



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



westcol
Technical and Vocational Education and Training College

Your future starts here!

These programmes are recommended for students who already passed **GRADE 12/ NCV Level 4 or an equivalent qualification** and would like to pursue a career in **VOCATIONAL** directive studies to join the **WORLD OF WORK.**

DURATION:

1 Semester per certificate – 2 semester per year – 18 months in total.

APPLICATION AND REGISTRATION:

1. Students **MUST** apply online on the website – online applications or can choose to go to the nearest campus to be assisted with online applications.
2. Successful applicants will be notified per SMS/email to come and register, **ONLY** after the **CLOSING DATE** of the application.
3. Please apply on time as space are limited.

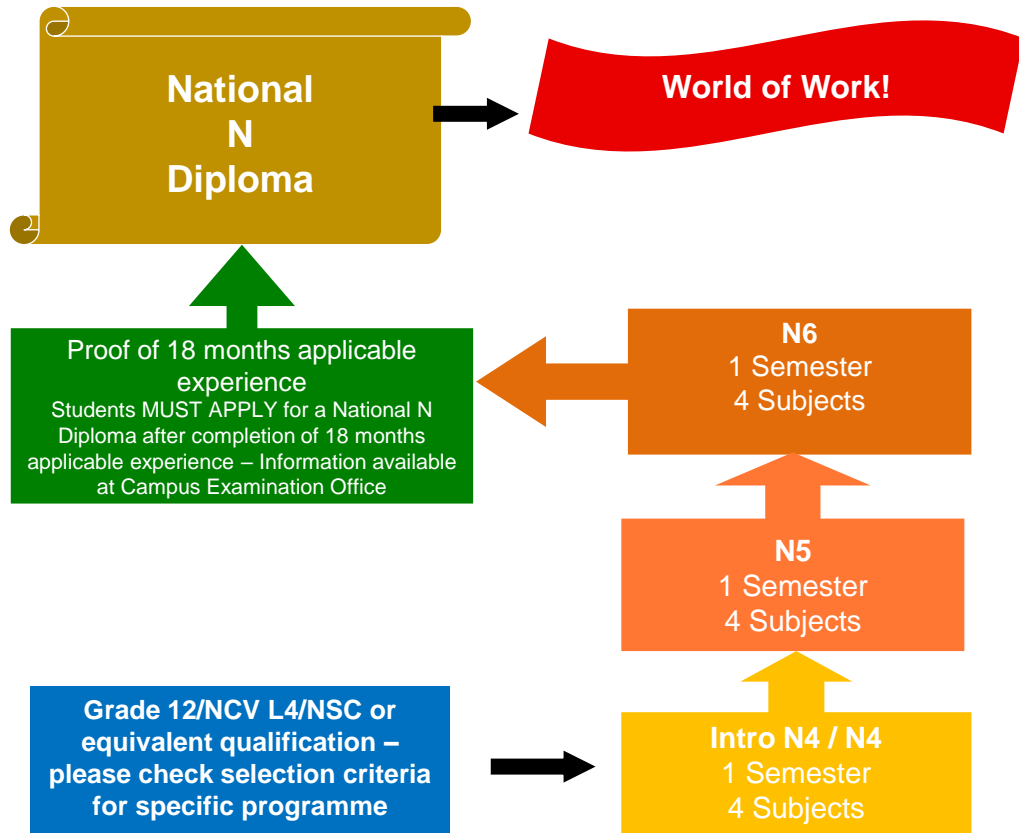
MODES OF DELIVERY:

Full-Time **ONLY**

Please note:

1. Westcol reserves the right to **ONLY** offer programmes that are justified by student numbers, to change the location/venue of the programme and to cancel programme/s.
2. Potential student are encouraged to apply for a NSFAS bursary online – www.nsfas.org.za
3. The cost of text books is included in the fee structure of these programmes.
4. Westcol operates a cash free system.
5. All monies must be directly deposited in any **ABSA BANK.**

LEARNING PATH



FIELDS OF STUDY

Intro N4, N4 – N6 Programmes	Carletonville			Krugersdorp			Randfontein		
Introduction to N4	X	X	X						
Business Management	X	X							
Financial Management				X					
Hospitality								X	
Human Resources Management					X			X	
Management Assistant	X	X	X						
Marketing Management								X	
Public Management					X			X	
Tourism					X				

Introductory N4 Business Studies

This programme is compulsory for Grade 12 learners without computer related subject intending to enrol for Management Assistant

ENTRY REQUIREMENTS:

APS score of 22, using the best of six relevant NSC/NC(V) L4 subjects (inclusive of English); or an Equivalent NQF Level 4 occupational qualification

COMPULSORY SUBJECTS

- 1.Introductory Communication N4
- 2.Introductory Entrepreneurship and Business Management N4

Choose any TWO of the following subjects:

- Introductory Computer Practice
- Introductory Information Processing

Please note the following:

- Should have passed Applied Accounting or Accounting NSC/N3

Management Assistant

ENTRY REQUIREMENTS:

- An Office Administration L4 certificate;
- Grade 12 with computer subjects/CAT;
- A National Introductory Certificate: N4 Business Studies; or an
- Typing skills Certificate;
- Equivalent NQF Level 4 occupational qualification; or an
- APS score of 24, using double the English and then the four (4) next best subjects of NSC.

N4

COMPULSORY SUBJECTS

- Information Processing N4
- Office Practice N4
- Communication N4

Choose any ONE of the following subjects:

- Introductory Computer Practice N4
- Computer Practice N4

N5

COMPULSORY SUBJECTS

1. Office Practice N5
2. Information Processing N5
3. Communication N5

Choose any ONE of the following subjects:

- Computer Practice N4 or Computer Practice N5

N6

COMPULSORY SUBJECTS

1. Office Practice N6
2. Information Processing N6
3. Communication N6

Choose any ONE of the following subjects:

- Computer Practice N5 or N6
- Legal Practice N5

Business Management

ENTRY REQUIREMENTS:

- Any of the following NC(V) L4 Certificates:
 - Management
 - Office Administration
 - Information Technology
 - Finance, Economics and Accounting
 - Transport and Logistics.
- A National Introductory Certificate: N4 Business Studies;
- Equivalent occupational qualification;
- APS score of 24, using double the English and Accounting/ Mathematics/Mathematical Literacy/Economics/Business Studies subjects plus the two (2) next best subjects of NSC.

N4

COMPULSORY SUBJECTS:

- 1.Introductory Accounting or Financial Accounting N4*
- 2.Management Communication N4
- 3.Entrepreneurship & Business Management N4
- 4.Computer Practice N4

- Should have passed Applied Accounting or Grade 12 Accounting

Business Management

N5

COMPULSORY SUBJECTS

- 1.Entrepreneurship & Business Management N5
- 2.Sales Management

Choose any TWO of the following subjects:

- Labour Relations N5
- Computer Practice N5
- Computerised Financial Systems N4*
- Financial Accounting**

* Should have passed Applied Accounting NSC/N3 or Grade 12 Accounting.

** Compulsory to do Financial Accounting N4 or should have passed this subject.

N6

COMPULSORY SUBJECTS

- 1.Entrepreneurship & Business Management N6

Choose any ONE of the following subjects:

- Labour Relations N5 or N6
- Sales Management N6
- Marketing Communication N6

Choose any TWO of the following subjects:

- Computer Practice N6
- Personnel Management N6
- Marketing Management N4
- Computerised Financial Systems N4* or N5**
- Financial Accounting N5 or N6

* Compulsory to do Financial Accounting N4 or should have passed this subject.

** Compulsory to do Financial Accounting N5

Financial Management

ENTRY REQUIREMENTS:

- Any of the following NC(V) L4 Certificates:
 - Finance, Economics and Accounting
 - Office Administration with Applied Accounting L4
 - Any other NC(V) Level 4 certificate with Applied Accounting L4 as a subject
- A National Introductory Certificate: N4 Business Studies with Introductory Accounting; or an
- Equivalent occupational qualification; or an
- APS score of 24, using double the English and then Accounting/ Mathematics/ Business Studies/Economics subjects, and the three (3) next best subjects of NSC.

N4

COMPULSORY SUBJECTS

1. Entrepreneurship & Business Management N4
2. Financial Accounting N4*
3. Computerised Financial Systems N4**
4. Management Communication N4

- Should have passed Applied Accounting, NSC/N3 or Grade 12 Accounting.
- ** Compulsory to do Financial Accounting N4 or should have passed this.

N5

COMPULSORY SUBJECTS

1. Financial Accounting N5
2. Cost and Management Accounting N5
3. Computerised Financial Systems N5*
4. Entrepreneurship & Business Management N4

- Compulsory to do Financial Accounting N4 or should have passed this.

N6

COMPULSORY SUBJECTS

1. Financial Accounting N6
2. Cost and Management Accounting N6
3. Computerised Financial Systems N6*

- Compulsory to do Financial Accounting N4 or should have passed this.

Choose any ONE of the following subjects:

- Entrepreneurship & Business Management N5
- Entrepreneurship & Business Management N6

Introductory Certificate: Food Services N4

ENTRY REQUIREMENTS:

- A Hospitality NC(V) L4 Certificate;
- National Introductory Certificate: N4 Food Services;
- Equivalent occupational qualification;
- APS score of 24, using double the English and four (4) next best subjects of NSC.

Introductory N4

COMPULSORY SUBJECTS

1. Introductory Catering: Theory and Practical
2. Introductory Serving Techniques
3. Introductory Hygiene and Safety
4. Introductory Communication

Hospitality and Catering Services N4

COMPULSORY SUBJECTS

1. Catering Theory and Practical N4
2. Nutritional and Menu Planning N4
3. Sanitation and Safety N4
4. Applied Management N4

N5

COMPULSORY SUBJECTS

1. Catering Theory and Practical N5
2. Food and Beverage Management N5
3. Entrepreneurship and Business Management N5
4. Applied Management N5

N6

COMPULSORY SUBJECTS

1. Catering Theory and Practical N6
2. Communication and Human Relations N6
3. Introductory Computer Practise N4
4. Applied Management N6

Human Resource Management

ENTRY REQUIREMENTS:

- Any of the following NC(V) L4 Certificates:
 - Education and Development
 - Finance, Economics and Accounting
 - Information Technology
 - Management
 - Marketing
 - Office Administration
 - Transport and Logistics;
- A National Introductory Certificate: N4 Business Studies;
- Equivalent NQF Level 4 occupational qualification;
- APS score of 24, using double the English and the four (4) next best subjects of NSC.

N4

COMPULSORY SUBJECTS

1. Entrepreneurship & Business Management N4
2. Personnel Management N4
3. Management Communication N4
4. Computer Practice N4

N5

COMPULSORY SUBJECTS

1. Personnel Management N5
2. Personal Training N5
3. Labour Relations N5
4. Computer Practice N5

N6

COMPULSORY SUBJECTS

1. Personnel Management N6
2. Personal Training N6
3. Labour Relations N6
4. Computer Practice N6

Marketing Management

ENTRY REQUIREMENTS:

- Any of the following NC(V) L4 Certificates:
 - Education and Development
 - Finance, Economics and Accounting
 - Information Technology
 - Management
 - Marketing
 - Office Administration
- A National Introductory Certificate: N4 Business Studies;
- Equivalent NQF Level 4 occupational qualification; or an
- APS score of 24, using double the English and then the four (4) next best subjects of NSC.

N4

COMPULSORY SUBJECTS

1. Entrepreneurship & Business Management N4
2. Marketing Management N4
3. Management Communication N4
4. Computer Practice N4

N5

COMPULSORY SUBJECTS

1. Sales Management N5
2. Marketing Management N5
3. Labour Relation N5
4. Computer Practice N5

N6

COMPULSORY SUBJECTS

1. Marketing Management N6
2. Sales Management N6
3. Marketing Communication N6
4. Marketing Research N6

Public Management

ENTRY REQUIREMENTS:

- Any of the following NC(V) L4 Certificates
 - Education and Development
 - Finance, Economics and Accounting;
 - Information Technology
 - Management
 - Marketing
 - Office Administration
 - Transport and Logistics
 - Tourism;
- A National Introductory Certificate: N4 Business Studies; or
- Equivalent NQF Level 4 occupational qualification; or
- APS score of 24, using double the English and Computer Application Technology/History and then the four (4) next best subjects of NSC.

N4

COMPULSORY SUBJECTS

1. Public Management N4
2. Management Communication N4
3. Computer Practice N4
4. Entrepreneurship & Business Management N4

N5

COMPULSORY SUBJECTS

1. Public Administration N5
2. Public Finance N5
3. Municipal Administration N5
4. Entrepreneurship & Business Management N5

N6

COMPULSORY SUBJECTS

1. Public Law N6
2. Public Administration N6
3. Municipal Administration N6
4. Public Finance N6

Tourism

ENTRY REQUIREMENTS:

1. A Tourism NC(V) L4 Certificate;
2. Equivalent NQF Level 4 occupational qualification;
3. All N4 should have done placement test
4. APS score of 24, using double the English and Tourism/Geography and then the four (4) next best subjects of NSC.

N4

COMPULSORY SUBJECTS

1. Travel Office Procedures N4
2. Tourist Communication N4
3. Travel Services N4
4. Travel Destinations N4
5. Computer Practice N4

N5

COMPULSORY SUBJECTS

1. Travel Office Procedures N5
2. Tourist Communication N5
3. Travel Services N5
4. Travel Destinations N5

N6

COMPULSORY SUBJECTS

1. Travel Office Procedures N6
2. Hotel Reception N6
3. Travel Services N6
4. Travel Destinations N6

SELECTION CRITERIA

REPORT 191 BUSINESS STUDIES INTRO N4 and N4

PROGRAMME	SELECTION/ADMISSION REQUIREMENTS
National Introductory Certificate (Only for students intending to enrol for Management Assistant, Legal Secretary and Public Relations)	<ul style="list-style-type: none"> • Aps score of 22, using the best of six relevant NSC/NC(V) L4 subjects (inclusive of English); or an • Equivalent NQF level 4 occupational qualification
N4 Business Management	<p>Any of the following NC(V) L4 Certificates:</p> <ul style="list-style-type: none"> ○ Management ○ Office Administration ○ Information Technology ○ Finance, Economics and Accounting ○ Transport and Logistics; or a <ul style="list-style-type: none"> • A National Introductory Certificate: N4 Business Studies; or an • Equivalent occupational qualification; or an • APS score of 24, using double the English and Accounting/ Mathematics/Mathematical Literacy/Economics/Business Studies subjects plus the two (2) next best subjects of NSC.
N4 Financial Management	<p>Any of the following NC(V) L4 Certificates:</p> <ul style="list-style-type: none"> ○ Finance, Economics and Accounting ○ Office Administration with Applied Accounting L4 ○ Any other NC (V) Level 4 certificate with Applied Accounting L4 as a subject. <ul style="list-style-type: none"> • A National Introductory Certificate: N4 Business Studies with Introductory Accounting; or an • Equivalent occupational qualification; or an • APS score of 24, using double the English and then Accounting/ Mathematics/ Business Studies/Economics subjects, and the three (3) next best subjects of NSC.
N4 Human Resources Management	<p>Any of the following NC(V) L4 Certificates:</p> <ul style="list-style-type: none"> ○ Education and Development ○ Finance, Economics and Accounting ○ Information Technology ○ Management ○ Marketing ○ Office Administration ○ Transport and Logistics; or a <ul style="list-style-type: none"> • A National Introductory Certificate: N4 Business Studies; or an • Equivalent NQF level 4 occupational qualification; or an • APS score of 24, using double the English and the four (4) next best subjects of NSC.
N4 Management Assistant	<p>An Office Administration L4 certificate</p> <ul style="list-style-type: none"> • Grade 12 with computer subjects • A National Introductory Certificate: N4 Business Studies; or an • Typing skills Certificate • Equivalent NQF Level 4 occupational qualification; or an • APS score of 24, using double the English and then the four (4) next best subjects of NSC.
N4 Marketing Management	<ul style="list-style-type: none"> • Any of the following NC(V) L4 Certificates: <ul style="list-style-type: none"> ○ Education and Development ○ Finance, Economics and Accounting ○ Information Technology

**REPORT 191 GENERAL STUDIES
HOSPITALITY AND TOURISM**

PROGRAMME	ADMISSION REQUIREMENTS
N4 Hospitality and Catering Services	<ul style="list-style-type: none">• A Hospitality NC(V) L4 Certificate; or an• National Introductory Certificate: N4 Food Services;• Equivalent occupational qualification; or a• APS score of 24, using double the English and four (4) next best subjects of NSC.
N4 Tourism	<ul style="list-style-type: none">• A Tourism NC(V) L4 Certificate; or an• Equivalent NQF Level 4 occupational qualification; or an• All N4 should have placement test• APS score of 24, using double the English and Tourism/Geography and then the four (4) next best subjects of NSC.

SEMESTER PROGRAMMES

Academic Calendar 2024

Business Studies and General Studies: Intro N4 – N6

Semester 1		Semester 2	
College opens:	08 January	College opens:	19 July
Registration:	09 -17January	Registration:	17- 21 July
Class commence:	15 January	Class commence:	15 July
College closes:	20 March	College closes:	20 September
College Opens:	03 April	College Opens:	01 October
Examination: 21 May – 14 June		Examination: 08 November – 06 December	
College Closes:	14 June	College Closes:	06 December

Business and General Studies Intro N4 – N6

- Introductory N4
- Business Management
- Financial Management
- Human Resources Management
- Management Assistant
- Marketing Management
- Public Management

Cash price	R 3 304,00
Cost per subject	R826,00
Payment options:	
1 & 2 Subjects	Cash only
3 Subjects	50% deposit R2 478,00 2 instalments of R 1 239,00
4 Subjects	50% deposit R1 652,00 2 instalments of R826,00

Educare

Please note that Educare is phased out by DHET and therefor NO new applications will be allowed

Cash price	R 4 012, 00
Cost per subject	R 1 003,00
Payment options:	
1 & 2 Subjects	Cash only
3 Subjects	50% deposit R 3 009,00 2 instalments of R 1 505,00
4 Subjects	50% deposit R 2 006,00 2 instalments of R 1 003,00

Hospitality and Catering Services

Cash price	R 7 450,00
Cost per subject	R 1 862,50
Payment options:	
1 & 2 subjects	Cash only
3 subjects	50% deposit of R 5 587,50 2 instalments of R 2 793,75
4 subjects	50% deposit of R 3 725,00 2 instalments of R 1 862,50

Tourism N 4(5 subjects)

Cash price	R 8 086,00
Cost per subject - Tourism	R 1 815,00
Cost – Computer Practice	R 826,00
Payment options:	
1 & 2 subjects	Cash only
5 subjects	50% deposit of R 4 043,00 2 instalments of R 2 021,50

Tourism N 5 and N6

Cash price	R 7 260,00
Cost per subject	R 1 815,00
Payment options:	
1 & 2 subjects	Cash only
3 subjects	50% deposit of R 5 445,00 2 instalments of R 2 722,50
4 subjects	50% deposit of R 3 630,00 2 instalments of R 1 815,00

EXAMINATION ONLY

Cash price per subject	R 500.00
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Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



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These programmes is recommended for students that would like to pursue a career in **TECHNICAL** or **ENGINEERING RELATED** studies

DURATION:

1 Trimester per certificate – 3 trimester per year

APPLICATION AND REGISTRATION:

1. Students **MUST** apply online on the website – online applications or can choose to go to the nearest campus to be assisted with online applications.
2. Successful applicants will be notified per SMS/email to come and register, **ONLY** after the **CLOSING DATE** of the application.
3. Please apply on time as space are limited.

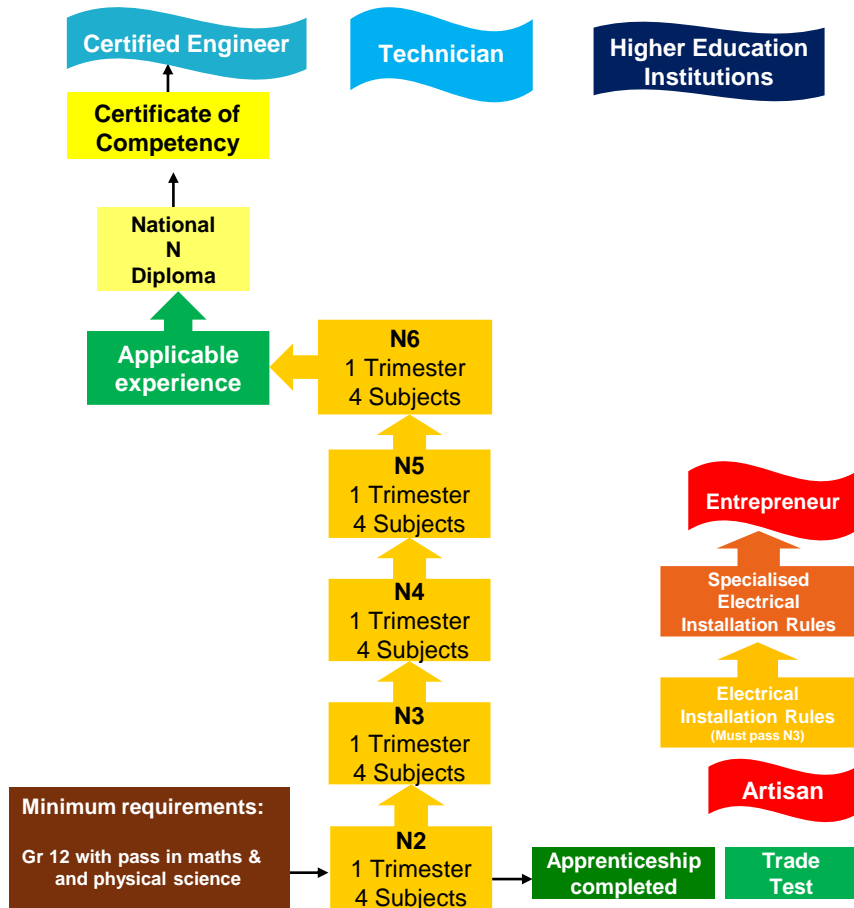
MODES OF DELIVERY:

Full-Time **ONLY**

Please note:

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ENGINEERING STUDIES LEARNING PATH



FIELDS OF STUDY OFFERED

Engineering Studies N2 – N6 Programmes	Fields of Study			
	Carletonville	Krugersdorp- West	Randfontein	Westonaria
Engineering:N2 - N6	X N2-N4	X	X	X N2-N4
Electrical Installation Rules and Specialised Electrical Installation Rules		X	X	
Certificate of Competency – exam only	X			

Engineering Studies N2 to N3

Please take note that DHET intends to phased out N1 –N3 in the near future and to replaced with QCTO programmes that will include a practical component

ENTRY REQUIREMENTS – N2

1. Grade 12 statement with pass in Mathematics and English FAL and Physical Science.
2. APS score of 18, using the best six
3. NSC / NC (V) L4 subjects inclusive of
4. Mathematics/Technical Mathematics and
5. English.

N2

Compulsory subjects

1. Mathematics
2. Engineering Science
3. Engineering Drawing or Industrial Electronics or Plating and Structural Steel Drawing*

Choose any ONE of the following subjects:

- Diesel Trade Theory
- Electrical Trade Theory
- Instrument Trade Theory
- Platers Theory
- Fitting and Machining
- Rigging Theory
- Motor Electrical Trade Theory
- Motor Trade Theory*

Please note: * Compulsory combination

N3

Compulsory subjects

(4 subject constitutes a certificate)

1. Mathematics
2. Engineering Science
3. Engineering Drawing
4. Mechanotechnology
5. Electrotechnology
6. Industrial Electronics
7. Instrument Trade Theory

Engineering Studies N4 to N6

ENTRY REQUIREMENTS - N4

1. Any of the following NC(V) L4 Certificates:
 - Civil Engineering and Building Construction
 - Drawing Office Practice
 - Electrical Infrastructure Construction
 - Engineering and Related Design
 - Information Technology and Computer Science
 - Mechatronics
 - Process Instrumentation
 - Process Plant Operations: or an
2. National Certificate: N3 Engineering Studies;
3. Equivalent occupational qualification;
4. APS score of 24, using double the Mathematical/Technical Mathematics plus one relevant Technology Subject (Civil, Electrical, Mechanical) or Physical Science, plus English and the two (2) next best subjects of NSC.

N4

1. Supervisory Management
2. Electrotechnics
3. Industrial Electronics
4. Industrial Instruments
5. Mechanical Draughting
6. Mechanotechnics
7. Engineering Science
8. Mathematics

N5

1. Supervisory Management
2. Strength of Materials And Structures
3. Mathematics
4. Power Machines
5. Mechanotechnics
6. Electrotechnics
7. Mechanical Drawing and Design
8. Fluids Mechanics
9. Industrial Electronics
10. Industrial Instruments

N6

1. Supervisory Management
2. Strength of Materials and Structures
3. Control Systems
4. Electrotechnics
5. Industrial Electronics
6. Industrial instruments
7. Mechanical Drawing and Design
8. Power machines
9. Fluids mechanics
10. Mechanotechnics
11. Mathematics

Installation Rules and Specialised Installation Rules (Wireman's Licence)

This programme is compulsory for electricians in order to install electrical wiring of domestic/industrial premises.

External examinations are written in March, July and November.

ENTRY REQUIREMENTS:

- Qualified artisan
- N3 certificate with Electrotechnology as one of the subjects.

DURATION:

1 Trimester

ENROLMENT DATES

January, May and September

MODES OF DELIVERY:

On request - based on student numbers.

SUBJECTS

Certificate: Installation Rules

1. Installation Rules
2. Electrical Wiring Skills

Certificate: Specialised Electrical Installation Codes

1. Specialised Electrical Installation Codes

PLEASE NOTE:

- Pass mark is 50%
- Both programmes consist of two examination papers per subject.
- Only a statement of results is issued to successful candidates.

Engineering Certificate of Competency (Government Ticket)

It is compulsory for **ELECTRICAL** and **MECHANICAL ENGINEERS** to obtain this qualification in order to be professional recognised.

ENTRY REQUIREMENTS – SUMMARY

1. Receipt of monies paid
2. Certified copies of qualifications
3. Proof of appropriate practical experience on company letter head and verified by signature of the employer.
4. A testimonial of sobriety and conduct signed by an employer.
5. Proof of age, name and identification number, i.e. certified copy of ID document or a copy of birth certificate.
6. A letter from the Resident Engineer, where possible indicating that the applicant is considered to be a suitable candidate.

COMPUSORY SUBJECTS

M) – Mechanical Engineering (E) – Electrical Engineering

- N3 Engineering Drawing (M) (E)
- N3 N4 Engineering Science (M) (E)
- N4 Industrial Electronics (M)
- N4 Mathematics (M) (E)
- N4 N5 Fluid Mechanics (M)
- N5 Strength of Materials (E)
- N5 Electrotechnics (M)
- N5 N6 Control Systems (M) (E)
- N6 Mechanotechnics (M) (E)
- N6 Power Machines (M) (E)
- N6 Strength of Materials (M)
- N6 Fluid Mechanics (M)
- N6 Industrial Electronics (E)
- N6 Electrotechnics (E)
- N6 Supervisory Management (M) (E)

N6 CONVERSION COURSE

To enable holders of the Mechanical Certificate of Competency or vice versa:

- Electrotechnics (M)
- N6 Industrial Electronics (M)
- N6 Strength of Materials (E)
- N6 Fluid Mechanics (E)

The subjects shown are only the highest levels to be attained. All the grades leading to that level must also be attained with a 50% pass mark (e.g. Electrotechnics N6 includes a pass in this subject on the N3, N4 and N5 levels).

EXAMINATIONS – Carletonville ONLY

- The letter of acceptance must be submitted when entering for the qualifying subjects at Westcol Campus examination Office and the appropriate examination fees must be paid.
- The examinations are held in June and November and the closing dates for entry are set by the Department of Education.

Application forms for acceptance are obtainable from:
The Secretary Commission of Examiners
Department of Labour
Private bag X117 Pretoria 0001
Tel.: (012) 309 4111

Website: www.labour.gov.za

SELECTION CRITERIA

REPORT 191 ENGINEERING STUDIES N2 and N4

PROGRAMME	ADMISSION REQUIREMENTS
N2	<ul style="list-style-type: none">• Grade 12 statement with pass in Mathematics, English FAL and Physical Science.• APS score of 20, using the best six NSC/NC(V) L4 subjects inclusive of Mathematics/Technical Mathematics and English.
N4	<ul style="list-style-type: none">• Any of the following NC (V) L4 Certificates:• Civil Engineering and Building Construction• Drawing Office Practice• Electrical Infrastructure Construction• Engineering and Related Design• Information Technology and Computer Science• Mechatronics• Process Instrumentation• Process Plant Operations: or an• National Certificate: N3 Engineering Studies; or an• Equivalent occupational qualification; or an• APS score of 24, using double the Mathematical/Technical Mathematics plus one relevant Technology Subject (Civil, Electrical, Mechanical) or Physical Science, plus English and the two (2) next best subjects of NSC.

CALENDAR TRIMESTER PROGRAMMES 2024

Engineering Studies: N2 to N6

Trimester 1		Trimester 2		Trimester 3	
College opens	08 January	College opens	20 May	College opens	03 September
Registration:	09 – 17 Jan	Registration	16 – 18 May	Registration	04 – 12 Sep
Class commence	15 January	Class commence	27 May	Class commence	10 September
Examination	25 March – 19 April	Examination	31 July – 23 August	Examination	17 Nov – 11 Dec
College Closes	19 April	College Closes	23 August	College Closes	11 Dec

CLASS FEES - 2024

Engineering Studies N2 to N3

Cash price	R2 230,00
Cost per subject	R557,50
Payment options:	
1 & 2 Subjects	Cash only
3 Subjects	50% deposit R1 672,50 2 instalments of R832,25
4 Subjects	50% deposit R1 115,00 2 instalments of R557,50

Engineering Studies N4 to N6

Cash price	R2 600,00
Cost per subject	R650,00
Payment options:	
1 & 2 Subjects	Cash only
3 Subjects	50% deposit R1 950,00 2 instalments of R975,00
4 Subjects	50% deposit R1 300,00 2 instalments of R650,00

EXAMINATION ONLY

Cash price per subject	R 500,00
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NCV(National Certificate Vocational) certificate intends to respond directly to the skill demand of the **SOUTH AFRICAN** economy. Learners with a Grade 9 or a General Education and Training Certificate(NQF Level 1), unemployed or out of school youth may consider to apply. Great emphasis is placed on simulation in a practical environment as well as real work place experience. It should be noted that a **NCV Level 4** is equal to **Grade 12**.

DURATION:

This programme starts at level 2 and the duration is 1 year per level.
Total duration for NCV L2 – L4 is 3 years

APPLICATION AND REGISTRATION:

1. Students **MUST** apply online on the website – online applications or can choose to go to the nearest campus to be assisted with online applications.
2. Successful applicants will be notified per SMS/email to come and register, **ONLY** after the **CLOSING DATE** of the application.
3. Application opens annually in August/September. Please visit the website in this regard. www.westco.co.za
4. Please apply on time as space are limited.

MODES OF DELIVERY:

Full-Time **ONLY**

Please note:

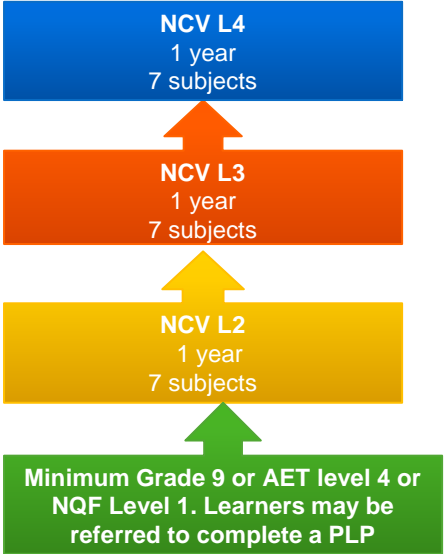
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NCV LEARNING PATH

Further Studies at Westcol
(Business and General Studies N4 – N6)

World of work

Universities or Universities of Technology
(Terms and conditions apply)



FIELDS OF STUDY OFFERED

NCV Level 2 to 4 Programmes	Fields of Study			
	Carletonville	Krugersdorp	Krugersdorp- West	Randfontein
Pre-Vocational Learning Programme	X		X	
Electrical Infrastructure Construction			X	
Engineering and Related Design				X
Finance Economics and Accounting		X		
Information Technology and Computer Science (Robotics and Programming)	X			
Hospitality				X
Marketing				X
Office Administration	X	X		X
Tourism		X		

Pre-Vocational Learning Programme (PLP)

- This programme is an entry level foundational learning programme for articulation into learning programmes for students who do not meet the entry requirements.
- The programme prepares a student for enrolment in the relevant NC(V).
- The programme is pitched more or less at NQF level 2.

ENTRY REQUIREMENTS:

The programme is primarily aimed at students who have passed at Grade 9 with weak/poor literacy and numeracy foundation.

Students with Grade 9 and with weak/poor marks in Mathematics and Science and those who have not been part of the study environment for a few years could also be considered.

SUBJECTS:

1. Foundational English,
2. Foundational Mathematics(not Mathematical Literacy)
3. Foundational Science
4. Foundational Life Skills and Technology

Please note:

There is no **NATIONAL EXAMINATION** for **PLP**, and the programme follows a continuous assessment process

National Certificate (Vocational)

ENTRY REQUIREMENTS - Level 2:

Electrical Infrastructure Construction, Engineering and Related Design Finance, Economics and Accounting.

- PLP(Pre-Vocational Learning Programme) certificate with a 50% pass in English, Life Orientation and a 60% pass in Mathematic and Foundational Science; or a
- Grade 9 statement with a 50% pass in Mathematics/Mathematical Literacy and English FAL; or a
- AET L4 (GETC) - 50% pass in Mathematics/Mathematical Literacy and English FAL; or an Equivalent occupational qualification; or a
- Grade 9 - APS of 24, using the best of six Grade 9 subjects, inclusive of Mathematics / Mathematical Literacy / Technical Mathematics and English; or a
- Grade 10 - APS of 22, using the best of six subjects, inclusive of Mathematics / Mathematical Literacy /Technical Mathematics and English; or a
- Grade 11 - APS of 20, using the best of six subjects, inclusive of Mathematics / Mathematical Literacy /Technical Mathematics and English; or a
- Grade 12 - APS of 18, using the best of six Grade 12 subjects, inclusive of Mathematics / Mathematical Literacy /Technical Mathematics and English.

Hospitality, Marketing, Office Administration and Tourism

- PLP(Pre-Vocational Learning Programme) certificate with a 50% pass in English, Life Orientation and a 60% pass in Mathematics/Mathematical Literacy and Foundational Science; or a
- Grade 9 statement with a 50% pass in English FAL; or a
- AET L4 (GETC) with a 50% pass in English FAL; or a Equivalent occupational qualification; or an
- Grade 9 - APS of 24, using the best of five subjects, plus English; or a
- Grade 10 APS of 22, using the best of five subjects, inclusive of English; or
- Grade 11 APS of 20, using the best of five subjects, inclusive of English; or
- NSC/ NC(V)APS of 18, using the best of five subjects, inclusive of English

ELECTRICAL INFRASTRUCTURE and CONSTRUCTION

FUNDAMENTAL SUBJECTS LEVEL 2 TO 4

1. English First Additional Language
2. Mathematics
3. Life Orientation

LEVEL 2 VOCATIONAL SUBJECTS

1. Electrical Principle and Practice
2. Workshop Practice
3. Electronic Control and Digital Electronics
4. Electrical Systems and Construction

LEVEL 3 VOCATIONAL SUBJECTS

1. Electrical Principle and Practice
2. Workshop Practice
3. Electronic Control and Digital Electronics
4. Electrical Systems and Construction

LEVEL 4 VOCATIONAL SUBJECTS

1. Electrical Principle and Practice
2. Workshop Practice
3. Electronic Control and Digital Electronics
4. Electrical Systems and Construction

ENGINEERING AND RELATED DESIGN

FUNDAMENTAL SUBJECTS LEVEL 2 TO 4

1. English First Additional Language
2. Mathematics
3. Life Orientation

LEVEL 2 VOCATIONAL SUBJECTS

1. Engineering Fundamental
2. Engineering Technology
3. Engineering Systems
4. Automotive Repair and Maintenance or Welding

LEVEL 3 VOCATIONAL SUBJECTS

1. Engineering Practice and Maintenance
2. Material Technology
3. Engineering Graphics and Design
4. Automotive Repair and Maintenance or Welding

LEVEL 4 VOCATIONAL SUBJECTS

1. Engineering Process
2. Professional Engineering Practice
3. Applied Engineering Technology
4. Automotive Repair and Maintenance or Welding

INFORMATION TECHNOLOGY AND COMPUTER SCIENCE (ROBOTICS AND PROGRAMMING)

FUNDAMENTAL SUBJECTS LEVEL 2 TO 4

1. English First Additional Language
2. Mathematics
3. Life Orientation

LEVEL 2 VOCATIONAL SUBJECTS

1. Electronics and Digital Concepts for Robotics
2. Robotic Fundamentals
3. Basic Principles of Computer Programming and Computer Literacy
4. Mechatronic Systems

LEVEL 3 VOCATIONAL SUBJECTS

1. Electronics and Digital Concepts for Robotics
2. Introduction to Robotics
3. Introduction to Technical Programming
4. Mechatronic Systems

LEVEL 4 VOCATIONAL SUBJECTS

1. Electronics and Digital Concepts for Robotics
2. Robotic and Industrial Automation
3. Technical Programming
4. Elective subject

FINANCE ECONOMICS AND ACCOUNTING

FUNDAMENTAL SUBJECTS LEVEL 2 TO 4.

1. English First Additional Language
2. Mathematical Literacy
3. Life Orientation

LEVEL 2 VOCATIONAL SUBJECTS

1. Applied Management
2. Financial Management
3. Economic Environment
4. New Venture Creation

LEVEL 3 VOCATIONAL SUBJECTS

1. Applied Management
2. Financial Management
3. Economic Environment
4. New Venture Creation

LEVEL 4 VOCATIONAL SUBJECTS

1. Applied Management
2. Financial Management
3. Economic Environment
4. New Venture Creation

Career Paths

- Perform accounting duties
- Keep record of wages, salaries, petty cash, Value Added Tax (VAT), reconciliation.
- Prepare Financial Statements
- Manage budgets, analyse finances of the business ect.

Career opportunities

- Accounting – (Private and Public)
- Banking
- Financial Services
- Investment Services
- Insurance Services

HOSPITALITY

FUNDAMENTAL SUBJECTS LEVEL 2 TO 4

- 1.English First Additional Language
- 2.Mathematical Literacy
- 3.Life Orientation

LEVEL 2

VOCATIONAL SUBJECTS

- 1.Hospitality Generics
- 2.Food Preparation
- 3.Client Service and Human Relations
- 4.Hospitality Services

LEVEL 3

VOCATIONAL SUBJECTS

- 1.Hospitality Generics
- 2.Food Preparation
- 3.Client Service and Human Relations
- 4.Hospitality Services

LEVEL 4

VOCATIONAL SUBJECTS

1. Hospitality Generics
2. Food Preparation
3. Client Service and Human Relations
4. Hospitality Services

Career Paths

1. Manage guest house
2. Deal with client services in an accommodation facility
3. Work at a Hotel/Lodge
4. Work as assistant cook/ chef preparing food in a restaurant, hotel or guest house
5. Work as waitron or as housekeeper in a hotel/Guesthouse

Career opportunities

1. House Keeping
2. Food and Beverage Management
3. Hotel Management
4. Chef
5. Accommodation Services
6. Events Management

MARKETING

FUNDAMENTAL SUBJECTS LEVEL 2 TO 4

- 1.English First Additional Language
- 2.Mathematical Literacy
- 3.Life Orientation

LEVEL 2

VOCATIONAL SUBJECTS

- 1.Marketing
- 2.Advertising and Promotion
- 3.Marketing Communication
- 4.Consumer Behaviour

LEVEL 3

VOCATIONAL SUBJECTS

- 1.Marketing
- 2.Advertising and Promotion
- 3.Marketing Communication
- 4.Consumer Behaviour

LEVEL 4

VOCATIONAL SUBJECTS

- 1.Marketing
- 2.Advertising and Promotion
- 3.Marketing Communication
- 4.Consumer Behaviour

Career Paths

- Market new products
- Sell goods and services
- Research needs of customers and develop products.
- Determine pricing, packaging, sales, promotions and distribution.
- Guide consumers on products and brands.
- Advertise and promote new products & services.

Career opportunities

- Marketing
- Business Management
- Promotion and Advertising
- Market Research
- Product Development
- Public Relations
- Purchasing Management
- Customer Relations
- Sales Management.
- Brand Management

OFFICE ADMINISTRATION

FUNDAMENTAL SUBJECTS LEVEL 2 TO 4

1. English First Additional Language
2. Mathematical Literacy
3. Life Orientation

LEVEL 2

VOCATIONAL SUBJECTS

1. Business Practice
2. Office Practice
3. Office Data Processing
4. New Venture Creation

LEVEL 3

VOCATIONAL SUBJECTS

1. Business Practice
2. Office Practice
3. Office Data Processing
4. New Venture Creation

LEVEL 4

VOCATIONAL SUBJECTS

1. Business Practice
2. Office Practice
3. Office Data Processing
4. New Venture Creation

Career Paths

- Coordinate office correspondence
- Type letters, reports, memoranda, agendas, minutes.
- Perform receptionist duties
- Coordinate and organise functions
- Organise meetings, staff travel itineraries and accommodation.
- Operate office equipment
- Hospital Administration

Career opportunities

- Accounts Officer
- Bookkeeper
- Administration Officer
- Company Secretary
- Freight Forwarder
- Legal Secretary

TOURISM

FUNDAMENTAL SUBJECTS LEVEL 2 TO 4

1. English First Additional Language
2. Mathematical Literacy
3. Life Orientation

LEVEL 2

VOCATIONAL SUBJECTS

1. Science of Tourism
2. Sustainable tourism in South Africa
3. Client Service and Human Relations
4. Tourism Operation

LEVEL 3

VOCATIONAL SUBJECTS

1. Science of Tourism
2. Sustainable tourism in South Africa
3. Client Service and Human Relations
4. Tourism Operation

LEVEL 4

VOCATIONAL SUBJECTS

1. Science of Tourism
2. Sustainable tourism in South Africa
3. Client Service and Human Relations
4. Tourism Operation

Career Paths

- Work as a tour guide
- Own a tourism business
- Drive tourists around
- Work at a casino
- Provide an opportunity to Market South Africa
- Work at a game reserve

Career opportunities

- Conference and Events Planner
- Tourism Development Officer
- Transportation Manager
- Travel Counsellor
- Game Ranger
- Adventure Guide
- Safari Operator.

CALENDAR - 2024 YEAR PROGRAMMES

National Certificate Vocational (NCV) – Level 2 to L4

College opens:	08 January			
Registration:	09 – 17 January			
Class commence:	18 January			
College closes:	Term 1	Term 2	Term 3	Term 4
	20 March	14 June	20 Sept	11 Dec
College opens:	03 April	9 July	01 Oct	Jan 2025
Examinations:				
Supplementary:			13 February – 08 March	
14 days allocation for internal examinations				
Final- Life Skills and Computer Literacy P2:			01 – 07 November	
Other subjects:			08 November – 08 December	

Class Fees - 2024 Pre-Vocational Learning Programme PLP	
Cash price	R 6 208,00
Cost per subject	R 1 552,00
Payment options:	
4 instalments	R 1 552,00

National Certificate Vocational NCV- Level 2 - 4 Electrical Infrastructure Construction	
Cash price	R 16 706, 00
Cost per subject – FUN	R 1 562,00 x 3 = R 4 686,00
Cost per subject – VOC	R 3005,00 x 4 = R 12 020,00
Payment options:	
Instalments	8 x R 1 860,00 1 x R 1 826,00

Electrical Infrastructure Construction with Physical Science as a subject	
Cash price	R 13 575,00
Cost per subject – FUN	R 998,00 x 3 = R 2 994,00
3 subjects	R 2 994,00 x 3 = R 8 982,00
1 subject(Physical Science)	R 2 676,00
Payment options:	
Instalment	8 x R 1 508,00 1x R 1 511,00

Engineering Related Design	
Cash price	R21 626,00
Cost per subject – FUN	R 1 562,00 x 3 = R 4 686,00
Cost per subject – VOC	R 4 235,00 x 4 = R 16 940,00
Payment options:	
Instalments	8 x R 2 450,00 1 x R 2 026,00

Information Processing and Computer Science – Robotics and Programming	
Cash price	R 16 678,00
Cost per subject – FUN	R 1 562,00 x 3 = R 4 686,00
Cost per subject – VOC	R 2 997,50 x 4 = R 11 990,00
Payment options:	
Instalments	8 x R 1 855,00 1 x R 1 863,00

Finance, Economics and Accounting	
Cash price	R 12 176,00
Cost per subject – FUN	R 1 562,00 x 3 = R 4 686,00
Cost per subject – VOC	R 1 872,00 x 4 = R 7 488,00
Payment options:	
Instalments	8 x R 1 350,00 1 x R1 376,00

Hospitality	
Cash price	R 20 584,00
Cost per subject – FUN	R 1 562,00 x 3 = R 4 686,00
Cost per subject – VOC	R 3 974,50 x 4 = R 15 898,00
Payment options:	
Instalments	8 x R 2 290,00 1 x R 2 264,00

Marketing	
Cash price	R 10 922,00
Cost per subject – FUN	R 1 562,00 x 3 = R 4 686,00
Cost per subject – VOC	R 1 559,00 x 4 = R 6 396,00
Payment options:	
Instalments	8 x R 1 215,00 1 x R 1 202,00

Office Administration	
Cash price	R 10 886,00
Cost per subject – FUN	R 1 562,00 x 3 = R 4 686,00
Cost per subject – VOC	R 1 550,00 x 4 = R 6 200,00
Payment options:	
Instalments	8 x R 1 200,00 1x R 1286,00

Tourism	
Cash price	R 15 850,00
Cost per subject – FUN	R 1 562,00 x 3 = R 4 686,00
Cost per subject – VOC	R 2 791,00 x 4 = R 11 164,00
Payment options:	
Instalments	8 x R 1 770,00 1 x R 4 690,00



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



westcol
Technical and Vocational Education and Training College



Your future starts here!

OCCUPATIONAL CERTIFICATE: HAIRDRESSING

Western TVET College is accredited by the Quality Council for Trade and Occupations (**QCTO**) to offer the Hairdressing Certificate of 540 credits on National Qualification Framework (NQF): Level 2 - 4.

This qualification enable students to follow a career in **HAIRDRESSING** instead of completing the formal school learning path. The qualification consist of **THEORY** and **PRACTICAL** as well as compulsory **WORK PLACEMENT** modules at accredited Hair Salons and includes 2 accredited skills programmes per year.

- The skills programmes are occupationally directed. It focus on practical, simulation and/ work experience.
- The objective is to certify learners at each completed module, to secure employment to become more employable in the Hairdressing Industry.
- It lays the foundation for lifelong learning as well as creating the opportunity for employment opportunities
- An NQF Level 4 qualification is equal to Grade 12.

ENTRY REQUIREMENTS

1. Minimum - Grade 9 - 12 passed or equivalent.
2. 16 years or older.

APPLICATION AND REGISTRATION:

1. Students **MUST** apply online on the website – online applications or can choose to go to the nearest campus to be assisted with online applications.
2. Successful applicants will be notified per SMS/email to come and register, **ONLY** after the **CLOSING DATE** of the application.
3. Application opens annually in August/September. Please visit the website in this regard. www.westco.co.za
4. Please apply on time as space are limited.

DURATION:

3 years

MODE OF DELIVERY:

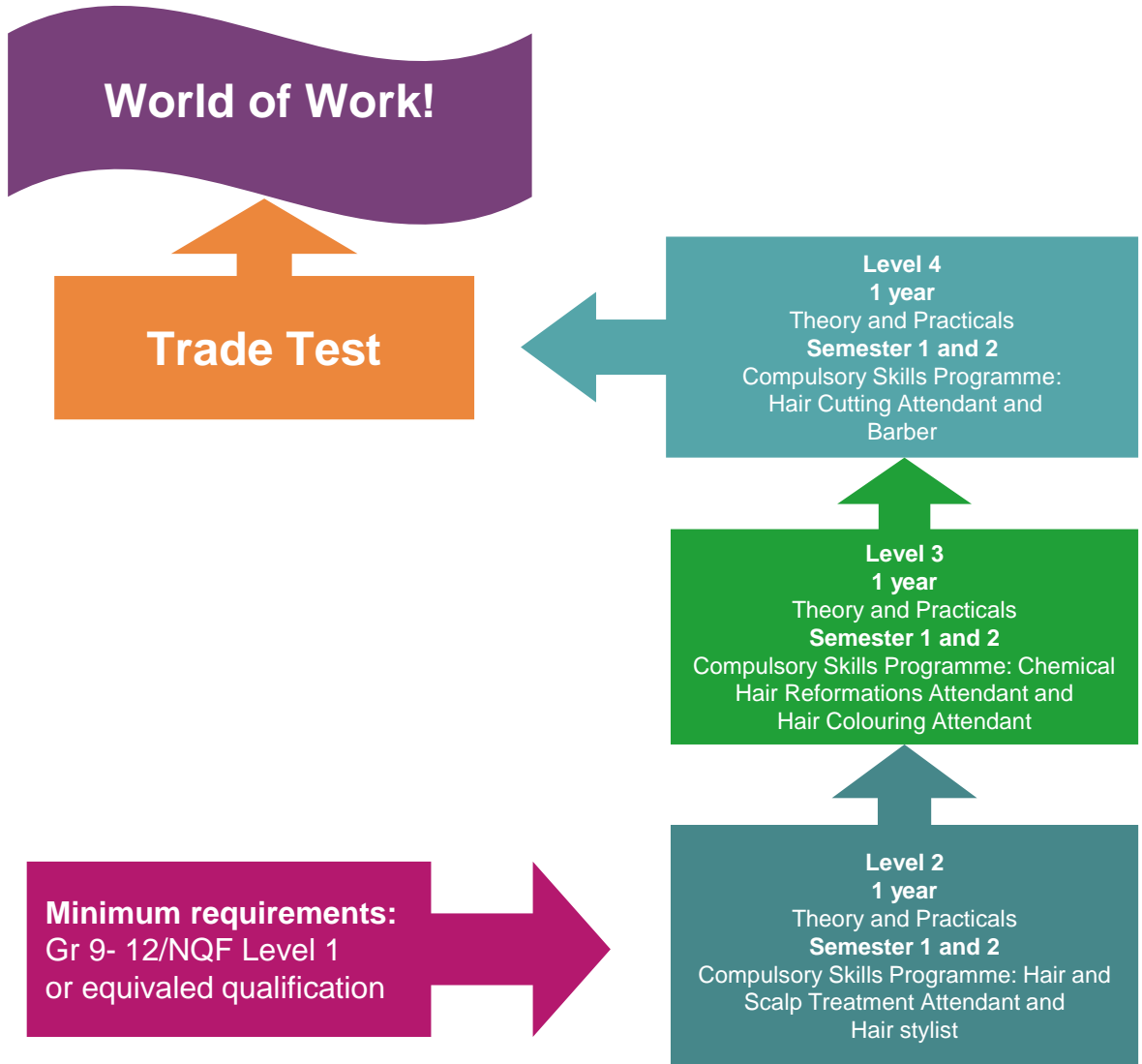
Full-Time

This programme is **ONLY** offered at Randfontein Campus.

PLEASE NOTE:

1. Westcol reserves the right to **ONLY** offer programmes that are justified by student numbers, to change the location/venue of the programme and to cancel programme/s.
2. Potential student are encouraged to apply for a NSFAS bursary online – www.nsfas.org.za
3. The cost of text books is included in the fee structure of these programmes.
4. Westcol operates a cash free system.
5. All monies must be directly deposited in any **ABSA BANK**.

LEARNING PATH



Class Fees – 2024	
COURSE FEES INCLUDE:	
1.	Administration fees
2.	Tuition fees
3.	Training material
4.	External Assessment
5.	Hair dressing Kit
6.	Uniforms
7.	Excursions and Competitions
YEAR 1	
Cash price	R12 015.00
Payment options:	
Deposit	R4 000,00
7 instalments of	R1 145.00
Year 2	
Cash price	R10 259.00
Payment options:	
Deposit	R 4 000.00
7 Instalments of	R800.00
1 Instalment of	R660.00
Year 3	
Cash price	R12 323.00
Payment options:	
Deposit	R4 000.00
7 Instalments of	R1 000.00
1 Instalment of	R1 223.00
Re – assessment fee	R XXXXXX

LEVEL 2 YEAR ONE

Compulsory modules

1. Introductory studies for Hairdressers
2. Hair and Skin
3. Shampooing, conditioners and treatment - part 1
4. Shampooing, conditioners and treatment - part 2
5. Providing shampooing, conditioning and treatment of hair and scalp service in a salon
6. Hairstyling
7. Style hair
8. Provide hairstyling in a Hairdressing Salon

Compulsory Skills Programmes

After successfully completing these skills programmes a student will receive an additional certificate.

Semester 1

HAIR AND SCALP TREATMENT ATTENDANT

1. Professional conduct and ethics
2. Principles of working with hair and skin
3. Shampooing, conditioners and treatment
4. Shampoo, condition and treat scalp and hair

Semester 2

HAIR STYLIST

1. Professional conduct and ethics
2. Principles of working with hair and skin
3. Hairstyling
4. Style hair.

LEVEL 3 YEAR TWO

Compulsory modules

1. Chemical Hair Services
2. Provided Chemical Hair treatments
3. Provided Chemical Hair treatments in a Hair Salon
4. Colour Hair – Advance Colour

Compulsory Skills Programme

After successfully completing these skills programme a student will receive an additional certificate.

Semester 1

CHEMICAL HAIR REFORMATION ATTENDANT

1. Professional Conduct and Ethics
2. Principles of Working with Hair and Skin
3. Chemical Hair Reformation Services
4. Provided Chemical Hair Treatments

Semester 2

HAIR COLOURING ATTENDANT

1. Professional Conduct and Ethics
2. Principles of Working with Hair and Skin
3. Chemical Hair Services
4. Colouring Hair

LEVEL 4 YEAR THREE

Compulsory modules

1. Hair Cutting
2. Cut Hair
3. Chemical Hair Services)Colour Foundation)
4. Colour Hair (Colour Foundation)
5. Provide Chemical Hair Treatment in a Hair Salon (CF)
6. Maintain Professional Customer Services
7. Maintain professional standards when interacting with clients

Compulsory Skills Programme

After successfully completing these skills programme a student will receive an additional certificate.

Semester 1

HAIR CUTTING ATTENDANT

1. Hair Cutting
2. Cut Hair

Semester 2

BARBER

1. Barbering
2. Legislative Framework for South African Hairdressers
3. Time Management
4. Gent's Cutting and Barbering Services

**CALENDAR - 2024
YEAR PROGRAMMES**

**Occupational Certificate: Hairdressing
Level 2 to L4**

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