



FACULTY OF BUSINESS

Diploma in Accounting & Finance NQF Level 5

Introduction to Computers; Business English & Report Writing; Bookkeeping and Finance; Business Mathematics; Economics for Business; Business Management and Administration; Accounting in Decision Making; Quantitative Methods for Business Management; Forensic Accounting; Computer Application and Appreciation; Interpreting and Analysing Information; Principles of Business Law; Cost and Management Accounting.

Diploma in Accounting & Finance NQF Level 6

Accounting and Financial Reporting; Financial Management; Management Theory and Practice; Auditing and Taxation; Project Risk Management; Accounting and Finance Management Project; Internship

Diploma in Business Management NQF Level 5

Introduction to Computers; Business English & Report Writing; Business Maths; Introduction to Accounting; Introduction to Business Communication; introduction to Business; Organisational Behaviour; introduction to Quantitate Method; Business Environment ;Quantitative Methods for Business Management; Marketing Planning and Policy Communication Entrepreneurship and Business Development; Principles of Business Law; Managerial Accounting; Managing Customer Relationship.

Diploma in Business Management NQF Level 6

International Business Case Study; Corporate Strategy Planning; Human Resources Management; Managing in Organisations; Strategic Marketing Management; Corporate Finance; Project Management; Internship

Diploma in Human Resources Management NQF Level 5

Introduction to Computer; Business English and report writing; Business Maths; Personnel Administration; Managing People ;Introduction to Business Communication; Introduction to Business; Organisational Behaviour; Human Resources Management; Business Environment; Personnel Planning and Resourcing; Human Resources Development; Employment Relations; Principles of Business Law; Managing Customer Relationship; Personnel Information Systems.

Diploma in Human Resources Management NQF Level 6

Managing Organizational Change & Development; Corporate Strategy and Planning; Managing Organisation; Strategic Human Resources Management; Performance Management; Project Management; Practical Internship; Project

Diploma in Travel, Tourism and Hospitality Management NQF Level 5

Introduction to Computers; Business English and Report Writing; IT in Hospitality and Tourism Operations; Introduction to Accounting; Front Office Operation; Introduction to Marketing; Introduction to Travel, Tourism and Hospitality; Professional Cookery; Introduction to Business Communication; Travel, Tourism hospitality Operation Management; Organizational Behaviour; Introduction to Business; Housekeeping; Food and Beverage.

Diploma in Travel, Tourism and Hospitality Management NQF Level 6

Supervisory Management; Strategic Hospitality Management; International Travel Tourism Hospitality; Sustainable Travel Planning and Development; Internship

Certificate in Secretarial & Administrative Studies NQF Level 4

Business Office Skills; Help Desk and Problem-Solving Skills; Business Communication; Business Organisation; Office Administration; Introduction to Business; Introduction to Business Communication; Business Management; Business English and Report Writing; Business Maths; Computer Literacy.

Certificate in Secretarial & Administrative Studies NQF Level 5

Organisational Behaviour; Managing Customer Relationship; Business Legal Document; Management Communication and Interpersonal Skills; Business Legal & Regulatory Environment; Project; Practical Internship; Accounting

FACULTY OF ENGINEERING & INFORMATION TECHNOLOGY

Certificate in Electrical Installation Studies NQF Level 4

Material 1; Calculation, setting out and Drawing 1; Alterations, Repairs and Maintenance; Refrigeration and Air Conditioning Basic Skills; Electrical Installation Practical Skills; Communications and Information Technology; Business English and Report Writing; Mathematics and Drawing Practice; Safety at Work Practice.

Diploma in Electrical Installation Studies NQF Level 5

Material 2; Calculation, setting out and Drawing 2; Alterations, Repairs and Maintenance; Advanced Practical Skills; Supervision, Planning and Administration; Communications and Information Technology 2; Internship and Project

Certificate in Electrical and Electronic Engineering Studies NQF Level 4.

Introduction to Computers; Business English and Report Writing; Electrical and Electronic Engineering Principles; Health and Safety; Engineering Drawing; Electrical and Electronic Practical; Engineering Mathematics 1

Diploma in Electrical and Electronic Engineering Studies NQF Level 5

Communicating Using CAD Systems; Engineering Principles; Electrical and Electronic Principles 2; Maintenance of Electrical and Electronic Equipment and Systems; Mechatronics Systems Principles and Faulty Finding; Engineering Health & Safety; Organising and Managing Engineering Operations; Computer Automated and Robotic Systems, Principles and Control Power Supply and Analogue and Digital Circuit Principles and Fault Electronic Power Control; Principles and Practice; Engineering Mathematics 2; Entrepreneurship, Internship.

Certificate in Telecommunication Systems Studies NQF Level 4

Introduction to Computers; Business English and Report Writing; Communications Systems and Health & Safety & Digital; Health and Safety; Radio Systems; Science and Electronics; Engineering Mathematics; Fundamentals of Electronic Communication 1.

Diploma in Telecommunication Systems Studies NQF Level 5

Fundamental of Electronic Communication 2; Communication Systems and Digital Network 2; Engineering Mathematics; Radio Systems; Entrepreneurship; Telecommunication Project Internship and Practical's

Diploma in Information Technology Studies NQF Level 5

Introduction to Computers; Business English and Report Writing; Business Maths; Introduction to Accounting; Business Computer Systems; Computer Fundamentals; Introduction to Business Communication; Introduction to Programming; HTML Internet Technology; Network Fundamental; QBasic Programming; Introduction to Quantitative Methods; Entrepreneurship

Diploma in Information Technology Studies NQF Level 6

C Programming; Database Technology; Data Communication and Networking; Management Science; Computer Systems Architecture Practical Internship