



Springfield TVET College

Prospectus 2019

Secure Your Future Today



Springfield
TVET College

SPRINGFIELD TVET COLLEGE

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SPRINGFIELD TVET COLLEGE

Welcome

Thank you for choosing Springfield FET College as your gateway to success and academic excellence; we are a private further education and training institution. The college is registered by the department of higher education and training, according to the private FET act and accredited by UMALUSI quality council and qcto as a skills provider.

Vision statement

Springfield College is the best open-enrollment college in city. Excellence in learning, skilling and work for personal community and economic prosperity. We ought to go all out to meet our client's needs.

Strategic intent

Skilling the surrounding community and equipping them with valuable skills that will empower them in their quest to serve the South African economy.

Professionalism

We subscribe to the highest professional standards set by the industry and government.

Service excellence

As Springfield College we strive to exceed our client's expectations.

Innovation and creativity

We believe that innovation is critical for growth and survival, so we continuously redefine and redesign our products and services to meet the challenges of tomorrow.

Value and money

We provide an excellent service to our clients at highly competitive prices and our courses adhere to international standards.

Enrollment requirements

To enable our friendly team of expert consultants to assist you in enrolling for any of the courses we offer, prospective students are advised to provide the following documentation:

1. Two id copies, photos(applicant)
2. Academic transcript or report or statement of results
3. Proof of residence
4. Fully completed application form(online registration)

Note: registration fee is non-re-fundable & all copies must be certified

Learner support

The institution offers a variety of learner support activities to stimulate and enhance the learning culture of its students, below are a few services provided to all our registered students:

- Bursaries are provided to qualifying applicants or students to assist in catering either for tuition or textbooks.
- Springfield College offers scholarships to academically excelling students.
- Extended classes for our slow learner students who need more time to master different academic concepts.
- Assistance with career development and placement and practical training.
- In-house practical training

Training partners & student placement

As per department of education guideline all our nated students are required to complete 18 on the job training after their successful completion of the n6 course. The institution has approached a variety of companies and industry leaders in the kosh area to assist with our student's placements. Our current placement partners are:

- Archer mining and engineering
- Kingdom accountants
- Fairview skills academy

Benefits of being a student:

Enrolling with one of the best private further education training college in the republic comes standard with the following benefits, guaranteed to all registered students:

- Free stationery.
- Free revision kit.
- Free college regalia(school t-shirt, cap, string bag)
- Free driver's license training to excelling students (only applicable to students who successfully complete their course N4-N6).
- Assistance in job placement, work experiential training.
- Free Wi-Fi.



Our Models Of Learning

❖ Full Time

Reach your full potential through our Way Instructor-led or Mentorship based classes combined with interactive lessons, practical assignments and in-field experience. Our full time offering consist of learning sessions that make up a full day or selective days within a week.

❖ Part Time

Designed for the working professional, our part time program covers the same amount of information as our full time offering. Combined with our Way Blended Learning, at home exercises/assignments and in-class lectures, this will have you ready for exams in no time. Sessions depend on what qualification you do.

❖ Correspondence

We have redefined distance learning studies. Our my Way Distance Learning ensures that the student never gets left alone to do only self-study by taking a blended learning approach, combining online Virtual Classrooms and at home exercises and assignments, all managed by our my Springfield Student Portal.



FACULTIES

The institution currently has three faculties namely:

- Engineering studies
- Business studies
- Matric re-write studies

Engineering studies

This is our biggest faculty and is subdivided into 3 three departments:

- Mechanical engineering
- Electrical engineering
- Civil engineering

Our examination sessions are conducted nationally on a trimester cycle: April, August and November.

This faculty is divided into 3 study streams which entail the basic background of the course, matric equivalence and diploma studies.

N1 – N2	Trade test compulsory theoretical study
N3	Matric equivalence to students who do not have matric
N4 – N6	Diploma study [NQF Level 6 exit]

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ELECTRICAL ENGINEERING

Electrical engineering is a professional engineering discipline that generally deals with the study and application of electricity, electronics, and electromagnetism, in our curriculum it is either heavy current or light current.

- **Heavy current- involves** the generation; distribution and utilisation of electrical power are of the utmost importance in our country. The technician or technologist who has qualified in this field will be concerned with the planning, production, installation and maintenance of a wide variety of heavy electrical equipment.
- **Light current** - Here an electrical engineer researches, designs, installs, and tests electrical and electronic equipment and supervises its manufacture. ... Distribution involves transmission lines and sub-stations that are used to distribute electrical energy for power, heating, lighting and other uses.
- **Instrumentation** - it is the branch of engineering and a science of measurement and control of process variables within a production, laboratory, or manufacturing area.

MECHANICAL ENGINEERING

Mechanical engineering is the discipline that applies engineering, physics, engineering mathematics, and materials science principles to design, analyse, manufacture, and maintain mechanical systems. It is one of the oldest and broadest of the engineering disciplines. There is a broad career path in this discipline as one can pursue either of the following trades:

- Fitter and turner
- Fitter and machinist
- Boiler maker
- Rigger
- Welder
- Millwright
- Carpenter
- Diesel trade technician
- Motor mechanic

FITTER AND TURNER

Fitters and turners are highly skilled craftspeople who manufacture, construct, assemble and fit components for machinery, vehicles, installations and other apparatus or articles. Fitter and turners are also responsible for the maintenance and repair of such equipment; it is indeed one of the prestigious disciplines in mechanical engineering.

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FITTER AND MACHINIST

Metal Fitters and Machinists fit and assemble fabricated metal parts into products, set up machining tools, production machines and textile machines, and operate machining tools and machines to shape metal stock and castings.

BOILER MAKER

A **boilermaker** is a trained craftsperson who produces steel fabrications from plates and tubes. The name originated from craftsmen who would fabricate boilers, but they may work on projects as diverse as bridges to blast furnaces to the construction of mining equipment.

RIGGER

A **rigger** is a person who specializes in the lifting and moving of extremely large or heavy objects, often with the assistance of a crane or derrick or chain hoists (chain fall).

WELDER

A welder is someone who unites or fuses pieces of metal by hammering, compressing, or the like, especially after rendering soft or pasty by heat, and sometimes with the addition of fusible material like or unlike the pieces to be united. to bring into complete union, harmony, agreement.

MILLWRIGHT

A **millwright** is a high-precision craftsman or tradesman who installs, dismantles, repairs, reassembles, and moves machinery in factories, power plants, and construction sites.

CARPENTER

A person who builds or repairs wooden structures, as houses, scaffolds, or shelving.

DIESEL TRADE TECHNICIAN

A diesel technician has the job of repair and maintenance of diesel engines that power many types of equipment, such as buses, construction vehicles, and agricultural equipment. The diesel technician is responsible for repairing diesel engines and all the components that help to make the engines operate efficiently.

MOTOR MECHANIC

a person whose job is to repair and maintain the engines of cars and other vehicles.

CIVIL ENGINEERING

Civil engineering is a professional engineering discipline that deals with the design, construction, and maintenance of the physical and naturally built environment, including works such as roads, bridges, canals, dams, airports, sewerage systems, pipelines, and railways.

TRADE OCCUPATIONS [N1 BASIC COURSEWORK]

Fitter and turner

- Mathematics
- Engineering science
- Engineering drawing
- Fitting and turning theory

Fitter and machinist

- Mathematics
- Engineering science
- Engineering drawing
- Fitting and machining theory

Boiler maker

- Metal workers theory
- Mathematics
- Engineering science
- Plating and structural steel drawing

Rigger

- Rigging theory
- Mathematics
- Engineering science
- Engineering drawing

Welder

- Mathematics
- Engineering science
- Engineering drawing
- Fitting and machining theory

Millwright

- Mathematics
- Engineering science
- Engineering drawing
- Electrical trade theory
- Fitting and machining
- Industrial electronics

Carpenter

- Mathematics
- Engineering drawing
- Woodworkers theory
- Engineering science

Diesel trade technician

- Mathematics
- Motor trade theory
- Engineering science
- Engineering drawing

Motor mechanic

- Mathematics
- Motor trade theory
- Engineering science
- Engineering drawing

Electrical engineer [heavy current]

- Mathematics
- Engineering science
- Industrial electronics
- Electrical trade theory

Electrical engineer [light current]

- Mathematics
- Engineering science
- Industrial electronics
- Electrical trade theory

Instrumentation

- Mathematics
- Engineering science
- Industrial electronics
- Instrument trade theory

Motor electrician

- Mathematics
- Motor electrical trade theory
- Engineering science
- Engineering drawing

Builder

- Building science
- Mathematics
- Building drawing
- Bricklaying plastering theory

Plumber

- Mathematics
- Engineering drawing
- Plumbing theory
- Engineering science

Water treatment plant operator

- Mathematics
- Engineering science
- Plant operation
- Water and waste-water management

Fitter and turner

- Mathematics
- Engineering science
- Engineering drawing
- Fitting and machining

Fitter and machinist

- Mathematics
- Engineering science
- Engineering drawing
- Fitting and machining

Boiler maker

- Mathematics
- Engineering science
- Plating and structural steel drawing
- Platers theory

Rigger

- Mathematics
- Engineering science
- Rigging theory
- Engineering drawing

Welder

- Mathematics
- Engineering science
- Welders theory
- Engineering drawing

Millwright

- Mathematics
- Engineering drawing
- Fitting and machining theory
- Electrical trade theory
- Industrial electronics
- Engineering science

Carpenter

- Mathematics
- Engineering drawing
- Carpentry and roofing theory
- Engineering science

Diesel trade technician

- Diesel trade theory
- Mathematics
- Engineering drawing
- Engineering science

Motor mechanic

- Mathematics
- Engineering science
- Engineering drawing
- Motor trade theory

Electrical engineer [heavy current]

- Mathematics
- Engineering science
- Industrial electronics
- Electrical trade theory

Electrical engineer [light current]

- Mathematics
- Engineering science
- Industrial electronics
- Logic systems

Instrumentation

- Mathematics
- Industrial electronics
- Instrument trade theory
- Engineering science

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Motor electrician

- Mathematics
- Engineering science
- Motor electrical theory
- Industrial electronics

Builder

- Mathematics
- Bricklaying and plastering theory
- Building drawing
- Building science

Plumber

- Mathematics
- Building drawing
- Plumbing theory
- Engineering science

Water treatment plant operator

- Mathematics
- Building drawing
- Water and waste-water treatment practice
- Plant operation theory

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Mechanical engineering

- Mathematics
- Engineering science
- Engineering drawing
- Mechano technology

Electrical engineering[light current]

- Mathematics
- Engineering science / Logic systems
- Industrial electronics
- Electrical trade theory

Electrical engineering[heavy current]

- Mathematics
- Engineering science
- Industrial electronics
- Electro technology

Electrical engineering[INSTRUMENTATION]

- Mathematics
- Engineering science
- Industrial electronics
- Instrument trade theory

Civil engineering

- Mathematics
- Building science
- Bricklaying and plastering theory
- Building drawing



Diploma courses [N4 –N6 COURSE WORK]

A national diploma will be issued by the department of higher education and training following the successful completion of both the theoretical and practical component, a level 6 [360 credits] university equivalent diploma is attainable via this channel. The total duration of study is a combined of 18months theory and 18months [minimum training period of 3years]. This qualification is QCTO accredited and department of higher education and training registered, a certificate is issued at the completion of each level and a diploma will be issued only after a successful completion of both the theoretical and practical component.

Mechanical engineering

N4 [certificate level 4months]

- Mechanical draughting
- Mechanotechnics
- Mathematics
- Engineering science

N5[certificate level 4months]

- Mechanotechnics
- Power machines
- Strength of materials and structures
- Mathematics

N6 [certificate level 4months]

- Mathematics
- Mechanotechnics
- strength of materials and structures
- power machines

Electrical engineering[heavy current]

N4 [certificate level 4months]

- electro-technics
- industrial electronics
- Mathematics
- engineering science

N5[certificate level 4months]

- electro-technics
- industrial electronics
- power machines
- Mathematics

N6 [certificate level 4months]

- industrial electronics
- electrotechnics
- power machines
- Mathematics



Electrical engineering [light current]

N4 [certificate level 4months]

- Mathematics
- Industrial Electronics
- Digital Electronics
- Logic Systems
- Computer Principles
- Communication Electronics

N5[certificate level 4months]

- Mathematics
- Industrial Electronics
- Digital Electronics
- Logic Systems
- Computer Principles
- Communication Electronics

N6 [certificate level 4months]

- Mathematics
- Industrial Electronics
- Digital Electronics
- Logic Systems
- Computer Principles
- Communication Electronics

Electrical engineering [INSTRUMENTATION]

N4 [certificate level 4months]

- Mathematics
- Industrial Electronics
- Digital Electronics
- Industrial Instruments

N5[certificate level 4months]

- Mathematics
- Industrial Electronics
- Digital Electronics
- Industrial Instruments

N6 [certificate level 4months]

- Mathematics
- Industrial Electronics
- Digital Electronics
- Industrial Instruments



Civil engineering

N4 [certificate level]

- Building administration
- Building and structural construction
- Building and structural surveying
- Quantity surveying



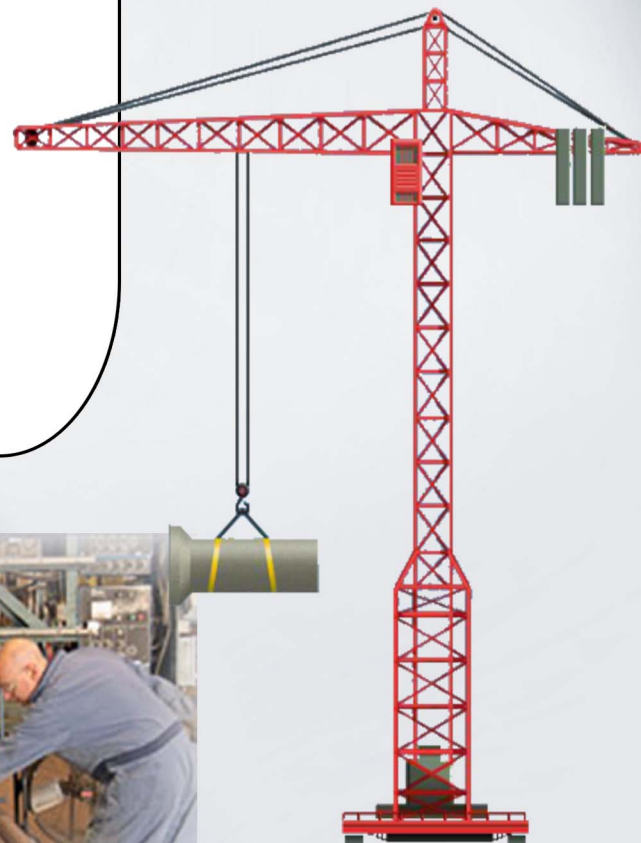
N5 [certificate level]

- Building administration
- Building and structural construction
- Building and structural surveying
- Quantity surveying



N6 [certificate level]

- Building administration
- Building and structural construction
- Building and structural surveying
- Quantity surveying



Government certificate of competency [g.c.c./government ticket]

The Certificate of Competency as a Mechanical and / or Electrical Engineering Technician is issued by the Department of Labor (Factories) or the Department of Minerals and Energy Affairs (Mines) to a person with the necessary academic diploma / degree and practical experience and who has passed a qualifying examination. A person with such a certificate must take responsibility for the operation of a factory or mine where the consumption of electricity exceeds a certain limit.

This University is one of a few tertiary institutions accredited to offer Diplomas complying with the requirements for admission to the GCC examination. This is not a GCC qualification, only a subject package complying with the entry requirements to the GCC examination.

The following subjects are compulsory for admittance to the Government Certificate of Competency examination:

Electrical:

Engineering Drawing N3

Engineering Science N4

Mathematics N4

Strength & Structures N5

Control Systems N6

Mechanotechnics N4, N5, N6

Power Machines N5, N6

Industrial Electronics N4, N5, N6

Electrotechnics N4, N5, N6

Supervisory Management N4, N5, N6

Mechanical:

Engineering Drawing N3

Engineering Science N4

Mathematics N4

Industrial Electronics N4

Electrotechnics N4, N5

Control Systems N6

Mechanotechnics N4, N5, N6

Power Machines N5, N6

Fluid Mechanics N5, N6

Strength & Structures N5, N6

Supervisory Management N4, N5, N6

Wiremans' license

An electrician with a license, known as a “registered person”, has applied to the Department of Labour (DoL) and has demonstrated his knowledge, skills and ability to conduct verification and certification of the construction, testing and inspection of the electrical installations for which he has been registered. The registered person is permitted to issue a Certificate of Compliance (CoC), which proves that the electrical installation is compliant.

There are three categories of registered person permitted to issue CoCs: electrical tester for single phase; installation electrician, and master installation electrician.

Electrical tester for single phase

This is an electrician who has been registered as an electrical tester for single phase in terms of regulation 11 (2) for the verification and certification of the construction, testing and inspection of electrical installations supplied by a single-phase electricity supply at the point of control, excluding specialised electrical installations.

Installation electrician

An electrician who has been registered as an installation electrician in terms of regulation 11 (2) for the verification and certification of the construction, testing and inspection of any electrical installation, excluding specialised electrical installations.

The minimum theoretical qualifications for registration as an installation electrician is an N2 or N3 certificate issued by the Department of Education, with a minimum pass mark of 40% in mathematics, engineering science, and electrical trade theory or electro-technology. Also acceptable is a Grade 12 certificate with a minimum pass mark of 40% in mathematics, science, and a technical/electrical subject. This may include an N3 subject

The theoretical subjects those are necessary for this course:

- Installation rules paper 01
- Installation rules paper 01

Master installation electrician

This is an electrician who has been registered as a master installation electrician in terms of regulation 11 (2) for the verification and certification of the construction, testing and inspection of any electrical installation.

The theoretical subjects those are necessary for specialized installation rules course:

- Specialized electrical installation codes: paper 1
- Specialized electrical installation codes: paper 2

Business exams are written according to semesters and for candidates to be allowed to write their exams candidates should have examination permit from the department of education and also provide identity document (id).

Diploma courses

A national diploma will be issued by the department of higher education and training following the successful completion of both the theoretical and practical component, a level 5 [360 credits] university equivalent diploma is attainable via this channel. The total duration of study is a combined of 18months theory and 18months [minimum training period of 3years]. This qualification is QCTO accredited and department of higher education and training registered, a certificate is issued at the completion of each level and a diploma will be issued only after a successful completion of both the theoretical and practical component

CERTIFICATE COURSES : DURATION 6 MONTHS PER SEMESTER

EDU-CARE CARE

N4 [certificate level]

- Day-care personnel
- Education
- Educate didactics: theory and practical
- Child health

N5 [certificate level]

- Entrepreneurship and business management
- Day-care communication
- Education: psychology
- Educate didactics theory and practical

N6 [certificate level]

- Day-care management
- Day-care communication
- Educational psychology
- Educate didactics theory and practical

BUSINESS MANAGEMENT

N4 [certificate level]

- Introductory accounting
- Management communication
- Entrepreneurship & business management
- Computer practice

N5 [certificate level]

- Financial accounting(n4)
- Computer practice
- Sales management
- Entrepreneurship & business management

N6 [certificate level]

- Cost and management accounting
- Financial accounting(n5)
- Sales management
- Computer practice



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MARKETING MANAGEMENT

N4 [certificate level]

- management communication
- marketing management
- entrepreneurship & business management
- computer practice

N5 [certificate level]

- sales management
- computer practice
- marketing management
- entrepreneurship & business management

N6 [certificate level]

- marketing communication
- marketing research
- marketing management
- sales management

FARMING MANAGEMENT

N4 [certificate level]

- financial management
- data management: farming
- maintenance management
- management: farming

N5 [certificate level]

- management: farming
- maintenance management: farming
- financial management
- data management

N6 [certificate level]

- management: farming
- data management
- human resource management: farming
- financial management

Human Resource Management

N4 [certificate level]

- management communication
- personnel management
- entrepreneurship & business management
- computer practice

N5 [certificate level]

- personnel training
- entrepreneurship & business management
- computer practice
- Labour relations

N6 [certificate level]

- personnel training
- Labour relations
- personnel management
- computer practice

PUBLIC RELATIONS

N4 [certificate level]

- communication
- office practice
- information processing
- entrepreneurship & business management

N5 [certificate level]

- office practice
- communication
- public relations
- information processing

N6 [certificate level]

- office practice
- communication
- information processing
- public relations





MANAGEMENT ASSISTANT

N4 [certificate level]

- communication
- computer practice
- information processing
- office practice

N5 [certificate level]

- communication
- computer practice
- information processing
- office practice

N6 [certificate level]

- communication
- computer practice
- information processing
- office practice

FINANCIAL MANAGEMENT

N4 [certificate level]

- financial accounting
- entrepreneurship & business management
- computerized financial systems
- management communication

N5 [certificate level]

- financial accounting
- cost and management accounting
- entrepreneurship & business management
- computerized financial systems

N6 [certificate level]

- income tax
- financial accounting
- computerized financial systems
- cost and management accounting

LEGAL SECRETARY

N4 [certificate level]

- office practice
- communication
- information processing
- introductory information processing

N5 [certificate level]

- communication
- legal practice
- office practice
- information processing

N6 [certificate level]

- legal practice
- information processing
- communication
- office practice

MEDICAL SECRETARY

N4 [certificate level]

- office practice
- communication
- medical practice
- information processing

N5 [certificate level]

- office practice
- communication
- medical practice
- information processing

N6 [certificate level]

- office practice
- communication
- medical practice
- information processing

Public management

N4 [certificate level]

- entrepreneurship & business management
- public administration
- computer practice
- management communication



N5 [certificate level]

- computer practice
- management communication
- public finance
- municipal administration

N6 [certificate level]

- public finance
- municipal administration
- computer practice
- public administration



SKILLS COURSES

COURSE	DURATION
Load haul dumper(isigubhu)	1-2 months
Drill rig(tamarack)	1-2 months
Forklift	1-2 months
Excavator	1-2 months
Truck loader backhoe(TLB)	1-2 months
Rock drill operator	1-2 months
Winch operator	1-2 months
Front end loader	1-2 months
Mobile crane(45 tonnes)	1-2 months
Safety lifting/ rigging	1-2 months
Dump truck/ mine truck	1-2 months
Bull dozer	1-2 months
Arch welding	1-2 months
Co2: welding	1-2 months
Grader	1-2 months
Overhead crane	1-2 months



MOBILE CRANE

1-2 months course. After the Mobile crane driver course, a student attains a mobile crane licence and mobile crane certification.

Modules in this course include

- Common occupation skills
- Hoisting calculations
- Crane inspection and maintenance
- Rigging
- Lifting planning, site preparation and crane set up
- Crane assembly, disassembly and transport
- Crane Operation



MOBILE CRANE

FORKLIFT

After the forklift driver course, a student attains forklift licence and forklift certificate.
The student must have a driver's licence code 14



FORKLIFT

Modules for Forklift driver training include

- Explain the specified requirements pertaining to lifting, securing, transferring and positioning of loads.
- Prepare for lifting, securing, transferring and positioning of loads
- Operate the forklift.
- Perform post-lifting, securing, transferring and positioning activities



EXCAVATOR

After the excavator driver course, a student attains excavator licence and excavator certificate. The student must have a driver's license code 14

Modules for excavator driver course include:

- Demonstrating knowledge of the functions of an excavator.
- Planning for work activities and prepare work area.
- Starting and shutting down excavator.
- Operating excavator.
- Transporting excavator to and from site.



EXCAVATOR

TRUCK LOADER BACKHOE

1-2 months course. After the truck loader backhoe (TLB), a student attains TLB licence and TLB certificate

Month 1: theory

Month 2: practical

Modules for TLB driver training include

- Demonstrate an understanding regarding operating the Tractor Loader Backhoe.
- Prepare to operate the Tractor Loader Backhoe.
- Operate the Tractor Loader Backhoe.
- Complete the duties pertaining to the operation of the Tractor Loader Backhoe.



TLB TRACTOR.LOADER.BACKHOE



LOAD HAUL DUMPER

1-2 months course. After load haul dumper, a student attains LHD licence and LHD certificate.

Month 1: theory

Month 2: practical

Modules for LHD mining training services include



- Explain the specified requirements pertaining to the transfer of broken rock by means of a diesel powered load haul dumper.
- Prepare to transfer broken rock with a diesel powered load haul dumper.
- Transfer broken rock with a diesel powered load haul dumper.
- Perform post-transferring activities.

GRADER

1-2 months course. After a grader course, a student attains grader licence and grader certificate

Month 1: theory

Month 2: practical

Modules for grader operator course include

- Demonstrating knowledge of the functions of a grader.
- Planning for work activities and preparing work area.
- Starting and shutting down grader.
- Operating grader.
- Transporting grader to and from site.



BULL DOZER

1-2 months course. After bull dozer course, a student attains the bull dozer licence and bull dozer certificate. The student must have drivers licence code 14.

Month 1: theory

Month 2: practical



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Modules for bulldozer driver course include:

- Demonstrating knowledge of the functions of a tracked dozer.
- Planning for work activities and prepare work area.
- Starting and shutting down tracked dozer.
- Operating tracked dozer.
- Transporting tracked dozer to and from site.

OVERHEAD CRANE

1-2 months course. After overhead crane course, a student attains overhead crane licence and overhead crane certificate.

Month 1: theory

Month 2: practical

OVERHEAD CRANE



Modules in this course include

- During the Gantry crane training we teach you how to deal with Capacities of equipment and attachments.
- In Overhead bridge crane training you learn how to deal with Purpose, use and limitation of controls.
- The overhead crane driver has to learn how to How to make daily checks.
- The energizing sequences, including pneumatic, hydraulic, and electrical sequences.
- Start-up and shut down procedures
- Emergency shut down procedures.
- All basic signalling procedures, including hand, radio, or telephone signals, where required.
- In addition to daily inspections, OSHA also requires periodic inspections of overhead cranes. Check for deformed, cracked, corroded or unsecured members. Are foot walks free of debris, grease, Does cab have a fire extinguisher.
- Practice in operating the assigned equipment through the mechanical functions necessary to perform the required task.
- Maximum capacity of the crane.
- Rigging procedures.
- Company rules and regulations.

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Co2: welding/ MIG

1-2 months course. After co2: welding course, a student attains co2 welding certificate.

Month 1: theory part

Month 2: practical part

Modules for the MIG welding course include

- Short description of the most common welding processes
- Fundamentals
- GMAW equipment's and consumables
- Joint and Groove designs
- Welding position and torch manipulations
- Weld defects
- safety and precautions



WELDING

FRONT END LOADER

Duration and Costs:

1-2 months course:

Month 1: theory part

Month 2: practical part

One week training and assessment for experienced operators.

Front End Loader Training Course Content:

The practical component conducted on client's premises includes completing a Risk Analysis for the operation of the front end loader, completing the pre operational checks in line with site procedures / operator's manual, demonstrate knowledge of the main operating controls of the front end loader, and then operating the front end loader to:

Outcomes:

- Push soil up
- Fill bucket efficiently
- Dump soil/material on a pile
- Spread bucket/s of soil/material
- Level the soil/material
- Load a truck or hopper (if available)
- Conduct routine checks
- Plant work
- Check controls and equipment
- Shift load
- Shut down equipment, secure site
- Duty of Care of all people in the workplace
- Operate as per manufacturer's instructions (operator's manual)
- Hazard identification and control measures (complete a risk assessment for the front end loader)



FRONT END LOADER

MATRICULATION FACULTY

MATRIC RE-WRITE

Matric re-write

New syllabus : November examination session

Subjects

- Mathematical literacy
- English
- Economics
- Accounting
- Geography
- Business studies
- Afrikaans
- Life orientation
- History
- Mathematics
- Physical sciences
- Life sciences
- Computerised application technology(cat)

Old syllabus June examination session

Subjects

- Mathematical literacy
- English
- Economics
- Accounting
- Geography
- Business studies
- Afrikaans
- Life orientation
- History
- Mathematics
- Physical sciences
- Life sciences
- Computerised application technology(cat)

New syllabus matric it is a matric not older than five years. When a student is registering for new syllabus matric he/she can't choose other subjects from those he/she failed or would like to upgrade or re-write



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**When your matric is not older
than five years that means
a student is still
having Cass mark at the
department of education.**

MATRICULATION FACULTY

MATRIC RE-WRITE



Old syllabus matric it is a matric older than five years. When a student is applying for old syllabus matric he/ she can choose subjects she want to upgrade or re- write other ones from his/ her previous ones.

When your matric is older than five years you can choose other subjects from the ones that you have because you don't have Cass mark at the department of education

TECHNICAL MATRIC June and November examination session

Subjects

- Mathematics
- Supervision in industry
- Industrial orientation
- Industrial organization and planning
- Business English
- Sake Afrikaans

N: B ALL SUBJECTS ARE COMPULSORY

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INFORMATION TECHNOLOGY

Accredited courses:

- Technical support
- System development
- System support
- End user computing

Career pathways:

- Network Administrator
- Data Processor
- Web Developer
- Programmer
- IT Analyst
- IT Project Manager

SHORT COURSES

COMPUTER LITERACY

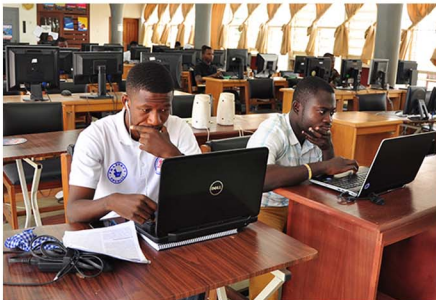
Duration:

Full time: 10 weeks

Part time: 10 weeks

Modules to be covered:

- Introduction to personal computer
- Ms word
- Ms excel
- Ms power point
- Internet & email
- Web browsing



COMPUTERIZED CASHIER

Duration: 3-4 weeks

Modules:

- Basic computer (Ms Word and Excel)
- Communications skills
- Computerized cashier training
- Computer typing skills
- Customer service skills

Career pathways:

- Cashier
- Cash register personnel

PASTEL ACCOUNTING

Career pathways:

- Office/Admin Assistant
- Office Administrator
- Financial/Banking Administrator
- Pastel Accounting Officer



CAMPUSES

CAMPUSES:

- ❖ KLERKSDORP CAMPUS
- ❖ RUSTENBURG CAMPUS
- ❖ PRETORIA CAMPUS
- ❖ DURBAN CAMPUS
- ❖ KEMPTON PARK

NEW CAMPUSES

- ❖ WOLMARANSTAAD
- ❖ VENTERSDORP

ACCREDITATION BODIES

- ❖ Umalusi
- ❖ Qcto
- ❖ Mict
- ❖ Teta
- ❖ Pseta

REGISTRATION AND ACCREDITATION



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