

Prospectus



E&OE: May 2011



Elangeni College

For Further Education and Training

info.elangeni@feta.gov.za
www.efet.co.za

VISION, MISSION AND VALUES

Vision

To be a self-reliant Further Education and Training College that provides meaningful Education and Training.

Mission

Through a shared vision, the College will develop centres of excellence, and partnerships that will enable the provision of a core business that adheres to the philosophy of FET Colleges.

Values

We are committed to: Integrity; Respect; Honesty; Transparency; Accountability; Loyalty; Strong Work Ethic; and Continuous Improvement.

MESSAGE FROM THE COLLEGE COUNCIL CHAIRPERSON

As Elangeni FET College, we commit ourselves to provide excellent service to all our stakeholders, by investing in our youth and the previously disadvantaged personnel through integrated practical and theoretical skills and thus equipping them with self-employment opportunities and sustainable livelihoods, with the anticipation of bridging the gap between the haves and the have-nots. We work diligently to make our College accessible to those in need of our service and we endeavour to work together tirelessly in unity to make South Africa a better country for all.

COLLEGE COUNCIL CHAIRPERSON

Mr SW Mshengu



Elangeni College
For Further Education and Training

MESSAGE FROM THE COLLEGE RECTOR

I am deeply honoured to present Elangeni College to prospective students and stakeholders. The College prides itself in having highly qualified and dedicated staff, including dedicated Student Support Services personnel, who continuously provide quality education and training to all students of the College.

Just as South Africans will enjoy the legacy of the 2010 world cup for many generations to come, the college commits itself to providing students with a legacy of quality public education that ensures a better life for all.

The only prize we can give our valued students is quality service that will equip them to play a meaningful role in the economic growth of the country and provide a better life for them.

The College has adopted the following non-negotiables as pronounced by the President of the Country. In this regard we will ensure that:

- “Lecturers are at work on time everyday, are in class on time, there is no abuse of learners and they are well-prepared for their lectures and delivering quality education and training”.



•“Support staff are at work, on time, everyday supporting the provision of quality public education, and serving all citizens of this country with honour and pride”.

•“Managers are at work, on time, everyday providing leadership, management and necessary resources for the provisioning of quality public education and training”.

One of the pillars of any developmental state is the willingness of its youth to take charge of their future by allowing themselves to get quality education and respecting the authority of the institution at all times. This is a prerequisite for a people-centred environment and the extension of loving the country and its people, will start by taking pride in your work, fellow students, staff of the college and the College itself.

The College views the students as our primary clients who determine the existence of the College. Giving quality service is not an option, but a must. I personally, take pride in having students of your calibre in the near future. We look forward to welcoming you to the Elangeni family and trust that we will be able to assist in your academic and personal development.

COLLEGE RECTOR

Mr SM Mbili

CONTACT DETAILS

CENTRAL OFFICE
15 Portsmouth Road
Pinetown, 3600
Private Bag X9032
Pinetown, 3610



Inanda Campus
131 of Street 108812

Inanda
Tel: 031-5190933 / 071 602 3404



KwaDabeka Campus
140 Khululeka Road

Clermont
Tel: 031-7110313 / 071 602 3409



KwaMashu Campus
F5 Mandela Road

KwaMashu
Tel: 031 - 503 9708



Mpumalanga Campus
280 Shezi Main Road

Mpumalanga
Tel: 031 – 771 0148

CONTACT DETAILS

CENTRAL OFFICE

Tel: 031 – 716 6700
Fax: 031 – 716 6777
info.elangeni@feta.gov.za
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Ndwedwe

Ndwedwe Campus

P100 Main Road

Ndwedwe

Tel: 074 5829 178



Ntuzuma

Ntuzuma Campus

Ithendele Drive

Ntuzuma

Tel: 031 - 509 1924



Pinetown

Pinetown Campus

38 Bamboo Lane

Pinetown

Tel: 031 – 702 3260



Qadi

Qadi Campus

Zulu Reserve Road

Botha's Hill

Tel: 031 – 777 1742

Accommodation:

A ladies' hostel is available on Campus.

WHO ARE WE?

As a **public Further Education and Training (FET)** provider, Elangeni College for FET strives to be a self-reliant Further Education and Training College that provides meaningful education and training. This will equip you with the qualifications and skills to start out on a chosen career path.

With Elangeni College, support is given to Life Long Learning and students are taught by trained assessors and moderators that ensure quality delivery in an assortment of subject fields. The programmes offered are customised and responsive to the needs of learners and industry; the careers they encourage are essential for the economic upliftment of the South African economy. An FET **vocational programme** will equip you for a successful career in an industry that has great need for your practical skills, experience and knowledge.

FET Colleges play a key role in the economic empowerment of people by providing relevant education and training; with six campuses throughout Durban, Elangeni College provides integrated **theoretical and practical experience** to the community. Make the right choice now and get your future on track!

Student Support Services are available to our students. These include: Academic Support, Tutorials, Bursary Assistance, Career Guidance, Counselling and Life-skills programmes. Please contact your Campus Student Liaison Officer (SLO) for assistance.

Students may pre-register at the end of the year for the following academic year or during the set enrolment period at the beginning of the academic year. Students are urged to enrol as early as possible to secure their position with the college.

Enrolment forms must be accompanied by proof of payment of the non-refundable registration fee (and the relevant minimum deposit as stipulated). Cash is not accepted on the premises. Please bring a certified copy of your ID and latest school report or certificate for enrolment purposes. Course fees are payable strictly in advance. All courses are subject to student numbers.

Elangeni FET College (previously known as Sivananda FET College) came about after the merger of three previous public technical colleges in 2002:

- Pinetown Technical College
- Sivananda Technical College (KwaMashu)
- Ntuzuma Technical College

In the interim, the College has grown with the addition of new campuses:

- Qadi (Botha's Hill)
- Mpumalanga
- Ndwedwe
- KwaDabeka
- Inanda



Ntuzuma, KwaMashu and Inanda Campuses fall into the Inanda, Ntuzuma, Kwamashu (INK) Area Based Management and Development area. With almost half a million residents on 9423 hectares it constitutes one of the largest conglomerations of low income residential areas in the whole of South Africa.

With the exception of Pinetown campus, all of the other campuses fall into peri – urban areas characterized by:

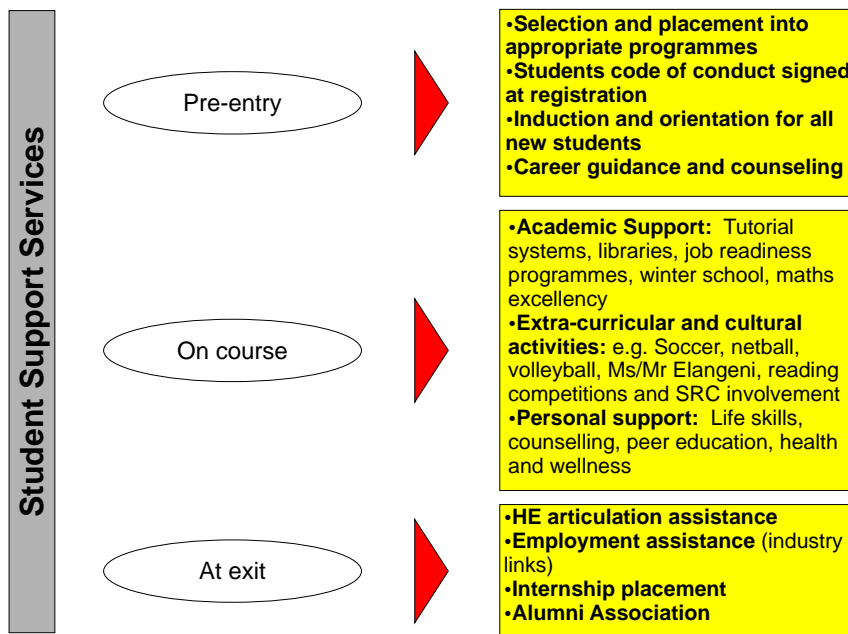
- Unemployment that is above the national average
- High illiteracy rates
- Single parent [female] families
- Large segment of the population in the 18 – 30 year category

Pinetown Campus is situated in an urban area, but attracts students from various surrounding communities.

A **ladies' hostel** is available on Pinetown Campus. Please enquire with the campus for more details.

An ISO 9001 and OSHAS 18001 Certified Organisation.
The first educational institution in the country to achieve simultaneous dual SABS certification.

STUDENT SUPPORT SERVICES (SSS)



FINANCIAL AID: AFFORDABLE LEARNING AT ELANGENI COLLEGE

NCV AND NATED FINANCIAL AID

The Department of Higher Education and Training has made extra funds available to assist academically performing learners who are in need of financial assistance.

Who qualifies for a full fee exemption?

- New NCV L2 and NATED learners whose family income is less than R125 000 [one hundred and twenty five thousand rands] per year and who display academic potential.
- NCV L3 and L4 and NATED learners who passed their previous level and were promoted to the next level whose family income is less than R125 000 per year.
- The above learners must apply with full supporting documentation as per the attached checklist
- Learners repeating levels do not qualify to apply for the bursary.
- Please note that all documents will be verified and if a learner has produced incorrect information, the bursary will be withdrawn and the student is liable for the full fees
- Qualifying learners who have already registered and paid deposits and registration fees will receive refunds commencing in March 2011 after the document verification process has been completed. These learners have until Monday, 24 January to bring all the supporting documents to the campus.

Learners who do not satisfy the family income threshold may still apply for the bursary and may receive an award on a sliding scale as determined by the DHETFAS means test.

The DHETFAS bursary is for one year only and applies to 2011 only. In the event of a bursary being available in 2012, poor academic performance will result in the loss of the bursary in 2012.

All learners will be expected to sign a financial agreement with the college on registration. Upon verification of documents, qualifying learners will have this agreement adjusted or withdrawn.

2011 FINANCIAL AID DOCUMENT CHECKLIST:

- Fully completed and signed application form using BLACK INK
- A certified copy of student ID

- A parent or guardian's certified copy of ID
- A proof of residential address (telephone, electricity or letter from the ward counsellor)
- A proof of household income
- Address while studying
- A proof of household income or affidavit
- Number of family members in household
- Age and educational status of members in the household
- Student's previous results/qualification
- Details of next of kin
- Details of parents/guardians
- Residential address of above
- Salary information for parents/guardians
- Sworn affidavits from above if unemployed
- Proof of death if parents/guardians are deceased

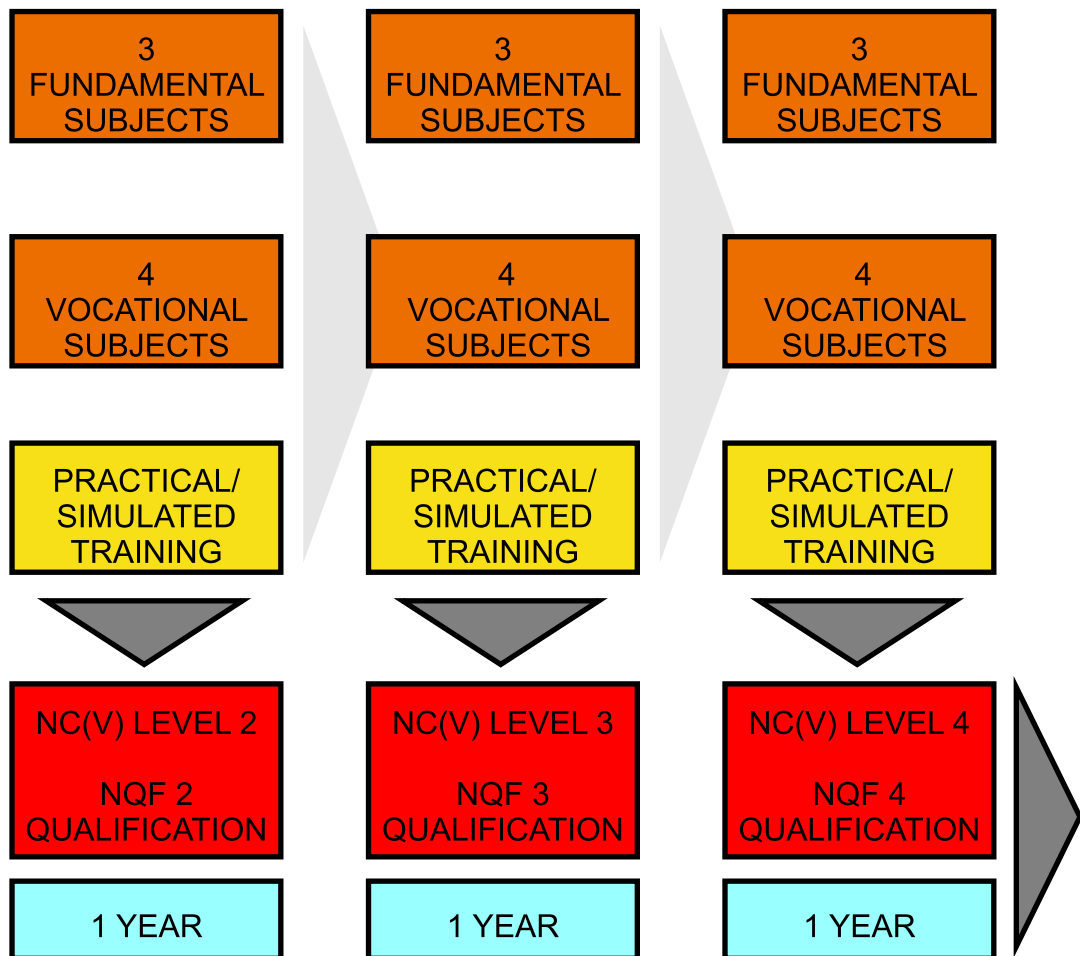
Financial Aid is available (through the Department of Higher Education and Training Financial Aid Scheme) to qualifying National Certificate Vocational and Nated students. Specific terms and conditions apply and students need to adhere to all requirements and submit the relevant documentation.

COLLEGE FINANCIAL AID

Financial Aid for all programmes is available through the college financial aid scheme, to qualifying non-NCV/Nated bursary students. Only registered students at Elangeni College will be considered and all applications are subject to the availability of funds. Terms and conditions apply.

For more information on Financial Aid available (through the College, DHET or other), the SSS unit or the campus Student Liaison Officer (SLO) may be contacted.

NATIONAL CERTIFICATE (VOCATIONAL)



WHAT IS THE NCV?

Public FET Colleges now offer a new, exciting, modern and relevant range of vocational programmes known as the National Certificate (Vocational). These programmes are high skills, high quality and high knowledge programmes introduced nationally in 2007 and are intended to directly respond to the priority skills demands of the modern economy.

The NCV is currently offered at levels 2, 3 and 4 of the National Qualifications Framework (NQF). The NCV is designed to provide both the theory and practice. The practical component of study may be offered in a real workplace environment or in a simulated workplace environment. It provides students with an opportunity to experience work situations during the period of study.

WHAT IS THE DURATION OF THE QUALIFICATION?

The NCV qualification is a full year programme at each of the NQF levels of study. A student is issued with a statement on

successful completion of each level of study. Ideally students should complete all three levels and thereby complete the full level 4 qualification.

WHICH SUBJECTS MAKE UP A NATIONAL CERTIFICATE?

In order to obtain an NCV, a student is required to take a total of seven subjects. These include three FUNDAMENTAL (English, Maths/Maths Literacy & Life Orientation) subjects and four VOCATIONAL subjects, of which 3 are compulsory and 1 is optional. The seven subjects will complete the qualification at each level. If available, the student may take an extra language.

WHAT IS THE MINIMUM ENTRY REQUIREMENT FOR NQF LEVEL 2?

The minimum entry requirement is a Grade 9 pass (or equivalent). However, the NCV programmes are very challenging and are ideally suited to students with a higher existing qualification.



A SUMMARY OF THE PROGRAMMES AVAILABLE



Elangeni College

For Further Education and Training

FULL TIME PROGRAMMES

NATIONAL CERTIFICATE (VOCATIONAL)

Civil Engineering Construction
Electrical Infrastructure Construction
Engineering & Related Design
Finance, Economics & Accounting
Hospitality
IT & Computer Science
Office Administration
Primary Agriculture
Safety in Society
Tourism

Inanda	KwaDabeka	KwaMashu	Mpumalanga	Ndwedwe	Ntuzuma	Pinetown	Qadi
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NATED PROGRAMMES (N4-N6)

Business Management
Electrical Engineering
Mechanical Engineering
Financial Management
Human Resource Management
Management Assistant

Inanda	KwaDabeka	KwaMashu	Mpumalanga	Ndwedwe	Ntuzuma	Pinetown	Qadi
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					•		
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OCCUPATIONAL PROGRAMMES

Certificate in General Travel (NQF 5)*
Diploma in Retail Travel (NQF 5)*
Certificate in Food & Beverage Management (NQF 4)*
Diploma in Food & Beverage Management (NQF 5)*
Certificate in Professional Cooking (NQF 4)*
Diploma in Professional Cooking (NQF 5)*
Community House Building (NQF 2)

Inanda	KwaDabeka	KwaMashu	Mpumalanga	Ndwedwe	Ntuzuma	Pinetown	Qadi
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						•	
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* Compulsory in-service training required.

SKILLS PROGRAMMES

Basic Computer Skills
Bricklaying
Carpentry
Catering & Food Preparation
Domestic Electrical
Motor Vehicle Repairs
Panelbeating & Spraypainting
Plumbing & Drain Laying
Refrigeration
Welding

Inanda	KwaDabeka	KwaMashu	Mpumalanga	Ndwedwe	Ntuzuma	Pinetown	Qadi
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All programmes are campus-specific and subject to student numbers. Please note that no cash is accepted on our premises. Bank details will be provided with registration. A ladies' hostel is available at Pinetown Campus.

Elangeni College is an ISO 9001 and OSHAS 18001 certified organisation.

OVERVIEW OF PROGRAMMES

Elangeni College for Further Education and Training offers a variety of exciting courses. Regrettably, not all programmes are available from the various campuses. Our courses are campus-specific and should be confirmed with the campus that you wish to enroll with prior to doing so.

NATIONAL CERTIFICATE VOCATIONAL

LEVEL: National Qualifications Framework Level 2, 3 and 4

DURATION: 1 year per level (full time); 3 years in total

COMMENCEMENT: January

QUALIFICATION ENTRY REQUIREMENTS:

For entry into the National Certificate (Vocational) at NQF Level 2, you require:

- A year end school report for Grade 9 (pass) or higher; or
- An NQF Level 1 Qualification; or
- An abridged programme designed for the specific purpose to access NQF Level 2; or
- A Recognition of Prior Learning (RPL) assessment to meet the basic requirements for access to NQF Level 2.



CIVIL ENGINEERING AND BUILDING CONSTRUCTION

EMPLOYMENT OPPORTUNITIES: Plumbing, Carpentry, Masonry and Tiling, Architectural Technology, Town Planning, Quantity Surveying, Foreman

SUBJECTS:

LEVEL 2

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics <p>Core</p> <ul style="list-style-type: none"> •Construction Planning •Plant & Equipment •Materials •Carpentry & Roof Work OR •Masonry & Tiling OR •Plumbing

LEVEL 3

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics <p>Core</p> <ul style="list-style-type: none"> •Drawings, Setting Out, Quantities & Costing •Construction Materials •Construction Plant & Equipment •Construction Carpentry & Roof Work OR •Construction Masonry & Tiling OR •Construction Plumbing
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LEVEL 4

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics <p>Core</p> <ul style="list-style-type: none"> •Drawings, Setting Out, Quantities & Costing •Construction Materials •Construction Supervision •Civil & Construction Technology

ELECTRICAL INFRASTRUCTURE CONSTRUCTION

EMPLOYMENT OPPORTUNITIES: Sound Technology, Industrial and Technical Engineering, Electrical Engineer, Heavy and Light Current

SUBJECTS:

LEVEL 2

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics <p>Core</p> <ul style="list-style-type: none"> •Electrical Principles & Practice •Workshop Practice •Electronic Control & Digital Electronics •Electrical Systems & Construction

LEVEL 3

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics <p>Core</p> <ul style="list-style-type: none"> •Electrical Principles & Practice •Electrical Workmanship •Electronic Control & Digital Electronics •Electrical Systems & Construction
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LEVEL 4

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics <p>Core</p> <ul style="list-style-type: none"> •Electrical Principles & Practice •Electrical Workmanship •Electronic Control & Digital Electronics •Electrical Systems & Construction
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ENGINEERING AND RELATED DESIGN

EMPLOYMENT OPPORTUNITIES: Tool Making, Fitting and Machining, Petroleum Engineering, Automotive Repairs, Welder

SUBJECTS:

LEVEL 2

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics <p>Core</p> <ul style="list-style-type: none"> •Engineering Fundamentals •Engineering Technology •Engineering Systems •Automotive Repair & Maintenance OR •Welding
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LEVEL 3

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics <p>Core</p> <ul style="list-style-type: none"> •Materials Technology •Engineering Graphics & Design (AutoCAD) •Engineering Practice & Maintenance •Automotive Repair & Maintenance OR •Welding
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LEVEL 4

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics <p>Core</p> <ul style="list-style-type: none"> •Engineering Processes •Professional Engineering Practice •Applied Engineering Technology •Automotive Repair & Maintenance OR •Welding

FINANCE, ECONOMICS AND ACCOUNTING

EMPLOYMENT OPPORTUNITIES: Private and Public Accounting, Banking, Financial Services, Insurance Services, Investment Brokering, Financial Management

SUBJECTS:

LEVEL 2

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics Literacy <p>Core</p> <ul style="list-style-type: none"> •Applied Accounting •Financial Management •Economic Environment •New Venture Creation
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LEVEL 3

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics Literacy <p>Core</p> <ul style="list-style-type: none"> •Applied Accounting •Financial Management •Economic Environment •New Venture Creation
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LEVEL 4

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics Literacy <p>Core</p> <ul style="list-style-type: none"> •Applied Accounting •Financial Management •Economic Environment •New Venture Creation
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INFORMATION TECHNOLOGY AND COMPUTER SCIENCE

EMPLOYMENT OPPORTUNITIES: Data Processor, Computer Programming, Information Technology Management, Computer Systems Engineering

SUBJECTS:

LEVEL 2

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics <p>Core</p> <ul style="list-style-type: none"> •Introduction to Information Systems •Introduction to Systems Development •Electronics •Entrepreneurship (Mpumalanga) OR •Digital Electronics (Pinetown) OR •Engineering Fundamentals (KwaMashu)
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LEVEL 3

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics <p>Core</p> <ul style="list-style-type: none"> •Systems Analysis & Design •Computer Hardware & Software •Principles of Computer Programming •Project Management (Pinetown & Mpumalanga) OR •Engineering Practice & Maintenance (KwaMashu)

LEVEL 4

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics <p>Core</p> <ul style="list-style-type: none"> •Systems Analysis & Design •Data Communication & Networking •Computer Programming •Project Management (Pinetown & Mpumalanga) OR •Engineering Processes (KwaMashu)

HOSPITALITY

EMPLOYMENT OPPORTUNITIES: Food and Beverage Management, Hotel Management, Chef, Accommodation Management, Bed and Breakfast Services, Event Management, Housekeeping

SUBJECTS:

LEVEL 2

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics Literacy <p>Core</p> <ul style="list-style-type: none"> •Hospitality Generics •Hospitality Services •Food Preparation •Client Services & Human Relations

LEVEL 3

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics Literacy <p>Core</p> <ul style="list-style-type: none"> •Hospitality Generics •Hospitality Services •Food Preparation •Client Services & Human Relations

LEVEL 4

<p>Fundamental</p> <ul style="list-style-type: none"> •English First Additional Language •Life Orientation •Mathematics Literacy <p>Core</p> <ul style="list-style-type: none"> •Hospitality Generics •Hospitality Services •Food Preparation •Client Services & HR
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OFFICE ADMINISTRATION

EMPLOYMENT OPPORTUNITIES: Office Management, Admin Clerk, Filing Clerk, Secretary, Receptionist, Telephonist, General Administrator

SUBJECTS:

LEVEL 2

Fundamental
 •English First Additional Language
 •Life Orientation
 •Mathematics Literacy
Core
 •Business Practice
 •Office Practice
 •Office Data Processing
 •Applied Accounting OR
 •New Venture Creation

LEVEL 3

Fundamental
 •English First Additional Language
 •Life Orientation
 •Mathematics Literacy
Core
 •Business Practice
 •Office Practice
 •Office Data Processing
 •Applied Accounting OR
 •New Venture Creation

LEVEL 4

Fundamental
 •English First Additional Language
 •Life Orientation
 •Mathematics Literacy
Core
 •Business Practice
 •Office Practice
 •Office Data Processing
 •Applied Accounting OR
 •New Venture Creation

TOURISM

EMPLOYMENT OPPORTUNITIES: Accommodation Management, Tourism Manager, Conference and Event Management, Travel Agent, Transportation Management, Game Ranging and Safari Work



SUBJECTS:

LEVEL 2

Fundamental
 •English First Additional Language
 •Life Orientation
 •Mathematics Literacy
Core
 •Science of Tourism
 •Client Services & Human Relations
 •Sustainable Tourism in South Africa
 •Tourism Operations

LEVEL 3

Fundamental
 •English First Additional Language
 •Life Orientation
 •Mathematics Literacy
Core
 •Science of Tourism
 •Client Services & Human Relations
 •Sustainable Tourism in South Africa & Regional Travel
 •Tourism Operations

LEVEL 4

Fundamental
 •English First Additional Language
 •Life Orientation
 •Mathematics Literacy
Core
 •Science of Tourism
 •Client Services & Human Relations
 •Sustainable Tourism in South Africa & International Travel
 •Tourism Operations

PRIMARY AGRICULTURE

EMPLOYMENT OPPORTUNITIES: Farm Management, Farmer, Forestry, Botany, Agricultural Sciences, Soil Science, Food Technology, Viticulture

SUBJECTS:

LEVEL 2

Fundamental
 •English First Additional Language
 •Life Orientation
 •Mathematics Literacy
Core
 •Soil Science
 •Plant Production
 •Animal Production
 •Agri-Business

LEVEL 3

Fundamental
 •English First Additional Language
 •Life Orientation
 •Mathematics Literacy
Core
 •Soil Science
 •Plant Production
 •Animal Production
 •Agri-Business

LEVEL 4

Fundamental
 •English First Additional Language
 •Life Orientation
 •Mathematics Literacy
Core
 •Farm Planning & Mechanisation
 •Advanced Plant Production
 •Animal Production
 •Agri-Business

SAFETY IN SOCIETY (Please note that this programme has specific additional entry requirements. Enquire with the relevant Campus for more information.)

EMPLOYMENT OPPORTUNITIES: South African National Defense Force, South African Police Service, Ministry of Defense

SUBJECTS:

LEVEL 2

Fundamental
 •English First Additional Language
 •Life Orientation
 •Mathematics Literacy
Core
 •Introduction to Governance
 •Introduction to Law
 •Principles of Criminal Justice
 •Introduction to Policing Practices

LEVEL 3

Fundamental
 •English First Additional Language
 •Life Orientation
 •Mathematics Literacy
Core
 •Governance
 •Criminal Law
 •Criminal Justice Structures & Mandates
 •Theory of Policing Practices

LEVEL 4

Fundamental
 •English First Additional Language
 •Life Orientation
 •Mathematics Literacy
Core
 •Governance
 •Law Procedures & Evidence
 •Criminal Justice Process
 •Applied Policing

SERVICE INDUSTRY COURSES (THETA)

LEVEL: National Qualifications Framework Level 4 and 5

DURATION: 2 year full-time study (a Certificate exit opportunity exists after 1 year)

MINIMUM REQUIREMENTS TO ENTER: Grade 12 pass or equivalent; Personal interview

Certificate in Professional Cookery / Certificate in Food & Beverage Management (NQF 4)

- Matric certificate/NQF level 4 qualification/Grade 12 or equivalent pass
- Good written and spoken communication skills.
- Good posture and prepared to work long hours in the kitchen/restaurant
- Computer literacy is an added advantage
- An interest in the Hospitality industry

Certificate in General Travel (NQF 5)

- Matric certificate/NQF level 4 qualification/Grade 12 or equivalent pass
- Good written and spoken communication skills.
- Computer literacy is an added advantage
- An interest in the Travel & Tourism industry

The above courses have an exit level at the end of the year, but the student may re-enrol for the Diploma Level of each course. To qualify for the Diploma Level, the following must have been achieved in the previous year:

- All the credits for the Certificate Level must have been completed and the student deemed competent.
- All relevant Certificate Level in-service training must have been completed.

General Information

- All the above Certificate & Diploma courses follow the OBE system and are National Qualifications.
- In-service training for each level contributes to approximately 20 - 40 credits per programme and has to be completed before any certification is to be expected.
- Students are expected to do additional research and must have the ability to use the internet.

For the Hospitality programmes:

- The correct tool kit and uniforms have to be used by the student (the cost of which is included in the fees)
- Over and above lectures, Food and Beverage students will be expected to work additional hours at The Rosy Fig (College Restaurant); and Professional Cookery students in the kitchen.

For the Tourism programmes:

- The costs of relevant textbooks are included in the fees.

HOSPITALITY (NQF LEVEL 4 & 5)

Certificate/Diploma in Food & Beverage Management
Certificate/Diploma in Professional Cookery

SUBJECTS:

- Health and Safety
- Food and Drink Service
- Numeracy
- Computer Practice
- Business Operations
- Management
- Research
- Food Preparation

EMPLOYMENT OPPORTUNITIES: Food and Beverage Management, Hotel Management, Chef, Accommodation Management, Bed and Breakfast Services, Event Management

TRAVEL AND TOURISM (NQF LEVEL 4 & 5)

Certificate in General Travel / Diploma in Retail Travel

SUBJECTS:

- Travel Services
- Travel Destinations
- Travel Office Procedures
- Research
- Computer Practice

EMPLOYMENT OPPORTUNITIES: Accommodation management, conference and Events Planning, Restaurant and Food services, Tourism Development, Transportation Management, Travel Counselling, Further study at Universities of Technology, Game Ranging and Safari Network.



NATED PROGRAMMES

In accordance with Government Gazette No. 32810, FET Colleges have been approved an extension to phase out selected programmes of the National N Certificates and the National N Diploma qualifications (an amendment to the Government Gazette No. 3'711).

NATED BUSINESS STUDIES

LEVEL: N4, N5 and N6

DURATION: 6 Months per level (full time)
Various part-time options available. Please enquire.

COMMENCEMENT: January, July (Campus dependent)

N4 ADMISSION REQUIREMENTS: Senior Certificate or National Certificate N3 or Grade 12 or an equivalent qualification. An admission test may be required.

NATIONAL DIPLOMA: All students who have completed their N6 certificate are required to complete 18 months of practical in-service training in their relevant field of study (certified by the employer), to qualify for a National 'N' Diploma (NQF 5).



BUSINESS MANAGEMENT

EMPLOYMENT OPPORTUNITIES: Business Sector, Office Manager, Self Employment, Public Sector

SUBJECTS:

N4

- Computer Practice
- Entrepreneurship (EBM)
- Financial Accounting
- Management Communication

N5

- Computer Practice
- Entrepreneurship (EBM)
- Financial Accounting
- Sales Management

N6

- Computer Practice
- Entrepreneurship (EBM)
- Financial Accounting
- Sales Management

HUMAN RESOURCE MANAGEMENT

EMPLOYMENT OPPORTUNITIES: Human Resource Manager / Assistant, Self Employment, Public Sector

SUBJECTS:

N4

- Computer Practice
- Entrepreneurship (EBM)
- Personnel Management
- Management Communication

N5

- Computer Practice
- Labour Relations
- Personnel Management
- Personnel Training

N6

- Economics N4 (Pinetown) /
- Mercantile Law N4 (KM)
- Labour Relations
- Personnel Management
- Personnel Training

FINANCIAL MANAGEMENT

EMPLOYMENT OPPORTUNITIES: Financial Manager, Bookkeeping, Accounting, Self Employment

SUBJECTS:

N4

- Management Communication
- Financial Accounting
- Computerised Financial Systems
- Entrepreneurship (EBM) /
- Income Tax

N5

- Cost & Management Accounting
- Financial Accounting
- Computerised Financial Systems
- Entrepreneurship (EBM) /
- Income Tax

N6

- Cost & Management Accounting
- Financial Accounting
- Computerised Financial Systems
- Entrepreneurship (EBM) /
- Income Tax

MANAGEMENT ASSISTANT

EMPLOYMENT OPPORTUNITIES: Personal Assistant, Typist, Administrator, Receptionist, Secretary

SUBJECTS:

N4

- Computer Practice
- Entrepreneurship (EBM)
- Office Practice
- Information Processing
- Communication

N5

- Computer Practice
- Entrepreneurship (EBM)
- Office Practice
- Information Processing
- Communication

N6

- Computer Practice
- Office Practice
- Information Processing
- Communication

NATED ENGINEERING STUDIES

LEVEL: N4, N5 and N6

DURATION: 3 Months per level (full time)

COMMENCEMENT: January, May, August

N4 ADMISSION REQUIREMENTS: Relevant National Certificate N3 Electrical or Senior Certificate or Grade 12 with Mathematics, Science and two technical subjects. An admission test may be required.

NATIONAL DIPLOMA: All students who have completed their N6 certificate are required to complete 24 months of practical in-service training in their relevant field of study (certified by the employer), to qualify for a National 'N' Diploma (NQF 5).

Please enquire about the availability of part-time programmes.

ELECTRICAL ENGINEERING

EMPLOYMENT OPPORTUNITIES: Certified Electrical Engineer, Site Foreman

SUBJECTS:

•N4 <ul style="list-style-type: none">•Mathematics•Industrial Electronics•Electrotechnics•Engineering Science

N5 <ul style="list-style-type: none">•Mathematics•Industrial Electronics•Electrotechnics•Power Machines

•N6 <ul style="list-style-type: none">•Mathematics•Industrial Electronics•Electrotechnics•Power Machines
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MECHANICAL ENGINEERING

EMPLOYMENT OPPORTUNITIES: Certified Mechanical Engineer, Site Foreman

SUBJECTS:

N4 <ul style="list-style-type: none">•Mathematics•Mechanotechnics•Engineering Science•Supervisory Management
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N5 <ul style="list-style-type: none">•Mathematics•Mechanotechnics•Strengths of Materials & Structures•Supervisory Management
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N6 <ul style="list-style-type: none">•Mathematics•Mechanotechnics•Strengths of Materials & Structures•Supervisory Management
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SKILLS PROGRAMMES

A range of skills programmes are available from Elangeni College. These programmes are mainly practical based programmes and certification is done by the College (unless otherwise stipulated). Please enquire with the respective campuses for more information:

- Advanced Computer Skills
- Basic Computer Skills
- Bricklaying
- Carpentry
- Catering & Food Preparation
- Electrical
- Motor Vehicle Repairs
- Panel beating & Spray painting
- Pastel Accounting
- Plumbing & Drainlaying
- Refrigeration
- Welding



LEARNERSHIPS / PART-TIME / OTHER COURSES

Elangeni College is able to customise courses to suit client needs. This is ideal for industry / government departments that require specific training to be conducted. Minimum numbers are applicable. Please enquire with our Curriculum Department for more details (terms & conditions apply).

The following courses are available on part-time basis:

- Computer Short Course
- Business Skills Course
- Nated Programmes (demand based)
- Skills courses may also be offered on Saturdays (Enquire with the relevant Campus)

NC(V) PROGRAMMES and the skills you will gain at Elangeni College

Civil Engineering Construction

- Participate in the operation and maintenance of construction equipment and machinery
- Participate in the construction of roads, bridges, dams, railways, houses, etc
- Take part in the designing and construction of tunnels, roads, factories, reservoirs, etc
- Participate in the erection of reinforced concrete, structural steel, timber and masonry structures etc



Electrical Infrastructure Construction

- Work at a power station
- Work as an electrician at an energy producing company or power plant
- Work as an electrical technician at a telecommunications company
- Work at a recording studio as an electrical engineer
- Work at a theatre as a technician



Engineering & Related Design

- Participate in the designing and constructing of buildings
- Take part in the manufacturing of tools, machines, engines
- Participate in the planning and building of roads, bridges, canals, dams
- Take part in the operation and maintenance of machines
- Plan and design mines and mining facilities
- Participate in the design of shaft and ventilation systems



Finance, Economics & Accounting

- Perform bookkeeping duties
- Keep records of wages, salaries, petty cash, Value Added Tax (VAT), reconciliations
- Prepare financial statements
- Manage budgets, analyse finances of a business, etc



Hospitality

- Manage a guest house
- Deal with client services in an accommodation facility
- Work as an assistant cook/chef preparing food in a restaurant, hotel or guest house
- Work as a waitron
- Work as a housekeeper in a hotel/inn/guest house



IT & Computer Science

- Test programmes and software applications
- Write computer programmes
- Install network cables for computer systems
- Process computer data
- Develop, research and document computer user requirements



Office Administration

- Coordinate office correspondence
- Type letters, reports, memoranda, agendas, minutes
- Maintain equipment and stationery supplies
- Perform receptionist duties
- Coordinate and organise functions
- Organise meetings, staff travel, itineraries and accommodation
- Operate office equipment
- Become a call centre operator



Primary Agriculture

- Advise farmers on farming techniques/methods
- Work at a nursery, botanical garden, etc
- Work at a company advising farmers on management of finances
- Advise farmers on marketing, advertising and selling agricultural products
- Plan plant and animal production
- Work on a farm



Safety in Society

- Join the policing services e.g. South African Police Services (SAPS), Metropolitan Agencies (Metro police), Traffic Agencies and the Military Police Division
- Join the Private Security Services e.g. Security management, Community policing
- Join the national Statutory Intelligence Agencies



Tourism

- Work as a tour guide
- Own a tourism business
- Work at a hotel or any other travel site
- Take up opportunities to market South Africa
- Plan tours of South Africa and SADC

