



Tygerberg Campus

Tertiary Courses





Tygerberg Campus

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Hotel School: Hospitality and Catering Services

ADVANCED DIPLOMA IN FOOD PREPARATION AND CULINARY ARTS (CITY AND GUILDS OF LONDON) AND A NATIONAL DIPLOMA IN HOSPITALITY AND CATERING SERVICES (DOE) – NQF LEVEL 5

The Hospitality Industry is very dynamic and provides enormous career opportunities in Accommodation, Reception and Food and Beverage Services as well as Food Preparation and Culinary Arts.

The following Accredited Courses are on offer:

- **Advanced Diploma in Food Preparation and Culinary Arts (City and Guilds of London) and a National Diploma in Hospitality and Catering Services (DOE)**
- **Advanced Diplomas in Food and Beverage / Reception and Accommodation Services (City and Guilds of London) and a National Diploma in Hospitality and Catering Services (DOE)**

Duration for both courses is 3 years (18 months Theory and 18 months Experiential Training)

Advanced Diploma in Food Preparation and Culinary Arts City & Guilds of London and National Diploma in Hospitality and Catering Services (DOE)			
1. DURATION OF COURSE	THEORY: A total of 18 months spread over the 3 year period		PRACTICAL: A total of 18 months spread over the 3 year period
2. CAMPUS OFFERED	TYGERBERG		
3. ADMISSION REQUIREMENTS	<ul style="list-style-type: none"> • A certified copy of the June/Sept Grade 12 results • A certified copy of the 1st page of the ID • A completed application form • Evidence of admin and registration fee paid • A full Curriculum Vitae • A compulsory interview 		
4. CAREER OPPORTUNITIES IN THIS STUDY FIELD	<ul style="list-style-type: none"> • Chef de Cuisine (Head Chef) • Sous Chef • Trainee Chef/Kitchen Porter/Assistant 		<ul style="list-style-type: none"> • Chef de Partie • Commis Chef • Cook/Catering Assistant/Restaurateur
5. CURRICULUM/ SUBJECTS	Year 1 <ul style="list-style-type: none"> • Food Prep-Principles 1 • Food prep –Practical 1 • Applied Man N4 • Nutrition & Menu planning N4 • Catering Theory & Prac N4 • Sanitation & Safety N4 • Conversational French 	Year 2 <ul style="list-style-type: none"> • Food Prep-Principles 2 • Food Prep-Practical 2 • Applied Man N5 • Catering Theory & Prac N5 • Food & Bev N5 • Entrepren & Bus man N4 	Year 3 <ul style="list-style-type: none"> • Culinary Arts –Principles 3 • Cuisine Studies - Practice 3 • Patisserie –Principles 2 • Patisserie –Practice 2 • Applied Management N6 • Catering theory and Practice N6 • Communication & Human relations N6 • Computer Practice N4
6. ACCREDITATION	Umalusi and City and Guilds - London		
7. ADDITIONAL INFO	This qualification is recognized in more than 80 countries worldwide and because of the students' hands-on experience in Encore Restaurant and Conference Centre on our premises they are able to offer a wide variety of services.		



Hotel School: Hospitality and Catering Services *continued*

ADVANCED DIPLOMAS IN FOOD AND BEVERAGE / RECEPTION AND ACCOMMODATION SERVICES (CITY AND GUILDS OF LONDON) AND A NATIONAL DIPLOMA IN HOSPITALITY AND CATERING SERVICES (DOE) – NQF LEVEL 5

Advanced Diplomas in Food and Beverage / Reception and Accommodation Services (City and Guilds of London) and a National Diploma in Hospitality and Catering Services (DOE)			
1. DURATION OF COURSE	THEORY: A total of 18 months spread over the 3 year period		PRACTICAL: A total of 18 months spread over the 3 year period
2. CAMPUS OFFERED	TYGERBERG		
3. ADMISSION REQUIREMENTS	<ul style="list-style-type: none"> • A certified copy of the June/Sept Grade 12 results • A certified copy of the 1st page of the ID • A completed application form • Evidence of admin and registration fee paid • A full Curriculum Vitae • A compulsory interview 		
4. CAREER OPPORTUNITIES IN THIS STUDY FIELD	<ul style="list-style-type: none"> • Hotel Manager, Banqueting Manager, Rooms Division Manager, Food and Beverage Manager, Waitron, Restaurant Manager, Bar tender or wine steward, • Executive Housekeeper • Room attendant • Receptionist • Concierge 		
5. CURRICULUM/ SUBJECTS	Year 1 <ul style="list-style-type: none"> • Reception Ops Et Services – Principles and Practice 1 • Food Et Bev Services – Principles and Practice 1 • Applied Man N4 • Nutrition Et Menu planning N4 • Catering Theory Et Prac N4 • Sanitation Et Safety N4 • Conversational French 	Year 2 <ul style="list-style-type: none"> • Reception Ops Et Services – Principles and Practice 2 • Food Et Beverage Services – Principles and Practice 2 • Accommodation Ops Principles and Practice 2 • Applied Man N5 • Catering Theory Et Prac N5 • Food Et Bev N5 • Entrepren Et Bus man N4 	Year 3 <ul style="list-style-type: none"> • Reception Ops and Services – Principles Et Practice 3 • Food Et Beverage Services –Principles and Practice 3 • Accommodation Ops and Services – Principles and Practice 3 • Applied Man N6 • Catering Theory and Prac N6 • Comm Et Human Rel. N6 • Computer Practice N4
6. ACCREDITATION	Umalusi and City and Guilds – London		
7. ADDITIONAL INFO	This qualification is recognized in more than 80 countries worldwide and because of the students' hands-on experience in Encore Restaurant and Conference Centre on our premises they are able to offer a wide variety of services.		

Included in the course: Fire fighting, first-aid, wine course and food pairing

CONTACT DETAILS

Marcelle Burgess (021) 558 1050 • Email: mburgess @northlink.co.za



IT

INFORMATION TECHNOLOGY ASSOCIATE

COURSE DURATION

The ITA course duration is 1 year full-time.

COURSE CONTENTS

This is a Skills programme. The candidate will obtain the following Skills qualifications:

Module 1: Microsoft Digital Literacy

As computer knowledge is not a prerequisite for this course, we believe that a short introduction to computers is an absolute necessity to allow all students to be on par before starting formal training. The Microsoft Digital Literacy subject is the perfect way in which this task can be accomplished.

Module 2: ICDL (International Computer Driving Licence)

ICDL is an internationally recognized and accepted qualification that enables people to verify their competence in core computer skills and IT knowledge. More than 4 million people around the world have already participated, including more than 100,000 in South Africa and Africa. In Europe, it is known as the ECDL (European Computer Driving Licence).

Modules to pass

- Basic Concepts of IT
- Using Computers and Managing Files
- Word Processing
- Database Management
- Spreadsheets
- Presentations
- Information Network Services

Module 3: CompTIA STRATA IT for Sales

The CompTIA Strata IT for Sales exam is designed to show that the successful candidate has the knowledge to effectively engage a customer, identify types of technology users, coordinate with technical staff, ensure customer satisfaction, and provide appropriate solutions based on customer requirements - including Green IT and preventative maintenance.

Module 4: CompTIA STRATA IT Fundamentals

The CompTIA Strata IT Fundamentals is designed to show that a successful candidate has the knowledge to identify technology and computer hardware basics, compatibility issues and common errors, software installation and functions, security risks and prevention, as well as some Green IT and preventative maintenance practices.

The Strata IT Fundamentals certificate is ideal for individuals and students who are new to the IT job market as well as the increasing number of professionals changing careers to IT or technology-related fields. Many entering an IT career will continue to pursue higher certifications and progress to CompTIA A+, and with specialized experience, CompTIA Network+ and CompTIA Security+.

Module 5: Concepts for Design and Programming

Programming knowledge is not a prerequisite for this course. This will give the learner a greater understanding of how programming languages work.



IT *continued*

INFORMATION TECHNOLOGY ASSOCIATE

Module 6: iCritical Thinking

iCritical thinking certification utilizes real-world scenarios to measure the ability to navigate, critically evaluate, and make sense of the wealth of information available through digital technology. These scenarios are set in workplace, academic, and popular contexts.

Module 7: Intro Adobe Illustrator

This module is intended for designers, publishers, pre-press professionals, marketing communications professionals, or people taking on design responsibilities, who need to use Illustrator to create illustrations, logos, advertisements, or other graphic documents.

Module 8: Typing Web

Enhance your résumé and prove your typing proficiency with an official, printed, embossed TypingWeb Typing. Certification sanctioned by the Typing Institute of America.

CAREER OPPORTUNITIES

Apprentice PC Technician
Apprentice Programmer

ADMISSION REQUIREMENTS

Qualification equal to a grade 12 certificate is a prerequisite for entrance to the ITA programme.

PASS REQUIREMENTS

Each unit has its own specific pass requirements.

GENERAL INFORMATION

LECTURE TIMES - Full-time lectures run from 08:00 to 16:00. Students will only be required to attend when they have lectures.



IT

MICROSOFT CERTIFIED PROFESSIONAL DEVELOPER AND ADOBE CERTIFIED ASSOCIATE

INTRODUCTION

It can be difficult to get ahead in today's market. To stand out and be noticed, more than ever, you need a clear and focused way to tell the world about your expertise. The solution? Become Adobe Certified. Adobe certification is an industry standard of excellence, and it's the absolute best way to communicate your proficiency in leading products from Adobe. The Microsoft Certified Professional Developer (MCPD) credential validates a comprehensive set of skills that are necessary to deploy, build, optimize, and operate applications successfully by using Microsoft Visual Studio and the Microsoft .NET Framework. This credential is designed to provide hiring managers with a strong indicator of your potential job success. It requires two to three years of relevant experience and a commitment to remaining current in best practices and technologies.

ENTRANCE REQUIREMENTS

A qualification equal to grade 12 certificate is a prerequisite for entrance. All students are selected and placed on a point system according to the Swedish Scale based on their November grade 11, June grade 12 or final grade 12 results.

COURSE DURATION

The IT: MCPD course duration is two years, full-time.

COURSE CONTENTS: FIRST YEAR

Module 1: Microsoft Digital Literacy (Semester 1)

The goal of Digital Literacy is to teach and assess basic computer concepts and skills so that people can use computer technology in everyday life to develop new social and economic opportunities for themselves, their families, and their communities. Whether you are entirely new to computing or have some experience, this curriculum will help you develop a fundamental understanding of computers. From using the Internet, to sending e-mail, to creating a résumé, the Digital Literacy Curriculum helps you develop the essential skills you need to begin computing with confidence.

Module 2: ICDL Web Editing (Semester 1)

As the need for an online presence becomes increasingly important, so too does an individual's (or small company's) ability to develop and maintain its presence online. That is where the ICDL Web Editing program fits in perfectly, as it requires the candidate to understand the key web editing and publishing concepts, and to create, upload, and maintain a static website.

Module 3: Basic Concepts of Programming (Semester 1)

Basic concepts of programming provides the learner with the fundamental skills needed to become a successful programmer. It teaches the learner how to engage in analytical thinking, and how to do the proper planning and preparation needed to write a program. The purpose of this module is to make it easier for learners to understand conventional programming language code.

Module 4: Adobe InDesign (Semester 1)

Adobe® InDesign® software provides precise control over typography and built-in creative tools for designing, preflighting, and publishing documents for print, online, or to mobile devices. It includes interactivity, animation, video and sound in page layouts to fully engage readers.



IT *continued*

MICROSOFT CERTIFIED PROFESSIONAL DEVELOPER AND ADOBE CERTIFIED ASSOCIATE

Module 5: Microsoft .NET Framework (Semester 2)

The course is designed to measure your knowledge of .NET development fundamentals and is not tied to a particular version of .NET.

Module 6: ACA Visual Communication using Adobe Photoshop (Semester 1)

The Adobe® Photoshop® product is the ultimate playground for bringing out the best in your digital images and transforming them into anything you can imagine. Photoshop is the current market leader for commercial bitmap and image manipulation software, and is the flagship product of Adobe Systems. It has been described as "an industry standard for graphics professionals".

Module 7: Microsoft Web Developer (Semester 2)

Web development involves developing websites for the Internet, or for an intranet (a private network). This includes knowledge gained from ICDL Web Editing, as well as: web content development, client liaison, client-side/server-side scripting, web server, and ecommerce development.

Web development refers to the main non-design aspects of building web sites: writing markup and coding. The course content range from developing the simplest static single page of plain text to the most complex web-based internet applications, electronic businesses, or social network services.

Module 8: Database Management I

Development is currently underway to enhance SQL into a computationally complete language for the definition and management of persistent, complex objects. The SQL Foundation includes all of the new SQL Abstract Data Type (ADT) facilities. Structure Query Language is a database computer language designed for managing data in relational database management systems.

Module 9: ICDL (International Computer Driving Licence)

ICDL is an internationally recognized and accepted qualification that enables people to verify their competence in core computer skills and IT knowledge. More than 4 million people around the world have already participated, including more than 100,000 in South Africa and Africa. In Europe, it is known as the EC DL (European Computer Driving Licence).

Modules to pass:

- Basic Concepts of IT
- Using Computers and Managing Files
- Word Processing
- Database Management
- Spreadsheets
- Presentations
- Information Network Services



IT *continued*

MICROSOFT CERTIFIED PROFESSIONAL DEVELOPER AND ADOBE CERTIFIED ASSOCIATE

COURSE CONTENTS: SECOND YEAR

Module 1: Javascript (Semester 1)

Javascript builds on the already acquired HTML skills cultured in the first year. The student will learn how to enhance websites, making it more interactive.

Module 2: Adobe Illustrator (Semester 1)

Create distinctive vector artwork for any project. Used by design professionals worldwide, Adobe® Illustrator® CS5 software provides precision and power with sophisticated drawing tools, expressive natural brushes and a host of innovative time-savers.

Module 3: AJAX (Semester 2)

AJAX is an abbreviation for Asynchronous JavaScript and XML. AJAX is not a new programming language, but rather a new way to use existing standards. This module teaches the learner to master the art of exchanging data with a server, and update parts of a web page - without reloading the whole page

Module 4: ACA Rich Media Communication using Adobe Flash (Semester 2)

Adobe® Flash® CS4 Professional software is the industry-leading authoring environment for creating engaging interactive experiences. The Adobe Flash Professional multimedia authoring program is used to create content for the Adobe Engagement Platform, such as web applications, games and movies, and content for mobile phones and other embedded devices.

Module 5: Microsoft ASP.NET (Full Year)

This certification exam measures your ability to develop applications using ASP.NET in a development environment that uses Microsoft Visual Studio and Microsoft .NET Framework.

Module 6: Microsoft PRO Developer Exam (Full Year)

Candidates should have experience developing Web-based applications including experience developing ASP.NET-based applications and a thorough understanding of the ASP.NET technologies in the .NET Framework. Candidates should be able to demonstrate the following by using the .NET Framework:

- A solid understanding of the ASP.NET applications event model
- Experience creating ASP.NET applications that access data
- Experience planning and designing user interaction solutions
- Experience in the full cycle of software applications

Module 7: Database Management II (Full Year)

Development is currently underway to enhance SQL into a computationally complete language for the definition and management of persistent, complex objects. The SQL Foundation includes all of the new SQL Abstract Data Type (ADT) facilities. Structured Query Language is a database computer language designed for managing data in relational database management systems.

LECTURE TIMES

Full-time lectures run from 08:00 to 16:00. Students will only be required to attend when they have lectures.



IT

PC TECHNICIAN & NETWORK+ COMPTIA'S EDUCATION TO CAREERS

This is a Skills programme. The candidate will obtain the following Skills qualifications:

ENTRANCE REQUIREMENTS

A qualification equal to grade 12 certificate is a prerequisite for entrance. All students are selected and placed on a point system according to the Swedish Scale based on their November grade 11, June grade 12 or final grade 12 results.

COURSE DURATION

The IT: PC Technician & Network+ Comptia's Education to Careers course duration is one year, full-time.

COURSE CONTENTS

Module 1: Microsoft Digital Literacy

The goal of Digital Literacy is to teach and assess basic computer concepts and skills so that people can use computer technology in everyday life to develop new social and economic opportunities for themselves, their families, and their communities.

Whether you are entirely new to computing or have some experience, this curriculum will help you develop a fundamental understanding of computers. From using the Internet, to sending e-mail, to creating a résumé, the Digital Literacy Curriculum helps you develop the essential skills you need to begin computing with confidence.

Module 2: CompTIA A+

A+ certification validates the latest skills needed by today's computer support professionals. It is an international, vendor-neutral certification recognized by major hardware and software vendors, distributors and resellers. CompTIA A+ certification confirms a technician's ability to perform tasks such as installation, configuration, diagnosing, preventive maintenance and basic networking. The exams also cover domains such as security, safety and environmental issues and communication and professionalism. CompTIA A+ ensures the right people have the right skills. While many of these essential skills are universal, there are additional skills required to support the needs of businesses.

The two CompTIA certified examinations of the A+ program are:

- 220-701 CompTIA A+ Essentials (**Semester 1**)
- 220-702 CompTIA A+ Practical Application (**Semester 2**)

Module 3: CompTIA Network+ (Semester 2)

CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to manage, maintain, troubleshoot, install, operate and configure basic network infrastructure. The demand for skilled networking support professionals continues to grow, and CompTIA Network+ is a valuable credential to help launch or enhance a networking career. In fact, many IT certifications integrate CompTIA Network+ into their curriculums. Microsoft added CompTIA Network+ into their Microsoft Certified Systems Administrator (MCSA) program, and other corporations such as Novell, Cisco and HP also recognize CompTIA Network+ as part of their certification tracks.

Examination: CompTIA Certified Network+ Professional Exam N10-003



IT *continued*

PC TECHNICIAN & NETWORK+ COMPTIA'S EDUCATION TO CAREERS

Module 4: ICDL (International Computer Driving Licence)

ICDL is an internationally recognized and accepted qualification that enables people to verify their competence in core computer skills and IT knowledge. More than 4 million people around the world have already participated, including more than 100,000 in South Africa and Africa. In Europe, it is known as the ECDL (European Computer Driving Licence).

Modules to pass:

- Basic Concepts of IT
- Using Computers and Managing Files
- Word Processing
- Database Management
- Spreadsheets
- Presentations
- Information Network Services

Module 5: ICDL Web Editing (Semester 1)

As the need for an online presence becomes increasingly important, so too does an individual's (or small company's) ability to develop and maintain its presence online.

That is where the ICDL Web Editing programme fits in perfectly, as it requires the candidate to understand the key web editing and publishing concepts, and to create, upload, and maintain a static website.

Module 6: ACA Visual Communication using Adobe Photoshop (Semester 1)

The Adobe® Photoshop® product is the ultimate playground for bringing out the best in your digital images and transforming them into anything you can imagine. Photoshop is the current market leader for commercial bitmap and image manipulation software, and is the flagship product of Adobe Systems. It has been described as "an industry standard for graphics professionals".

Module 7: ACA Web Communication using Adobe Dreamweaver (Semester 2)

Build world-class websites and applications with one of the industry's leading web authoring tools. Adobe® Dreamweaver® software is ideal for web designers, web developers, and visual designers.

Module 8: ACA Rich Media Communication using Adobe Flash (Semester 2)

Adobe® Flash® Professional software is the industry-leading authoring environment for creating engaging interactive experiences. The Adobe Flash Professional multimedia authoring program is used to create content for the Adobe Engagement Platform, such as web applications, games and movies, and content for mobile phones and other embedded devices.

COURSE REQUIREMENTS

Each unit has its own specific pass requirements.

LECTURE TIMES

Full-time lectures run from 08:00 to 16:00. Students will only be required to attend when they have lectures.

CONTACT DETAILS

Ina Louw (021) 558 1050 • Email: ilouw@northlink.co.za.



Business Studies

NATIONAL CERTIFICATE AND DIPLOMA COURSES

The Department of National Examination (Pretoria) issues the National Certificates and Diplomas. These are national career-orientated qualifications and are very popular with the private sector. The management courses offered at Northlink College are career-orientated to bridge the gap between the lecture room and the world of work with the least disruption at the end of the training period. Students who attend classes are expected to be neatly dressed at all times. It is expected of students to attend their classes regularly and to obtain a semester mark of at least 40% per subject.

DURATION OF COURSES

National N4 Certificate/National N5 Certificate/National N6 Certificate – 6 months each.

EXAMINATION

Students write an external examination in each subject at the end of the semester. (June/November)

ADMISSION REQUIREMENTS

National Senior Certificate or equivalent.

National Certificates

	N4	N5	N6
Financial Management	<ul style="list-style-type: none"> Financial Accounting Computerised Financial Systems Management Communication Entrepreneurship & Bus. Management 	<ul style="list-style-type: none"> Financial Accounting Computerised Financial Systems Cost & Management Accounting Entrepreneurship & Bus. Management 	<ul style="list-style-type: none"> Financial Accounting Computerised Financial Systems Cost & Management Accounting Income Tax
Marketing Management	<ul style="list-style-type: none"> Marketing Management Entrepreneurship & Bus. Management Management Communication Computer Practice 	<ul style="list-style-type: none"> Marketing Management Sales Management Entrepreneurship & Bus. Management Computer Practice 	<ul style="list-style-type: none"> Marketing Management Sales Management Marketing Research Marketing Communication
Human Resource Management	<ul style="list-style-type: none"> Personnel Management Entrepreneurship & Bus. Management Management Communication Computer Practice 	<ul style="list-style-type: none"> Personnel Management Personnel Training Labour Relations Computer Practice N5 	<ul style="list-style-type: none"> Personnel Management Entrepreneurship & Bus. Management Personnel Training Labour Relations
Business Management	<ul style="list-style-type: none"> Entrepreneurship & Bus. Management Management Communication Computer Practice Introduction to Financial Accounting 	<ul style="list-style-type: none"> Entrepreneurship & Bus. Management Computer Practice Sales Management Labour Relations 	<ul style="list-style-type: none"> Entrepreneurship & Bus. Management Sales Management Personnel Management N4 Public Relations N5

To obtain a National Diploma a learner must have a N6 Certificate and have 18 months relevant practical experience. On completion of the N6 Certificate and 18 months relevant practical experience, you can apply for the National 3-year diploma (M+3 qualification equal to any other 3 year qualification).



Business Studies

UNISA QUALIFICATIONS

National Diploma in Cost and Management Accounting National Diploma in Marketing Management

Above mentioned diplomas are currently offered under an agreement with the University of South Africa. On completion of the course the student qualifies for a diploma issued by the University.

ADMISSION REQUIREMENTS

National Senior Certificate or equivalent with a minimum total achievement rating of 28. For the National Diploma in Cost and Management Accounting a minimum of 50% in accounting is required.

STEPS TO TAKE FOR UNISA STUDIES AT NORTHLINK COLLEGE

1. Apply at Unisa before 30 September of the year preceding the studies. Access the internet and go to www.unisa.ac.za
2. Apply at Northlink College Central Office. An application form can be downloaded from the Northlink website at www.northlink.co.za
3. A letter of acceptance will be posted to you providing you with information necessary to start your studies.

Cost and Management Accounting

First Year:

- Financial Accounting N4/N5
- Entrepreneurship and Business Management N4/N5
- Management Communication N4
- Communication N5
- Cost and Management Accounting N5
- Computerised Financial Systems N4/N5
- Mercantile Law N4/N5
- Economics N4/N5

2nd Year:

- Financial Accounting N6
- Financial Accounting Concepts, Principles and Procedures
- Financial Accounting Reporting
- Cost and Management Accounting N6
- Cost Accounting II Module 2
- Computerised Financial Systems N6
- Income Tax N6/Taxation of Individuals
- Commercial Law II
- Elementary Quantitative Methods

Third Year:

- Selected Accounting Standards and Simple Group Structures
- General Financial Reporting
- Introductory Financial Mathematics
- Management Accounting III Module 1
- Management Accounting III Module 2
- Management I
- Organisational Management III
- Taxation of Business Income
- Corporate Procedures II
- Introduction to Auditing and Internal Auditing
- Introduction to the Theory of Auditing and Auditing Practice



Business Studies *continued*

UNISA QUALIFICATIONS

National Diploma in Marketing Management

National diploma Marketing (DMARK)

First Year:

Semester 1

- Marketing Management N4
- Entrepreneurship and Business Management N4
- Computer Practice N4
- Management Communication N4
- Mercantile Law N4

Semester 2

- Marketing Management N5
- Entrepreneurship and Business Management N5
- Computer Practice N5
- Sales Management N5
- Communication N5

2nd Year:

Semester 1

- Marketing Management N6
- Marketing Communication N6
- Marketing Research N6
- Sales Management N6
- Economics N4
- Introduction to Statistics

Semester 2

- Introduction to Statistics
- Economics N5
- Introduction to Financial Accounting N4
- Marketing Top-up
- Marketing Communication Top-up
- End-user computer Top-up
- Cost Top-up

Third Year:

- Marketing Management III
- Sales Management III
- Marketing Research III
- Customer Behaviour



Business Studies

PROJECT MANAGEMENT

Advanced Certificate in Project Management (NQF Level 6) National Certificate in Business Management

The twenty-first century is here, along with tighter budgets, less time to get things done, and fewer resources. At this point no questions are asked about the quality of the resources available.

Projects are becoming the way of the working world. Computers and automation have eliminated many forms of repetitive work. This has freed people to focus on building new things - new products, new services, and improved organizations. And where there are things that need to be created, there are projects

DEFINITION

"A project is a temporary sequence of activities or tasks with a distinct beginning and a definite end to create a unique product or service"

Project Management is... "Converting a vision into Reality"

According to Tom Peters, project management is: "the linchpin of organizational success"

Method 123 (USA based project company) says project management is: "empowering managers to succeed"

ADMISSION CRITERIA

Senior Certificate stating that the candidate qualifies for a diploma course or equivalent, with a minimum total achievement rating of 28+

PROGRAMME STRUCTURE

YEAR 1:

Certificate in Project Management (NQF Level 5)

This qualification is accredited by SAQA (South African Qualifications Authority) and registered on the NQF (National Qualifications Framework) with Lyceum College, the accredited provider and external examination body. The qualification ID is 24337.

Project Management;
Business Communication;
Cost & Management Accounting;
Management Principles & Techniques;
Mercantile Law;
Quality Management

YEAR 2:

Advanced Certificate in Project Management (NQF Level 6)

Advanced Project Management
Applied Project Management (Practical project)
Business Ethics
Project Procurement Management
Project Risk Management



Business Studies *continued*

PROJECT MANAGEMENT

Advanced Certificate in Project Management (NQF Level 6) National Certificate in Business Management

GENERAL INFORMATION

Entry requirement for the course is Grade 12;
The language of instruction is English

ASSESSMENT

Compulsory internal examinations in March, June & September
One assignment per subject which counts 20% of the final examination mark;
External examination (May/October);
Subject pass requirement is 50%

JOB OPPORTUNITIES

Successful students can become:
Project Planner
Project Coordinator
Project Cost Estimating & Analyst
Quality Manager (Control)
Project Administrator (Contracts)

BUSINESS STUDIES CONTACT DETAILS

Financial Management and Cost & Manager Accounting

Willie van Zijl (021) 558 1050 • Email: wvanzijl@northlink.co.za.

Marketing Management

Jeanette van der Merwe (021) 558 1050 • Email: jvdermerwe@northlink.co.za.

Project Management and Business & HR Management

Bert Eksteen (021) 558 1050 • Email: beksteen@northlink.co.za.



Sport, Drama/Performing Arts and Golf

NATIONAL DIPLOMA: DRAMA/PERFORMING ARTS (NQF LEVEL 5)

DURATION OF COURSE

2 years full time

ADMISSION REQUIREMENTS

Grade 12 Certificate

Audition

COMMENCEMENT DATE

January each year

COURSE CONTENT

Year 1

- **Drama Acting Techniques 1**
Movement for the Actor
- **Drama Communication Techniques 1**
Voice and Speech Development
Singing Techniques and Styles
- **Drama Performing Techniques 1**
Devising Performance
Theatre in Education
- **Drama Text Study 1**
Creative arts Research Skills/Professional Practice
- **Drama Theatre Study 1**
Preparation, Process, Production in Creative Arts

1st Semester

- Marketing Management N4
- Entrepreneurship & Business Management N4

2nd Semester

- Management Communication N4 **OR**
- Bestuurskommunikasie N4
- Computer Practice N4

Year 2

- **Drama Acting Techniques 2**
Alternative Approaches to Acting
Choreography of Group Performance
- **Drama Communication Techniques 2**
Vocal Method in Context
- **Drama Performing Techniques 2**
Musical Theatre Performance
Theatre Directing
Applied Contemporary Performance Practice
- **Drama Text Study 2**
Personal and Professional Development
- **Drama Theatre Study 2**
Theatre in Education

1st Semester

- Sales Management N5
- Entrepreneurship & Business Management N5

2nd Semester

- Marketing Management N5
- Computer Practice N5

CAREER OPTIONS/JOB OPPORTUNITIES

Teaching High School (BTEC) Technical

Teaching College (BTEC) Post School

Acting: stage, film, corporate functions

Educational/Industrial/Children's Theatre

Directing

Set design

Advertisements / Marketing

Arts / Stage Administrator

Theatre craft: stage building; lights etc.

Revues, shows, musicals, etc.

Voice overs for TV ads, documentaries

Studio classes e.g. make up, various forms of dance

COMPETITIVE ADVANTAGE

Northlink College was the first FET college in South Africa to link with Edexcel as business partners in education. The BTEC HND Performing Arts is an internationally recognised and accredited qualification. Northlink College Drama offers a dual qualification in Marketing N4-N5 simultaneously with the Performing Arts qualification. Screening and practical education, training and experience in the workplace and world of Art, Culture and Business.

Programme accreditation

- Edexcel

- UMALUSI (N-Subjects)



Sport, Drama/Performing Arts and Golf

NATIONAL DIPLOMA: GOLF CLUB PROFESSIONAL (NQF LEVEL 5)

DURATION OF COURSE

3 years full time

ADMISSION REQUIREMENTS

Grade 12 National Senior Certificate

Single handicap.

COMMENCEMENT DATE

January each year

EXIT LEVEL

Completion of full course

The national diploma is aimed at practitioners working in the golfing sector, a qualification in a career pathway towards an accomplished golf business management, golf coaching and golf administration specialist. Coaching opportunities will be provided for students in the 1st, 2nd and 3rd year. If necessary teaching equipment will be provided to students for coaching purposes.

COURSE CONTENT

Year 1	Year 2	Year 3
<ul style="list-style-type: none"> • Anatomy & Physiology • Equipment Technology 1 • Golf World • Intro to golf Retailing • Sport Psychology • Rules of golf • Entrepreneurship • Intro to Coaching/Coaching Children 	<ul style="list-style-type: none"> • Business Finance • Equipment Technology 2 • Golf Coaching 2 • Nutrition & Health • Prevention of injuries • Rules & Tournament Organization • Skills Acquisition • The Short Game 	<ul style="list-style-type: none"> • Business Planning • Fault Finding Principles of Biomechanics • Training & Fitness for Golf • Management & Golf Business • Personal Career Development • Golf Coaching • Business Law

CAREER OPPORTUNITIES

Financial and retail Business management services

Sport science

Rules and tournament management

Golf coaching and training

Equipment technology

PRACTICAL HOURS

2 500 practical hours to be logged over 3 years of study.

More information and full details in Student Logbooks.

COMPETITIVE ADVANTAGE

Unique learning system

Qualified PGA coaching staff

Course management skills

Pre-qualifying tournament rounds

Accredited academic qualification

Value for money

Years of unparalleled golfing achievements

Local club tournaments and order of merit system

Fitness assessment

Golf specific lectures

PGA club Golfing Professional Diploma

Programme accreditation

• THETA

• PGA (SA)



Sport, Drama/Performing Arts and Golf

NATIONAL DIPLOMA IN SPORTS MANAGEMENT (NQF LEVEL 6)

DURATION OF COURSE

3 years full time

ADMISSION REQUIREMENTS

Grade 12 Certificate

COMMENCEMENT DATE

January each year

EXIT LEVEL

Completion of full course

A scientific and practical approach; a combination of Sport Science and Business Management subjects to equip students for the world of sport and business.

COURSE CONTENT

Year 1	Year 2	Year 3
<ul style="list-style-type: none"> • Sport Science • Sport Management • Sport Marketing • Sport Fitness Studies • Exercise Physiology • Kinderkinetics (Elective) • Recreation (Elective) • Methods: Coaching • Communication 	<ul style="list-style-type: none"> • Sport Science • Sport Management • Sport Marketing • Sport Fitness Studies • Exercise Physiology • Kinderkinetics (Elective) • Recreation (Elective) • Computers • Intro Accounting 	<ul style="list-style-type: none"> • Sport Science • Sport Management • Sport Marketing • Sport Fitness Studies • Exercise Physiology • Kinderkinetics (Elective) • Recreation (Elective) • Economics (Micro Et Macro) • Research Methods

SPORT DISCIPLINES

Athletics
Netball
Rugby

Cricket
Swimming
Soccer

Hockey
Tennis
Golf

CAREER OPPORTUNITIES

Sports Coaching
Fitness adviser
Sports club manager
Sport Tourism

Sports Organiser
Private coaching
Teacher

Health & Fitness Instructors
Kinderkinetists
Marketer

Programme accreditation

- DHE
- Centurion Academy
- DOE

CONTACT DETAILS

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Tourism

CITY AND GUILDS DIPLOMA IN INTERNATIONAL TOURISM

This course involves the study of tourism as a broad and dynamic economic sector. It encourages learners from diverse backgrounds to understand the industry and how it functions. In addition, learners explore potential opportunities and are assisted to make informed career choices, whether it is for higher learning or the pursuit of entrepreneurial activities. The subject promotes an understanding of the value that tourism can provide to individuals, communities and the economy. It encourages and promotes an acceptance of diversity found in South Africa and the rest of the world, to develop a pride in one's local heritage, and to understand and capitalize on the value of diversity from a tourism perspective.

To obtain a National Diploma a learner must have a N6 Certificate and have 18 months relevant practical experience. On completion of the N6 Certificate and 18 months relevant practical experience, you can apply for the National 3-year diploma (M+3 qualification equal to any other 3 year qualification).

ENROL NOW FOR THIS DUAL QUALIFICATION!

Accredited Courses on offer (Post Grade 12)

- **Diploma in International Tourism includes N4–N6 Tourism programme accredited by City & Guilds of London and DoE).** Duration: 2 years theory, plus 18 months experiential training.
- **Certificate in International Tourism. (Accredited by City & Guilds, includes the N4 programme).** Duration: 1 year, plus 21 days experiential training

OTHER SHORT COURSES INCLUDED IN THE DIPLOMA PROGRAMME

Computer Practice N4, Introduction to Wine, Business Etiquette, Innkeeper, Event Support, educational excursions and a short annual class tour.

ADMISSION REQUIREMENTS

Grade 12 Certificate or NQF level 4.

INTAKE

January- International course. July – National N4-N6 only.

LANGUAGE OF INSTRUCTION

Classes are offered in English and Afrikaans where possible.

CAREER OPPORTUNITIES

Hotels/Lodges/Guest houses

Airlines- ground staff at airports/reservations

Bus companies - reservations

Tourist information centres

**Tourist guides

Event support

Motor hire companies

**Airlines/cabin crew

Tour operators

Travel agencies

**Site guides

Cruise ships

***These careers require further specialised skills.*



Tourism

CITY AND GUILDS DIPLOMA IN INTERNATIONAL TOURISM (NQF LEVEL 5)

City & Guilds (London) Certificate in International Tourism (1 year)	City & Guilds (London) Diploma in International Tourism (1 st Year)	City & Guilds (London) Diploma in International Tourism (2 nd Year)
<ul style="list-style-type: none"> • International Tourism Industry • International Tourism Geography • Developing a Visitor Attraction • Reservations and Ticketing within Travel & Tourism • Customer Service • Presentation of Tourism Products & Services • Marketing • Tourism Communication N4 • Tourist Destinations N4 • Travel Office Procedures N4 • Travel Services N4 • Computer Practice N4 	<ul style="list-style-type: none"> • Development of the Tourism Industry • International Tourism Geography • Developing a Local Tourism Destination • Related Tourism Services • Tourism Communication N4 • Tourist Destinations N4 • Travel Office Procedures N4 • Travel Services N4 • Computer Practice N4 • Tourism Communication N5 • Tourist Destinations N5 • Travel Office Procedures N5 • Wines of S.A (Short course) 	<ul style="list-style-type: none"> • Customer Service Operations • People Development • Business Systems • Marketing Operations • DTT (Fares within Africa & Ticketing)* • DTT (International Fares & Ticketing - Beginners) • Hotel Reception N6 • Tourist Destinations N6 • Travel Services N6 • Travel Office Procedures N6 • INNkeeper (short course) • Event Support (Skills course) <p><i>*Credit for TSN5</i></p>

NATIONAL N DIPLOMA

N4, N5, N6 National Certificate (18 Months Theory Study)

N4, N5, N6 National Diploma (18 Months Theory Study & 18 Months Experiential Training)

<p>N4 / 1st Semester</p> <ul style="list-style-type: none"> • Tourism Communication N4 • Tourist Destinations N4 • Travel Office Procedures N4 • Travel Services N4 	<p>N5 / 2nd Semester</p> <ul style="list-style-type: none"> • Tourism Communication N5 • Tourist Destinations N5 • Travel Office Procedures N5 • Travel Services N5 • *Computer Practice N4 (over 12 months) <p><i>*Note that this subject is not covered by the NSFAS bursary</i></p>	<p>N6 / 3rd Semester</p> <ul style="list-style-type: none"> • Tourist Destinations N6 • Travel Office Procedures N6 • Travel Services N6 • Hotel Reception N6
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CONTACT DETAILS

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