

INGWE TVET COLLEGE PROSPECTUS



Ingwe TVET College



higher education
& training

Department
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



ABOUT INGWE TVET COLLEGE



VISION A World Class institution of learning, training and development

MISSION Providing diverse quality technical vocational education and training responsive to the needs of our economy

VALUES Integrity and honesty
Commitment
Efficiency
Responsiveness
Accountability

Ingwe TVET College is central to skills development requirements of the Eastern Cape and significantly contributes to the training of a skilled workforce. We strive to be flexible in our programme offerings that they meet the needs of surrounding communities. Our programmes are affordable, cost effective and provide an alternative to general education and training programmes at schools and other Higher Education institutions. Our courses are affordable. We offer vocational programmes, Learnerships and skills courses. Our workshops are well equipped. At Ingwe TVET College we offer National Certificate Vocational (NCV) and Report 191 (Nated).

THE NATIONAL CERTIFICATE

VOCATIONAL NCV

The Department of Education introduced the National Certificate Vocational NCV at Public Technical and Vocational Education and Training (TVET) Colleges in 2007. The NCV offers programmes of study in a variety of skills demands of the South African economy.

The National Certificate Vocational is offered at Levels 2, 3 and 4 of the National Qualifications Framework (NQF). The qualification is designed

to provide both theory and practical experience in a particular vocational field.

The practical component of the study may be offered in the workplace or in a simulated workplace environment. Students have the opportunity to experience work situations during the period of study.

Ongwe TVET College offers 8 NCV programmes.

WHAT IS THE DIFFERENCE BETWEEN NCV AND REPORT 191 NATED?

NATIONAL CERTIFICATE VOCATIONAL (NCV)

- ✓ The NCV consists of three consecutive qualifications on NQF Levels 2, 3 and 4.
- ✓ Each level is a full qualification and takes one academic year to complete when studying full time.
- ✓ A student, who wishes to do the NC(V) part time, can take up to 3 years to complete each level.
- ✓ The NC(V) qualification is offered in 17 different vocational programmes, each specializing in a particular field of study.
- ✓ Each NC(V) level is made up of 3 fundamental subjects (a language, Life Orientation and Mathematics or Mathematical literacy), 3 compulsory vocational subjects in the particular field of study and one optional subject, which focuses on specialization in a particular occupation.

REPORT 191 (NATED)

- ✓ The NATED programmes refers to the report 191, N1 to N6, offering that were developed for what was previously known as technical colleges.
- ✓ A student who has achieved a N2 certificate in engineering studies, and who has proof of 2 years work experience in the same field as the subjects on the N2 certificate, can apply to take a trade test to qualify as an artisan.
- ✓ The only other qualification that is achieved through the Report 191 system is the National N-Diploma, which is currently issued by the DHET after successful completion of N6 plus 18 months work experience for Business Studies and 2 years for Engineering Studies, in the same field as the subjects on the N6-certificate.

THE STRUCTURE AND COMBINATION OF SUBJECTS FOR NC (V)

The structure and combination of subjects is applicable at every level of study of the qualification, i.e. Level 2, 3 and 4

SUBJECTS

Three compulsory subjects:

Language: This must be one of the official languages of South Africa and should be offered as a language of teaching and learning;
Mathematics or Mathematical Literacy; and Life Orientation.

Four vocational subjects:

These are subjects from the sub-

field organization of the NQF (see the list below).

SUB-FIELD PROGRAMMES OFFERED IN THE QUALIFICATION

The subject combinations in each of these programmes provide a high degree of specialization for a particular economic sector.

It is important to note that of the vocational subjects, one subject may be chosen from any vocational programme to provide the student with either high levels of specialization, or the opportunity for broader training.



NATIONAL CERTIFICATE ENGINEERING & RELATED DESIGN

WHAT IS THE NATIONAL CERTIFICATE: ENGINEERING & RELATED DESIGN PROGRAMME?

The National Certificate Engineering & Related Design is a programme at each of level 2, 3 and 4 of the NQF. This programme is designed to provide to both the theory and practice of Engineering and Related Design. The practical component of study will be offered in a real workplace or in a simulated workplace environment. It will provide students with an opportunity to experience work situations during the period of study.

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS TO THE PROGRAMME?

For entry into the National Certificate Engineering & Related Design at NQF Level 2, you require:

- A year end school report for for Grade 9, 10, 11 or 12 certificate; or
- An NQF Level 1 qualification; or
- An approved bringing programme design 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

HOW LONG IS THE QUALIFICATION?

The National Certificate Engineering & Related Design programme is a full year programme at each of the NQF Levels of study. A student is issued with with a certificate on the successful completion of study that is Level 2, 3 and 4.

WHICH SUBJECTS MAKE UP A NATIONAL CERTIFICATE ENGINEERING & RELATED DESIGN?

In order to obtain a National Certificate Engineering & Related Design, a student is required to take a total of 7 subjects. These include 3 fundamental subjects and 4 vocational subjects.

Which are the fundamental subjects?

The 3 fundamental subjects are:

- First additional language – which must be the language of teaching and learning;
- Mathematics or Mathematical literacy; and
- Life Orientation

WHAT ARE THE VOCATIONAL SUBJECTS IN ENGINEERING & RELATED DESIGN?

The vocational subjects include:

- Engineering Fundamentals
- Engineering Practice and Maintenance
- Engineering Processes and Technology
- Engineering Technology
- Materials Technology
- Professional Engineering Practice
- Engineering System, Graphic and Design
- Applied Engineering Technology
- Fitting and Turning
- Engineering Fabrication (Biolermaking, Sheet Metal Work)
- Automotive Repair and Maintenance
- Welding
- Refrigeration & Air-Conditioning

CAREER OPPORTUNITIES

- Car Manufacturing
- Panel beating
- Mechanical Engineering
- Welding
- Tool making
- Automotive repairing
- Motor Mechanics

OFFERED AT

- Mount Frere
- Ngqungqushu



NATIONAL CERTIFICATE ELECTRICAL INFRASTRUCTURE CONSTRUCTION

WHAT IS THE NATIONAL CERTIFICATE ELECTRICAL INFRASTRUCTURE CONSTRUCTION PROGRAMME?

The National Certificate Electrical Infrastructure Construction is a programme at each of levels 2,3 and 4 of the NQF. This programme is designed to provide both the theory and practical of electrical infrastructure construction. The practical component of study may be offered in a real workplace or in a simulated workplace environment. It will provide students with an opportunity to experience workplace situation during the period of study

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS TO THE PROGRAMME?

For entry into the National Certificate Electrical Infrastructure Construction at NQF Level 2, you require:

- A year end school report grade 9, 10, 11 or 12 certificate; or
- An NQF Level 1 qualification; or
- An approved bringing 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.

HOW LONG IS THE QUALIFICATION?

The National Certificate Electrical Infrastructure Construction programme is a full year programme at each of the NQF Levels of study. A student is issued with a certificate on the successful completion of each level of study that is level 2, 3 and 4.

WHICH SUBJECT MAKE UP A NATIONAL CERTIFICATE ELECTRICAL INFRASTRUCTURE CONSTRUCTION?

In order to obtain a National Certificate Electrical Infrastructure Construction, a student is required to take a total of 7 subjects. This includes 3 fundamental subjects and 4 vocational subjects.

Which are the fundamental subjects?

The 3 fundamental subjects are:

- First additional language-which must be the language of teaching and learning;
- Mathematics or Mathematical Literacy; and
- Life Orientation

WHAT ARE THE VOCATIONAL SUBJECTS IN ELECTRICAL INFRASTRUCTURE CONSTRUCTION?

The vocational subjects in Electrical Infrastructure Construction include:

- Electrical principles and Practice
- Electronic Control and Digital Electronics
- Electrical workmanship
- Electrical System and Construction
- Material Technology
- Professional Engineering Practice
- Engineering system, Graphic and Design
- Applied Engineering Technology
- Fitting and Turning
- Engineering Fabrication (Boilermaking, Sheet Metal Work)
- Automotive Repair and Maintenance
- Welding
- Refrigeration & Air conditioning

CAREER OPPORTUNITIES

- Electrical Engineering
- Industrial Engineering
- Sound Technology
- Theatre Technology
- Digital Electronics

OFFERED AT

- Siteto
- Ngqungqushu

NATIONAL CERTIFICATE CIVIL ENGINEERING AND BUILDING CONSTRUCTION

WHAT IS THE NATIONAL CERTIFICATE CIVIL ENGINEERING AND BUILDING CONSTRUCTION PROGRAMME?

The National Certificate Civil Engineering and Building Construction is a programme at each of levels 2, 3 and 4 of the NQF. This programme is designed to provide both the theory and practice of Civil Engineering and Building Construction. The practical component of study will be offered in a real workplace or in a simulated workplace environment. It will provide student with an opportunity to experience work situation during the period of study

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS TO THE PROGRAMME?

For entry into the National Certificate Civil Engineering and Building Construction at NQF level 2, require:

- A year end school report for Grade 9,10,11 or 12 certificate; or
- An NQF Level 1 qualification, or
- An approved bridging programme designed for the specific purpose to access NQF Level 2; or
- A Recognition Prior Learning (RPL) assessment to meet the basic requirement for access to NQF Level 2

HOW LONG IS THE QUALIFICATION?

The National Certificate Civil Engineering and Building Construction programme is a full year programme at each of the NQF Levels of study. A student is issued with a certificate on the successful completion of study that is Level 2, 3 and 4

WHICH SUBJECT MAKE UP A NATIONAL CERTIFICATE CIVIL ENGINEERING AND BUILDING CONSTRUCTION

In order to obtain a National Certificate Civil Engineering and Building Construction, a student is required to take a total of 7 subjects. These include 3 fundamental subjects and 4 vocational subjects.

WHICH ARE THE FUNDAMENTAL SUBJECTS? WHAT ARE THE VOCATIONAL SUBJECTS IN CIVIL ENGINEERING AND BUILDING CONSTRUCTION?

In order to obtain a National Certificate Civil and Building Construction, a student is required to take a total of 7 subjects. These include 3 Fundamental subjects and 4 vocational subjects.

WHICH ARE THE FUNDAMENTAL SUBJECTS?

The vocational subjects in Civil Engineering and Building Construction include:

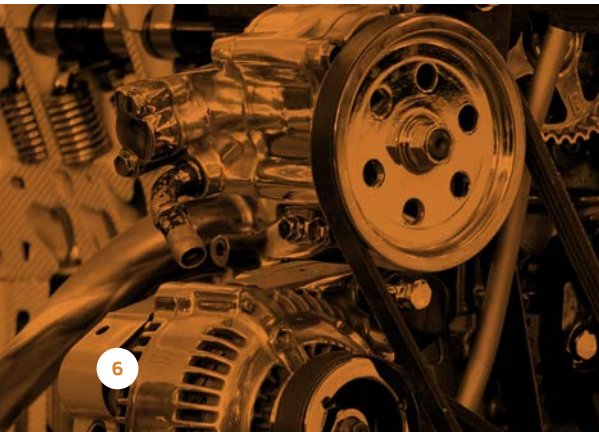
- Construction Planning
- Construction Plant and Equipment
- Construction Materials
- Construction Supervision
- Construction Carpentry and roof work
- Construction Plumbing
- Concrete Structures
- Roads
- Physical Science

CAREER OPPORTUNITIES

- Architectural Technology
- Drainage Inspection
- Industrial Engineering
- Quantity Surveying
- Sanitation and Reticulation
- Roads Construction
- Building Construction

OFFERED AT

- Sieto
- Ngqungqushe



“ PROVIDE STUDENT WITH AN OPPORTUNITY TO EXPERIENCE WORK SITUATION DURING THE PERIOD OF STUDY ”

04 NATIONAL CERTIFICATE INFORMATION TECHNOLOGY & COMPUTER SCIENCE

WHAT IS THE NATIONAL CERTIFICATE INFORMATION TECHNOLOGY AND COMPUTER SCIENCE PROGRAMME?

The National Certificate Information Technology and Computer Science is a programme for programmers at each of Level 2, 3 and 4 and of the NQF. This programme is designed to provide both the theory and practice of Information Technology and Computer Science. The practice component of study may be offered in a real workplace or in a simulated workplace environment. It will provide student with an opportunity to experience work situations during the period of study.

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS TO THE PROGRAMME?

For entry in to National Certificate Information Technology and Computer Science at NQF Level 2, you require:

- A year end school report for Grade 9 , 10, 11 or 12 certificate; or
- An NQF Level 1 qualification; or
- An approval bridging programme designed for the 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.

HOW LONG IS THE QUALIFICATION?

The National Certificate Information Technology and Computer Science programme is a full year programme at each of the NQF levels of study. A student is issued with a certificate on the successful completion of each level of study that is Level 2, Level 3 and Level 4

WHICH SUBJECTS MAKE UP A NATIONAL CERTIFICATE INFORMATION TECHNOLOGY AND COMPUTER SCIENCE?

In order to obtain a National Certificate Information Technology and Computer Science, a student is required to take of total of 7 subjects. These include 3 fundamental subjects and 4 vocational subjects.

WHICH ARE THE FUNDAMENTAL SUBJECTS?

- First additional language- which must be the language of teaching and learning;
- Mathematics or Mathematical literacy; and
- Life Orientation



WHAT ARE THE VOCATIONAL SUBJECTS IN INFORMATION TECHNOLOGY AND COMPUTER SCIENCE?

The vocational subjects in Information Technology and computer science:

- Information Systems
- Systems Development and Computer Programming
- Computer hardware and Software
- System Analysis and Design

CAREER OPPORTUNITIES

- Computer programming
- Information Technology Management
- Computer Systems Engineering
- Data processing

OFFERED AT

- Mount Fletcher

NATIONAL CERTIFICATE FINANCE, ECONOMICS AND ACCOUNTING

WHAT IS THE NATIONAL CERTIFICATE FINANCE, ECONOMICS AND ACCOUNTING PROGRAMME?

The National Certificate Finance, Economics and Accounting is a programme of levels 2, 3 and 4 of the NQF. This programme is designed to provide both the theory and practice of Finance, Economic and Accounting. The practical component of study may be offered in a real workplace or in a simulated workplace environment. It will provide student with an opportunity to experience workplace situation during the period of study

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS TO THE PROGRAMME?

For entry into the National Certificate Finance, Economics and Accounting at NQF Level 2, you require:

- A year end school report 9,10,11 or 12 Certificate; or
- An NQF Level 1 Qualification; or
- An approved bridging programme designed for the specific purpose to access NQF Level 2; or
- A recognition of prior learning (RPL) assessment to meet basic requirements for access to NQF Level 2.

HOW LONG IS THE QUALIFICATION?

The National Certificate Finance, Economics and Accounting Programme is a full year programme at each of the NQF levels of study. A student is issued with a certificate on the successful completion of each level of study that is level 2, level 3 and level 4

WHICH SUBJECTS MAKE UP A NATIONAL CERTIFICATE FINANCE, ECONOMICS AND ACCOUNTING?

In order to obtain a National Certificate Finance, Economics and Accounting, a student is required to take a total of 7 subjects. These include 3 fundamental subjects and 4 vocational subjects.

WHICH ARE THE FUNDAMENTAL SUBJECTS?

The 3 fundamental subjects are:

- First additional language- which must be the language of teaching and learning;
- Mathematics or Mathematical literacy; and
- Life Orientation

WHAT ARE THE VOCATIONAL SUBJECTS IN FINANCE, ECONOMICS AND ACCOUNTING?

The vocational subjects in Finance, Economics and Accounting include:

- Applied Accounting
- Economics Environment
- Financial Management
- New Venture Creation

CAREER OPPORTUNITIES

- Private and Public Accounting
- Financial Services
- Insurance Services
- Investment Services
- Bookkeeping

OFFERED AT

- Maluti
- Mount Frere
- Ngqungqushu



NATIONAL CERTIFICATE MANAGEMENT

WHAT IS THE NATIONAL CERTIFICATE MANAGEMENT PROGRAMME?

The National Certificate Management is a programme at each of level 2, 3 and 4 of the NQF. This programme is designed to provide both the theory and of management. The practical component of the study may be offered in real workplace or in a simulated workplace environment. It will provide student with an opportunity to experience work situation during the period of study.

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS TO THE PROGRAMME?

For entry in to the National Certificate Management at NQF Level 2, you require:

- A year end school report for grade 9, 10, 11 and 12 certificate; or
- An NQF level 1 qualification; or
- An approval bridging Programme designed for the 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.

HOW LONG IS THE QUALIFICATION?

The National Certificate Management programme is a full year program at each of the NQF levels of study. A student is issued with a certificate on the successful completion of each level of study that is Level 2, 3 and 4.

WHICH SUBJECTS MAKE UP A NATIONAL CERTIFICATE MANAGEMENT?

In order to obtain a National Certificate Management, a student is required to a total of 7 subjects. These include 3 fundamental subjects and 4 vocational subjects. Which are the fundamental subjects?

The fundamental subjects are:

- First additional language-which must be the language of teaching and learning;
- Mathematics or Mathematical literacy; and
- Life Orientation

WHAT ARE THE VOCATIONAL SUBJECTS IN MANAGEMENT?

The 4 vocational subjects in management are:

- Management Practice
- Operations Management
- Financial Management
- Entrepreneurship and Project Management

CAREER OPPORTUNITIES

- Human Resources Management
- Marketing
- Financial Management
- Public Relations
- Production
- Office Management

OFFERED AT

- Siteto

NATIONAL CERTIFICATE MARKETING

WHAT IS THE NATIONAL CERTIFICATE MARKETING PROGRAMME?

The National Certificate Marketing is a programme at each of level 2, 3, and 4 of the NQF. This programme is designed to provide both the theory and practice of Marketing. The practical component of the study may be offered in the workplace or in a stimulated workplace environment. It will provide student with with an opportunity to experience work situations during the period of study.

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS TO THE PROGRAMME?

For entry in to the National Certificate Marketing at NQF Level 2, you require:

- A year end school report for Grade 9, 10, 11 or 12 Certificate; or
- An NQF Level 1 qualification; or
- An approved bridging programme designed for the specific purpose to access NQF Level 2; or
- A recognition of Prior Learning (RPL) assessments to meet the basic requirements for access to NQF Level 2.

HOW LONG IS THE QUALIFICATION?

The National Certificate Marketing programme is a full year programme at each of the NQF levels of study. A student is issued with a certificate on the successful completion of each of the NQF study that is level 2, Level 3, and 4.

WHICH SUBJECTS MAKE UP A NATIONAL CERTIFICATE MARKETING?

In order to obtain a National Certificate Marketing, a student is required to a take a total of 7 subjects. These include 3 fundamental subjects and 4 vocational subjects.

WHICH ARE THE FUNDAMENTAL SUBJECTS?

The fundamental subjects?

- First additional language- which must be the language of teaching and learning;
- Mathematics or Mathematical Literacy; and
- Life Orientation

WHAT ARE THE VOCATIONAL SUBJECTS IN MARKETING?

The vocational subjects in Marketing are:

- Advertising and Promotion
- Marketing
- Marketing Communion
- Consumer Behavior
- Contact Centre Operations

CAREER OPPORTUNITIES

- Market products
- Sell goods and Services
- Market Research
- Advertising

OFFERED AT

- Maluti
- Mount Frere

NATIONAL CERTIFICATE OFFICE ADMINISTRATION

WHAT IS THE NATIONAL CERTIFICATE OFFICE ADMINISTRATION PROGRAMME?

The National Certificate Office Administration is a programme at each of Level 2, 3 and 4 of the NQF. This programme is designed to provide both the theory and practice of Office Administration. The practical component of the study may be offered in the workplace or in a stimulated workplace environment. It will provide student with an opportunity to experience work situation during the period of study.

What are the minimum entry requirements to the programme?

For entry in to the National Certificate Office Administration at NQF level 2, you require:

- A year end school report for Grade 9, 10, 11 and 12 Certificate; or
- An NQF level 1 qualification; or
- An approved bridging programme designed for the specific purpose to access NQF level 2; or
- A Recognition of Prior Learning (RPL) assessment to meet basic requirements for access to NQF Level 2.

HOW LONG IS THE PROGRAMME?

The National Certificate Office Administration programme is a full year programme at each of the NQF level of study. A student is issued with a certificate on the successful completion of each level of study that is level 2, 3 and 4.

WHICH SUBJECTS MAKE UP A NATIONAL CERTIFICATE OFFICE ADMINISTRATION?

In order to obtain a National Certificate Office Administration, a student is required to take a total of 7 subjects. This include 3 fundamental subjects and 4 vocational subjects.

Which are the Fundamental subjects?

The fundamental subjects are:

- First additional language –which must be the language of teaching and learning;
- Mathematics or Mathematical Literacy; and
- Life Orientation

WHAT ARE THE VOCATIONAL SUBJECTS IN OFFICE ADMINISTRATION?

The vocational subjects in Office Administration are:

- Business Practice
- Office Practice
- Office Data Processing
- Applied Accounting or 2nd Language or Personal Assistance or New Venture Creation.

CAREER OPPORTUNITIES

- Receptionist
- Personal Assistant
- Secretary
- Company Secretary
- Front Office Assistance

OFFERED AT

- Maluti
- Mount Frere
- Mount Fletcher
- Ngqungqushu
- Siteo 0100

“

**THE PRACTICAL
COMPONENT OF STUDY
MAY BE OFFERED IN A
REAL WORKPLACE OR IN A
SIMULATED WORKPLACE
ENVIRONMENT.**

”



INTRODUCING REPORT 191 PROGRAMMES

With the introduction of the National Certificate Vocational NC (V), in 2007, the phasing out of NATED Courses commenced. This resulted in N1-N3 qualifications being phased out in public TVET colleges for all engineering, business and services programmes.

However, the N1-N3 Engineering studies and N4-N6 Engineering, business and service programmes have been extended by the Department of Higher Education and Training (DHET) until such time that the DHET issues a gazette on its phase out. Student can therefore continue to enroll for N1-N3 Engineering studies and Engineering, Business and Service programmes.

SUBJECT REQUIREMENT AND DURATION OF THE COURSES

In the case of engineering studies, each level requires three subjects and run for 10 weeks/trimester duration. In Business and Service-related programmes each level requires four subjects and it is for six months/semester for engineering programmes, and every semester for business and service programmes.

THE MINIMUM ENTRY REQUIREMENTS FOR THE REPORT 191 COURSES

- For student wishing to enroll for N1 in engineering studies, a Grade 9 report is a prerequisite.
- For student wishing to enroll for N2 a N1 certificate is required a N2 certificate or equivalent.
- To enroll for the N4 Certificate, student need to have an N3 Certificate or a Grade 12 Certificate.
- To enroll for N5, student need ton to have N4 Certificate and an N5 certificate to be considered for enrolment into N6.
- To enroll for the N4 Certificate, student needs to have an N3 Certificate or a Grade 12 Certificate.
- To enroll for N5, students need to have N4 Certificate and an N5 certificate to be considered for enrolment into N6.

TO ENROLL IN	PREREQUISITE (YOU NEED)
N1	Grade 9
N2	N1 or Equivalent
N3	N2 or Equivalent
N4	N3 or Grade 12
N5	N4
N6	N5





01 NATIONAL N CERTIFICATE ELECTRICAL ENGINEERING

WHAT IS THE NATIONAL N CERTIFICATE ELECTRICAL ENGINEERING PROGRAMME?

The National N Certificate Electrical Engineering is a programme offered at N1 – N6. This programme is designed to provide both the theory and practice of Electrical Engineering. The practical component of the study may be offered in the workplace or in a simulated workplace environment. It will provide student with an opportunity to experience work situation during the period of study.

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS TO THE PROGRAMME?

For entry to Electrical Engineering N1 to N2 you require

- A year end school report for Grade 10, and or
- Grade 12 certificate
- Equivalent qualification
- A Recognition of Prior Learning (RPL) assessment to meet basic requirements for access to N1

For entry to Civil Engineering N3 you require

- N2 Certificate or
- Grade 12
- Equivalent qualification
- A Recognition of Prior Learning (RPL) assessment to meet basic requirements for access to N3

For entry to Civil Engineering N3 you require

- N3 – N5 Certificate or
- Grade 12
- Equivalent qualification
- A Recognition of Prior Learning (RPL) assessment to meet basic requirements for access to N3

HOW LONG IS THE PROGRAMME?

It is a full time 03 months programme at each of the Nated (N). A student is issued with a certificate on the successful completion of each Nated (N) of study that is N1, N2, N3, N4, N5 and N6.

Which subjects make up Electrical Engineering?

In order to obtain a N1 – N2 certificate a student is required to take a total of 4 subjects

- Mathematics
- Engineering Science
- Industrial Electronics
- Electrical Trade Theory

In order to obtain a N3 certificate a student is required to take a total of 4 subjects

- Mathematics
- Engineering Science
- Industrial Electronics
- Electro technology

In order to obtain a N4 – N6 certificate a student is required to take a total of 4 subjects

- Mathematics
- Engineering Science
- Industrial Electronics
- Mechano technology

CAREER OPPORTUNITIES

- Electrical Engineering
- Industrial Engineering
- Sound Technology
- Theatre Technology
- Digital Electronics

OFFERED AT

- Ngqungqushu
- Siteto

02 NATIONAL N CERTIFICATE CIVIL ENGINEERING

WHAT IS THE NATIONAL N CERTIFICATE CIVIL ENGINEERING PROGRAMME?

The National N Certificate Civil Engineering is a programme offered at N1 – N6. This programme is designed to provide both the theory and practice of Civil Engineering. The practical component of the study may be offered in the workplace or in a stimulated workplace environment. It will provide student with an opportunity to experience work situation during the period of study.

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS TO THE PROGRAMME?

For entry to Civil Engineering N1 to N2 you require

- A year end school report for Grade 10, and or
- Grade 12 Certificate
- Equivalent qualification
- A Recognition of Prior Learning (RPL) assessment to meet basic requirements for access to N1

For entry to Civil Engineering N3 you require

- N2 Certificate or
- Grade 12
- Equivalent qualification
- A Recognition of Prior Learning (RPL) assessment to meet basic requirements for access to N3

For entry to Civil Engineering N3 you require

- N3 – N5 Certificate or
- Grade 12
- Equivalent qualification
- A Recognition of Prior Learning (RPL) assessment to meet basic requirements for access to N3

HOW LONG IS THE PROGRAMME? It is a full time 03 months programme at each of the Nated (N). A student is issued with a certificate on the successful completion of each Nated (N) of study that is N1, N2, N3, N4, N5 and N6.

WHICH SUBJECTS MAKE UP CIVIL ENGINEERING?

In order to obtain a N1 – N2 certificate a student is required to take a total of 4 subjects

- Mathematics
- Building Science
- Building Drawing
- Bricklaying and plastering theory or
- Plumbing theory or
- Carpentry and Roofing theory

In order to obtain a N3 certificate a student is required to take a total of 4 subjects

- Mathematics
- Building Science
- Building Drawing
- Building and Civil Technology

In order to obtain a N4 – N6 certificate a student is required to take a total of 4 subjects

- Mathematics
- Building and Structural Construction
- Building and Structural Surveying
- Building Administration
- Building and Civil Technology

CAREER OPPORTUNITIES

- Architectural Technology
- Drainage Inspection
- Industrial Engineering
- Quantity Surveying
- Sanitation and Reticulation
- Roads Construction
- Building Construction

OFFERED AT

- Ngqungqushu
- Siteo





03 NATIONAL N CERTIFICATE MECHANICAL ENGINEERING

WHAT IS THE NATIONAL N CERTIFICATE MECHANICAL ENGINEERING PROGRAMME?

The National N Certificate Mechanical Engineering is a programme offered at N1 – N6. This programme is designed to provide both the theory and practice of Mechanical Engineering. The practical component of the study may be offered in the workplace or in a simulated workplace environment. It will provide student with an opportunity to experience work situation during the period of study.

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS TO THE PROGRAMME?

For entry to Mechanical Engineering N1 to N2 you require

- A year end school report for Grade 10, and or
- Grade 12 certificate
- Equivalent qualification
- A Recognition of Prior Learning (RPL) assessment to meet basic requirements for access to N1

For entry to Mechanical Engineering N3 you require

- N2 Certificate or
- Grade 12
- Equivalent qualification
- A Recognition of Prior Learning (RPL) assessment to meet basic requirements for access to N3

For entry to Mechanical Engineering N3 you require

- N3 – N5 Certificate or
- Grade 12
- Equivalent qualification
- A Recognition of Prior Learning (RPL) assessment to meet basic requirements for access to N3

HOW LONG IS THE PROGRAMME?

It is a full time 03 months programme at each of the Nated (N). A student is issued with a certificate on the successful completion of each Nated (N) of study that is N1, N2, N3, N4, N5 and N6.

Which subjects make up Mechanical Engineering?

In order to obtain a N1 – N2 certificate a student is required to take a total of 4 subjects

- Mathematics
- Engineering Science
- Engineering Drawing or
- Plating and Structural Steel Drawing
- Fitting

In order to obtain a N3 certificate a student is required to take a total of 4 subjects

- Mathematics
- Engineering Science
- Engineering Drawing or
- Plating and Structural Steel Drawing
- Mechano technology

In order to obtain a N4 – N6 certificate a student is required to take a total of 4 subjects

- Mathematics
- Engineering Science
- Engineering Drawing
- Mechano technology

CAREER OPPORTUNITIES

- Automotive Repairing
- Motor Mechanics
- Refrigeration

OFFERED AT

- Mount Frere
- Ngqungqushu
- Siteo

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS?

For entry to Business Management N1-N2, you require:

- Grade 12 certificate; or
- Equivalent qualification

WHICH SUBJECTS MAKE UP BUSINESS MANAGEMENT?

In order to obtain a Nated National Certificate (Business Management), a student is required to take the following subjects.

- Introductory Accounting N4
- Management Communication N4
- Financial Accounting N4 and N5
- Sales Management N5 and N6
- Computer Practice N4, N5 and N6
- Entrepreneurship and Business Management N4, N5 and N6

HOW LONG IS THE QUALIFICATION?

It's a full part time six (06) months programme at each of the Nated (N). A student is issued with a certificate on the successful completion of each Nated (N) of study that is N4, 5 and N6.

WHAT CAREER OPPORTUNITIES DO I HAVE AFTER COMPLETING?

The Nated National Certificate (Business Management) provides an opportunity to access careers in any of the sectors listed below:

- Finance Management
- Marketing
- Human Resources
- Public Relations
- Production
- Office Administration

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS?

For entry to Financial Management, you require

- Grade 12 Certificate; or
- Equivalent qualification

WHICH SUBJECTS MAKE UP A BUSINESS MANAGEMENT?

In order to obtain a Nated National Certificate (Financial Management), a student is required to take the following subjects.

- Management Communication N4
- Cost and Management Accounting N5 and N6
- Computerised Financial System N4, N5 and N6
- Financial Accounting N4, N5 and N6
- Entrepreneurship and Business Management N4, N5 and N6

HOW LONG IS THE QUALIFICATION?

It's a full or part time six (6) months programme at each of the Nated (N). A student is issued with a certificate on the successful completion of each Nated (N) of study, that is N4, 5 and N6.

WHAT CAREER OPPORTUNITIES DO I HAVE AFTER COMPLETING?

The Nated National Certificate (Financial Management) provides an opportunity to access careers in any of the sectors listed below:

- Private and Public Accounting
- Banking
- Financial Services
- Insurance Services
- Investment Services
- Bookkeeping



WHAT ARE THE MINIMUM ENTRY REQUIREMENTS?

For entry to Human Resource, you require:

- Grade 12 Certificate; or
- Equivalent qualification

WHICH SUBJECTS MAKE UP A HUMAN RESOURCE?

In order to obtain a Nated National Certificate (Human Resource), a student is required to take the following subjects.

- Entrepreneurship Management N4
- Management Communication N4
- Labour Relations N5 and N6
- Personal Training N5 and N6
- Computer Practice N4, N5 and N6
- Personal Management N4, N5 and N6

HOW LONG IS THE QUALIFICATION?

It's a full or part time six (06) months programme at each of the Nated (N). A student is issued with a certificate on the successful completion of each Nated (N) of study, that is N4, 5, and 6

WHAT CAREER OPPORTUNITIES DO I HAVE AFTER COMPLETING?

It provides an opportunity to access careers in any of the sectors listed below:

- Public Sector (Government Department)
- Private Sector (Companies)
- Parastatal
- Government Agencies
- Consultancy Services
- Mining Industries

OFFERED AT

- Maluti Campus
- Mount Frere Campus

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS?

For entry to Management assistant, you require:

- Grade 12 Certificate; or
- Equivalent qualification

WHICH SUBJECTS MAKE UP MANAGEMENT ASSISTANT?

In order to obtain a Nated National Certificate (Management Assistant), a student is required to take the following subjects.

- Information Processing N4, N5 and N6
- Computer Practice N4, N5 and N6
- Communication N4, N5 and N6
- Office Practice N4, N5 and N6

HOW LONG IS THE QUALIFICATION?

It's a full or part time six (06) months at each of the Nated (N). A student is issued with a certificate on the successful completion of each Nated (N) of study that is N4, 5 and N6.

WHAT CAREER OPPORTUNITIES DO I HAVE AFTER COMPLETING?

The Nated National Certificate (Management Assistant) provides an opportunity to access careers in any of the sectors listed below:

- Accounting and Bookkeeping
- Office Management
- Freight Forwarder
- Human Resource Management
- Personnel Management
- Private Secretary
- Front Line Reception
- Legal Secretarial Services
- Self Employment
- Personal and General Secretarial Services

OFFERED AT

- Maluti Campus
- Mount Frere Campus
- Siteo Campus

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS?

For entry to Marketing Management N4-N6, you require:

- Grade 12 certificate; or
- Equivalent qualification

WHICH SUBJECTS MAKE UP A MARKETING MANAGEMENT QUALIFICATION?

In order to obtain a Nated National Certificate (Marketing Management), a student is required to take the following subjects.

- Marketing Management N4,N5 and N6
- Management Communication N4
- Computer Practice N4
- Entrepreneurship and Business Management N4 and N5
- Sales Management N6
- Marketing Research N6

HOW LONG IS THE QUALIFICATION?

It's a full part time six (06) months programme at each of the Nated (N). A student is issued with a certificate on the successful completion of each Nated (N) of study that is N4, 5 and N6.

WHAT CAREER OPPORTUNITIES DO I HAVE AFTER COMPLETING?

The Nated National Certificate (Marketing Management) provides an opportunity to access careers in any of the sectors listed below:

- Marketing Management
- Public Relations
- Production
- Advertising
- Sales

OFFERED AT

- Mount Frere Campus
- Maluti Campus



09 PUBLIC MANAGEMENT

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS?

For entry to Public Management N1-N2, you require:

- Grade 12 certificate; or
- Equivalent qualification

WHICH SUBJECTS MAKE UP A PUBLIC MANAGEMENT?

In order to obtain a Nated National Certificate (Public Management), a student is required to take the following subjects.

- Public Management N4 – N6
- Public Administration N4 – N6
- Public Finance N4 – N6
- Public Law N4 and N6
- Management Communications N4 – N6

HOW LONG IS THE QUALIFICATION?

It's a full part time six (06) months programme at each of the Nated (N). A student is issued with a certificate on the successful completion of each Nated (N) of study that is N4, 5 and N6.

WHAT CAREER OPPORTUNITIES DO I HAVE AFTER COMPLETING?

The Nated National Certificate (Public Management) provides an opportunity to access careers in any of the sectors listed below:

- Finance Management
- Marketing
- Human Resources
- Public Relations
- Production
- Office Administration

OFFERED AT

- Ngqungqushu Campus

10 LEGAL SECRETARY

WHAT ARE THE MINIMUM ENTRY REQUIREMENTS?

For entry to Legal Secretary N4-N6, you require:

- Grade 12 certificate; or
- Equivalent qualification

WHICH SUBJECTS MAKE UP A LEGAL SECRETARY QUALIFICATION?

In order to obtain a Nated National Certificate (Legal Secretary), a student is required to take the following subjects.

- Communications N4 – N6
- Office Practice N4 – N6
- Information Processing N4 and N5
- Information Accounting N4
- Legal Practice N5 – N6
- Information Processing N5 – N6

HOW LONG IS THE QUALIFICATION?

It's a full part time six (06) months programme at each of the Nated (N). A student is issued with a certificate on the successful completion of each Nated (N) of study that is N4, 5 and N6.

WHAT CAREER OPPORTUNITIES DO I HAVE AFTER COMPLETING?

The Nated National Certificate (Legal Secretary) provides an opportunity to access careers in any of the sectors listed below:

- Conveyancing Secretary
- Litigation Secretary
- Paralegal Secretary
- Executive Personal Assistant

OFFERED AT

- Mount Fletcher Campus



MINIMUM REQUIREMENTS TO QUALIFY FOR A NATIONAL N DIPLOMA

BUSINESS STUDIES After completing the N6 Certificate (which requires 18 months to complete) student have to complete a further 18 months or 2000 hours of relevant practical experience in their area of study to obtain National N Diploma.

ENGINEERING STUDIES After completing N4-N6 Certificate (which requires 1 year to complete) student have to complete a further 2 years of relevant practical experience to obtain a National N Diploma.

4 FINANCIAL ASSISTANCE AVAILABLE AT TVET COLLEGES FOR NC (V) AND REPORT 191 PROGRAMMES: THE DHET PUBLIC TVET COLLEGE BURSARY SCHEME

Lack of funding should not be the reason that academically capable young people of South Africa cannot access post-school education and training. The Department of Higher Education and Trainings TVET College bursary scheme aims to assist young people wishing to access post-school learning opportunities at colleges.

The bursary application process is administered and managed by the National skills financial Aid Scheme (NSFAS) through the centralized system. Student may lodge their application online or manually at the college. The application process usually open from September of each year proceeding the study year.

Students can contract their nearest public TVET College for further information. It is important to note that NSFAS makes the final decision to grant or reject an application.

Everyone has the right to further education, which the government must make available and accessible and the printing of this pamphlet will be one way of making the public aware of opportunities for disabled people in public TVET Colleges. This will also promote access by disabled people.

Students are not expected to repay the bursary but do have an obligation to perform well in their studies and progress to the next level of study.

It should however be noted that, should a student fail a certain number of subjects as prescribed by the individual college, the bursary will be withdrawn and the student will not be eligible for further financial aid. If he/she repeats the level and passes, he/she may reapply for a bursary.

- To qualify for a bursary a student need to be:
- A South African citizen
- Enrolled or intending to enroll for the NC(V) or Report 191 Programmes at any of the 50 public TVET Colleges in South Africa ;
- In need of a financial assistance; and
- Able to demonstrate potential for academic



Ingwe TVET College



“

PROVIDES STUDENT WITH
AN OPPORTUNITY TO
EXPERIENCE WORK
SITUATION DURING THE
PERIOD OF STUDY

”

Central Office
Badibanise Village
Mount Frere
Tel: 039 940 2142

Mount Frere Campus
Cancele Road
Mount Frere
Tel: 039 940 2142 ext 200

Nggungqushu Campus
Magwa Road
Lusikisiki
Tel: 039 940 2142 ext 300

Siteto Campus
Mhlanga Village
Bizana
Tel: 039 940 2142 ext 400

Maluti Campus
Mli Road
Maluti
Tel: 039 940 2142 ext 500

Mt Fletcher Campus
Hospital Area
Mount Fletcher
Tel: 039 940 2142 ext 600