



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



westcol
Technical and Vocational Education and Training College

Your future starts here!

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:

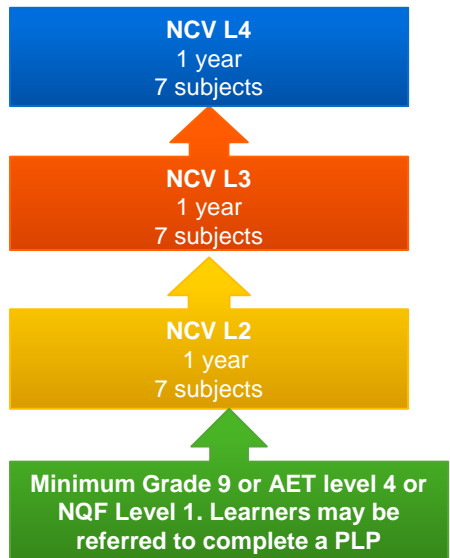
1. Westcol reserves the right to **ONLY** offer programmes that are justified by student numbers, to change the location/venue of the programme and to cancel programme/s.
2. Potential student are encouraged to apply for a NSFAS bursary online – www.nsfas.org.za
3. The cost of text books is included in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

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