) Dip in Cost & Management Accounting, 28
- Inst of Administration & Commerce (IAC) Dip in Industrial Relations, 61
- Inst of Administration & Commerce (IAC) Dip in Marketing Management, 71
- Inst of Administration & Commerce (IAC) Dip in Personnel Management, 58
- Inst of Administration & Commerce (IAC) Dip in Public Relations, 86
- Inst of Administration & Commerce (IAC) Dip in Training Management, 108
- Inst of Business Studies (IBS) Dip in Business Studies, 17
- Inst of Business Studies (IBS) Higher Dip in Business Studies, 17
- Inst of Certified Bookkeepers (ICB) Associate, 8
- Inst of Certified Bookkeepers (ICB) Cert, 8
- Inst of Certified Bookkeepers (ICB) Fellowship, 8
- Inst of Chartered Secretaries & Administrators (CIS) Cert, 19
- Inst of Chartered Secretaries & Administrators (CIS) Dip, 19
- Inst of Fire Engineers (IFE) Graduation Examination, 52
- Inst of Fire Engineers (IFE) Membership Examination, 52
- Inst of Fire Engineers (IFE) Preliminary Cert, 53
- Inst of Marketing Management (IMM) Cert in Marketing, 71
- Inst of Marketing Management (IMM) Cert in Personal Selling, 94
- Inst of Marketing Management (IMM) Cert in Retail Marketing, 71
- Inst of Marketing Management (IMM) Cert in Sales Management, 94
- Inst of Marketing Management (IMM) Dip in Advertising, 4
- Inst of Marketing Management (IMM) Graduate Dip in Marketing, 72
- Inst of Marketing Management (IMM) Graduate Dip in Marketing Research, 72
- Intec Cert in Accounting, 2
- Intec Cert in Bookkeeping & Accountancy, 8
- Intec Cert in Business Studies, 17
- Intec Cert in Industrial Relations, 61
- Intec Cert in Marketing, 71
- Intec Cert in Public Relations, 86
- Intec Cert in Sales Management, 94
- Intec Dip in Accountancy, 2
- Intec Dip in Business Management, 15
- Intec Dip in Cost & Management Accounting, 28
- Intec Dip in Internal Auditing, 63
- Intec Dip in Marketing Management, 72
- Intec Dip in Personnel Management, 58
- Introduction to Supervision Cert, 103
- Introductory Computer Courses
Word, Excel, Windows, Power Point, 26
- Microsoft Certified Systems Engineer (MCSE), 26
- Pattern Cutting & Design Cert, 51
- PC Support Specialist, 26

Practical Photography Cert, 81
 Private Secretaries Cert, 98
 Programming in C Cert, 26
 Radio Amateurs Examination, 89
 Security Management Cert, 92
 Specialist Cert in Air Conditioning & Refrigeration, 46
 Specialist Cert in Welding, 110
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 The ASAQs Cert for Quantity Surveying Assistants, 89
 The Chartered Association of Certified Accountants (ACCA), 2
 The SA Inst of Management (SAIM) Advanced Dip in Business Management, 15
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 London International School of Fashion
 Higher Dip in Fashion Design, 51
Lyceum College
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 Cert in Computer Programming (Turbo C++), 27
 Cert in Nursing Science Management, 78
 Dip
 al Sciences, 100

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 Higher Dip in Local Authority Security, 92
 Inst of Administration & Commerce (IAC) Dip
 Accounting, 2
 Business Management, 15
 Cost & Management Accounting, 28
 Industrial Relations, 61
 Local Government, 66
 Marketing, 72
 Personnel Management, 58
 Training Management, 108
 Inst of Certified Bookkeepers (ICB) Cert, Associate Cert & Fellowship Cert, 8
 Inst of Chartered Secretaries & Administrators (CIS) Dip, 19
 Inst of Licence Officers (ILO)
 Dip in Licensing, 107
 Inst of Traffic Officers of SA (ITO)
 Dip in Traffic Science, 107
 Inst of Vocational Studies (IVS) 18-month Cert (Bookkeeper, Cashier), 8
 Inst of Vocational Studies (IVS) 18-month Cert (Sales Representative), 95
 Inst of Vocational Studies (IVS) 18-month Cert (Storeman, Stock Controller), 101
 Inst of Vocational Studies (IVS) 18-month Cert (Typist, Secretary, Telex Operator), 98
 Inst of Vocational Studies (IVS) 18-month Dip (Construction Manager, Building Manager), 9
 Inst of Vocational Studies (IVS) 18-month Dip (Credit Manager, Credit Controller), 31
 Inst of Vocational Studies (IVS) 18-month Dip (Financial Manager, Accountant, Bookkeeper), 52
 Inst of Vocational Studies (IVS) 18-month Dip (Information Manager, Systems Analyst, Programmer), 27
 Inst of Vocational Studies (IVS) 18-month Dip (Internal Auditor), 63
 Inst of Vocational Studies (IVS) 18-month Dip (Maintenance Manager, Engineering Foreman), 67

Inst of Vocational Studies (IVS) 18-month Dip
(Marketing Manager, Sales Manager, Sales Representative), 72

Inst of Vocational Studies (IVS) 18-month Dip (Office Manager, Administration Manager, Office Supervisor), 80

Inst of Vocational Studies (IVS) 18-month Dip (Personal Assistant, Private Secretary, Secretary), 98

Inst of Vocational Studies (IVS) 18-month Dip (Personnel Manager, Industrial Relations Manager, Training Manager), 58

Inst of Vocational Studies (IVS) 18-month Dip (Production Manager, Operations Manager, Production Supervisor), 83

Inst of Vocational Studies (IVS) 18-month Dip (Project Manager), 83

Inst of Vocational Studies (IVS) 18-month Dip (Property Manager, Building Supervisor), 84

Inst of Vocational Studies (IVS) 18-month Dip (Public Relations Manager), 86

Inst of Vocational Studies (IVS) 18-month Dip (Purchasing Manager, Warehouse Manager), 88

Inst of Vocational Studies (IVS) 18-month Dip (Quality Manager), 89

Inst of Vocational Studies (IVS) 18-month Dip (Retail Manager), 91

Inst of Vocational Studies (IVS) 18-month Dip (Risk Manager, Safety Officer, Loss Control Officer), 92

Inst of Vocational Studies (IVS) 18-month Dip in Supervision, 103

Inst of Vocational Studies (IVS) 18-month Dip Parts 1, 2 & 3, 15

Inst of Vocational Studies (IVS) Cert Part 1, 2 & 3, 80

Local Authority Security Assoc of SA (POSV)
Three-year Dip in Local Government Security, 92

National Cert (N1-N3)
Building Trades, 9
Engineering Trades, 48

One-year Academic Dip
Economic Sciences, 32

Building Management, 9

Credit Management, 31

Financial Management, 52

General Management, 68

Information Management, 27

Internal Auditing, 63

Maintenance Management, 67

Marketing & Sales, 72

Office Management, 80

Personnel Management, 59

Production & Operations Management, 83

Project Management, 83

Property Management, 84

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Purchasing & Stores Management, 88

Quality Management, 89

Retailing Management, 91

Risk Management, 92

Secretarial Management, 98

Supervisory Management, 103

One-year Dip in Public Management, 85

One-year University Accredited Cert
Credit Management, 31
Financial Management, 51
Production & Business Management, 83
Purchasing & Stores Control, 87
Quality Management, 89
Retail Management, 91
Security Management, 92

Pre-University Dip, 21

Std 10 (National Senior Cert), 96

Std 10 (National Senior Cert) with university admission, 96

Three-year Education Dip (Junior & Senior Primary), 36

Three-year University Accredited Dip
Accounting, 2
General Management, 68
Local Management, 67
Marketing Management, 72
Personnel Management, 59
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Risk Management, 92
Secretarial Management, 98
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M**Milpark Business School**

Thames Valley University Master of Business
Administration (MBA) Degree, 12

Milwaukee International Colleges

Course in Auto-Electrical Fault Finding & Repair, 46
Course in Basic Radio Servicing, 89
Course in Domestic Refrigeration, 46
Course in Dressmaking & Design, 51
Course in Electrical Appliances Service & Repair, 47
Course in First Line Supervision, 103
Course in Office Administration, 80
Course in Photography, 81
Course in Practical Furniture Upholstering, 109
Course in Practical Locksmithing, 67
Course in Practical Television, 90
Course in Small Business Management, 100
Dip in Practical Building, 9

N**Natal College of Education**

Dip in Education, 37
Further Dip in Education, 37
Teacher Competences, 37
Higher Dip in Education, 37

P**Potchefstroom University for CHE**

B.Business Administration (BBA), 12
Master in Business Administration (MBA), 12

Pretoria College

National Cert (N1-N6)
Business Studies, 17
National Senior Cert (NSC)
School Subjects, 96

Progressive Systems College (Pty) Ltd

Compushare Investment Training Programme, 102

Promat College

Dip in Primary Education, 37
Std 10 (National Senior Cert), 96
Std 10 (National Senior Cert) with university
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**Purchasing & Supply Management (PSM)
College**

Advanced Dip in Logistics & Operations
Management, 67
Advanced Dip in Purchasing & Supply Management,
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Cert in Purchasing Practices, 88
Cert in Stocks & Stores Control, 101
Dip in International Procurement, 88
Dip in Inventory Management, 63
Dip in Purchasing & Supply Management, 88
Dip in Warehousing & Distribution, 109

R**Rand Afrikaans University**

Advanced Cert in Road Transport, 91
Advanced Cert in Service Relations Management, 59
Advanced Dip in Labour Law, 65
B.A.(Human Resources Development), 59
B.A.(Labour Relations), 64
B.Com.(Human Resources Development), 59
B.Com.(Labour Relations), 64
Cert in Diabetes Mellitus Nursing, 78
Cert in Labour Relations, 63
Cert in Nephrological Nursing, 78
Cert in Pharmacology for Nurses, 78
Cert in Post-basic Neonatal Nursing Science, 78
Cert in Primary Health
Diagnosis, Treatment & Care, 78
Cert in Psychiatric Nursing Skills & Methods, 79
Cert in Road Transport, 91
Cert in Training, 108
Dip in Advanced Midwifery & Neonatal Nursing, 79

Dip in Advanced Nursing Dynamics
 Unit Management & Unit Care, 79

Dip in Community Nursing Science, 79

Dip in Education
 Computer Literacy, 37
 Educational Leadership, 37
 Environmental Education, 37
 Remedial Teaching, 38
 School Readiness, 38

Dip in Human Resources Development, 59

Dip in Medical & Surgical Nursing
 General Critical Care Nursing, 79
 Operating Room Nursing, 79
 Trauma Nursing, 79

Dip in Perinatal Teaching, 79

Dip in Primary Health Care
 Clinical Nursing, Diagnosis, Treatment & Care, 79

Dip in Psychiatric Nursing, 79

Dip in Road Transport, 91

Further Dip in Education
 Adult Basic Education, 38
 Biology Teaching, 38
 Computer Literacy, 38
 Economic Sciences, 38
 Educational Leadership, 38
 Educational Management, 38
 English Language Teaching, 39
 Environmental Education, 39
 History Teaching, 39
 Mathematical & Physical Science Teaching, 39
 Mathematical Teaching, 39
 Remedial Teaching, 39
 School Readiness, 40
 Social Sciences, 40

Master's Cert in Training & Development, 108

Rhema Correspondence Bible School
 Biblical Studies Reading Course, 7
 Biblical Studies Short Course, 7
 Dip in Biblical Studies, 7

Dip in Natural Medicine, 75

Dip in Psychology, 84

National Dip in Herbal Medicine, 55

SA Theological Seminary
 B.Theology (Christian Leadership) or Dip in Theology
 (Christian Leadership), 105
 Christian Life Cert, 105
 D.Theology (Christian Theology), 106
 Dip or Cert in Biblical Studies, 7
 M.Theology (Christian Theology), 105

South African College of Herbal Medicine & Health
 Aromatherapy Cert, 25
 Cert in Medicinal Herb Growing, 55
 Herbalism Dip, 56

Southern Business School
 Cert in General Management, 68
 Cert in Industrial Relations, 61
 Dip in Financial Management, 52
 Dip in Human Resource Management, 59
 Dip in Marketing Management, 72

Springfield College of Education
 Education Dip (M+3), 40
 Further Dip in Education (M+4), 40
 Higher Education Dip (M+4), 40

Stellenbosch Academy of Health & Skin Care
 Stellenbosch Academy of Health & Skin Care Cert in
 Modular Training, 7

Success College
 Advanced Dip
 Sport Management, 101
 Cert & Higher Cert
 Science of Coaching, 21
 Chartered Association of Certified Accountants
 (ACCA)
 Introductory Dip in Accountancy, 3
 Dip
 Church Management, 20
 Dip in Writing, 110
 Further Dip
 Education Management, 45
 Higher Dip in Fire Science, 53
 Inst of Administration & Commerce (IAC) Dip

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Accounting, 3
 Business Management, 15
 Company Secretaryship, 23
 Cost & Management Accounting, 28
 Executive Assistants, 98
 Industrial Relations, 61
 Local Government, 66
 Marketing Management, 72
 Personnel Management, 59
 Public Relations, 87
 Training Management, 108
 Inst of Certified Bookkeepers (ICB) Cert, Associate
 Cert & Fellowship Cert, 8
 Inst of Chartered Secretaries & Administrators (CIS)
 Dip, 19
 Inst of Vocational Studies (IVS) Dip
 Credit Management, 31
 Entrepreneurship, 50
 Financial Management, 52
 Maintenance Management, 68
 Marketing & Sales Management, 73
 Office Management, 80
 Production & Operations Management, 83
 Project Management, 84
 Property Management, 84
 Public Relations Management, 87
 Quality Management, 89
 Small Business Management, 100
 Management Dip
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 Building Trades, 10
 Engineering Trades, 48
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 University-accredited Dip
 Agricultural Economics, 33
 Bank Management, 6
 Business Management, 15
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Human Resources Management, 59
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 University-accredited Dip in Fire Technology, 53

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Technikon SA

B.A.(Theology), 106
 B.Tech. Degree
 Company Administration, 23
 Corporate Administration, 23
 Cost & Management Accounting, 29
 Horticulture, 56
 Human Resources Management, 60
 Internal Auditing, 63
 Landscape Technology, 64
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 Nature Conservation, 28
 Open Space & Recreation Management, 80
 Taxation, 104

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Accounting for Attorneys, 3
 Community Policing, 82
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 Disaster Management, 32
 Intercultural Studies, 62
 Personal Financial Management, 52
 Police Management, 82
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Air Pollution Control, 5
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Accounting, 3
 Administrative Management, 21
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 Business Administration, 12
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 Correctional Services Management, 82
 Cost & Management Accounting, 29
 Credit Management, 31
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 Horticulture, 56
 Housing Development & Management, 57
 Human Resources Management, 59
 Industrial Engineering, 48
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 Internal Auditing, 63
 Laboratory Animal Technology, 6
 Landscape Technology, 64
 Language Practice, 64
 Library & Information Practice, 66
 Local Government Finance, 67
 Management, 69
 Marketing, 73
 Mechanical Engineering, 48
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 Mine Surveying, 103
 Municipal Administration, 75
 Museum Technology, 75
 Nature Conservation, 27
 Open Space & Recreation Management, 80
 Organisation & Work Study, 81
 Pharmaceutical Marketing, 73
 Policing, 82
 Production Management, 83
 Public Management & Administration, 85
 Public Relations, 87
 Purchasing Management, 88
 Real Estate, 90
 Residential Child Care, 18
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 Security Management, 92
 Small Business Management, 100
 State Accounts & Finance (Inland Revenue), 101
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 Travel & Tourism, 109
- National Dip in Registration of Deeds
 Civil Service, 90
 National Higher Dip
 Archival Science, 6
 Correctional Services Management, 82
 Educational Management, 45
 Management Practice, 69
 Policing, 82
 Postschool Education, 41
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 Safety Management, 93
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National Cert in Paint Technology, 81
 National Cert in Pest Control, 81
 National Cert in Pulp & Paper Making, 87
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 Educare, 33
 Hair Care, 54
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TEE College

Award in Theology, 106
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 Pelman Inst Cert in Scientific Development of Mind &
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The SA Institute for Complementary Health Sciences

Dip in Complementary Health in the Primary Health
 Care Approach, 26

The South African Institute of Export

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University of Natal (Pietermaritzburg) (Centre for Adult Education)

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- Basic Counselling Course, 30
- Cert
- Christian Counselling, 30
 - Counselling the Young Child & the Adolescent, 30
 - Facilitator Skills, 30
 - Lay Counselling Programme, 30
 - Student Development, 9
- Cert Course
- Reception Year Teaching (Grade 0), 41
- Cert Course in Practical Labour Law, 65
- Cert Courses in Peace Education & Conflict Management, 27
- Cert for Environmental Educators, 28
- Cert for Trainers, 108
- Cert in Adult Basic Education & Training (ABET), 41
- Cert in Career Guidance, 30
- Cert in Child & Youth Care, 18
- Cert in Community Capacity Building, 22
- Cert in Community-based Development, 22
- Cert in Intermediate Financial Accounting, 3
- Cert in Mining Taxation, 104
- Cert in Taxation, 104
- Cert in Taxation & Financial Planning for Life Assurance Consultants, 104
- Cert Programme in Advanced Security Management, 93
- Cert Programme in Forensic Criminalistics, 31
- Cert Programme in Law, 65
- Cert Programme in Marketing & Marketing Research, 73
- Cert Programme in Security Management, 93
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- Cert Programme on 'Women and the Law', 65
- CIS Management Programme, 69
- Course in Business Computing, 27
- Course in Business Environment & Information Technology, 18
- Course in Cost Accounting & Quantitative Methods, 29
- Course in Economic Environment, 33
- Course in Fundamental Accounting, 3
- Course in Practical Accounting, 3
- Course in the Basic Principles of Financial Statement Analysis & Interpretation, 3
- Development Programme in Labour Relations (DPLR), 62
- Dip in Advanced Public Administration, 85
- Dip in Datametrics, 27
- Dip in Development Studies, 31
- Dip in Specialised Education Media Centre Science, 41
- Dip in Theology, 106
- Dip in Translation, 109
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- Dip.Legum, 65
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- Higher Education Dip (Postgraduate Pre-primary), 42
- Higher Education Dip (Postgraduate), 42
- Higher Education Dip (Pre-primary), 42
- Higher Education Dip (Technical), 42
- Supplementary Health Services (SHS), 42
- Introductory Programme
- Externship, 30
- LL.B., 65
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- M.A.(Clinical Psychology), 84
- M.A.(Counselling Psychology), 85
- M.A.(Social Science) Mental Health, 100
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- M.Ed.(Guidance), 43
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- Management Programme for Trade Unions, 69

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 Administration for Importers & Exporters, 60
 Programme in Marketing Management, 73
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Veasey's Engineering College

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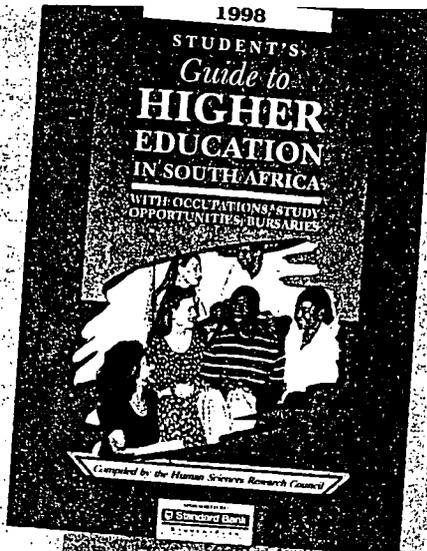
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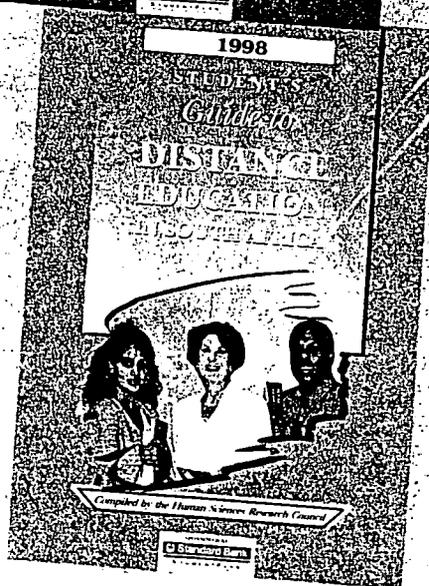
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