

GET SKILLED, QUALIFIED & CERTIFIED

# PROSPECTUS

## MID-YEAR 2025



Creative &  
Technology  
Universitas

[www.ctutraining.ac.za](http://www.ctutraining.ac.za)

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## Our Vision:

Empowering people through education.

## Our Mission:

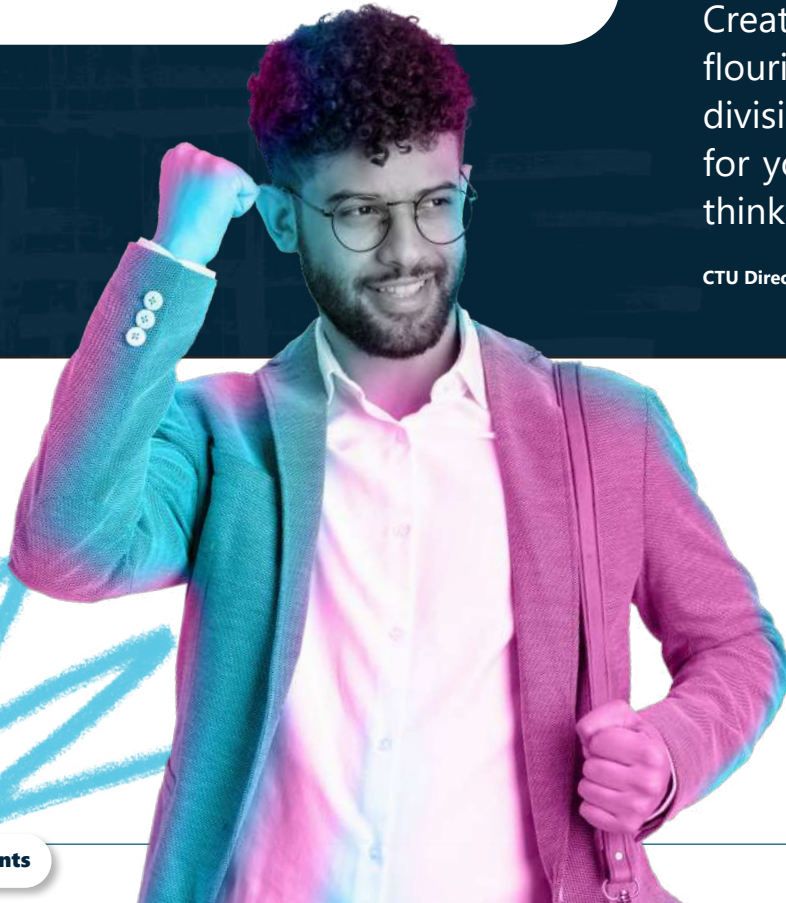
To design, develop & deliver an exceptional learning experience that will cultivate educated and skilled citizens who will contribute to socio-economic growth.

# ABOUT US

For over three decades, CTU Training Solutions has been at the forefront of developing skilled professionals across various industries. With faculties spanning IT, Design, Business Management, Engineering, Humanities and Sustainability, we offer full time (day classes) and part time (evening classes) study options where you can acquire national qualifications and international vendor-related certifications. As a graduate, you will be well-prepared to excel in the South African job market, equipped with the right skills to thrive from entry-level to professional positions.

Creative Technology Universitas, a division of CTU Training Solutions, is where creative minds flourish, and cutting-edge technology enhances the learning experience. Our qualification division offers diverse study options across multiple faculties, providing the perfect platform for you to achieve your career aspirations. At CTU, we pride ourselves on fostering creative thinking and equipping you with the skills to succeed in today's technology-driven world.

CTU Directors: Ronald Meeske; Bonita Brown; Erna Ferreira



# C

**COMMIT**  
WE WILL COMMIT  
TO OUR JOBS  
DAILY

# H

**HONEST**  
WE WILL RATHER  
BE HONEST THAN  
IMPRESSIVE

# E

**EXCELLENCE**  
WE WILL STRIVE FOR  
EXCELLENCE IN  
EVERYTHING WE DO

# E

**EXCEPTIONAL**  
WE WILL DELIVER  
EXCEPTIONAL WORK  
EVERY DAY

# R

**RELENTLESS**  
WE ARE RELENTLESS.  
WE WILL NOT  
GIVE UP

# S

**SERVE**  
WE WILL SERVE OUR  
COLLEAGUES, PEERS  
AND OUR ORGANISATION

# TEACHING & LEARNING METHODOLOGIES

## Attend Day Classes (Full Time):

Experience comprehensive learning with CTU's Full Day Classes, offering one to three-year qualifications with a blend of national qualifications and international certifications. Our innovative approach combines virtual and physical learning environments, ensuring a flexible and interactive experience.

- Blended Training: Utilise Microsoft Teams for live, interactive virtual classes with whiteboard and recording capabilities, allowing for a dynamic and engaging learning process.
- Flipped Classroom Approach: Engage with content at home and apply it in practical sessions, fostering a deeper understanding and hands-on experience.
- Expert Lecturers: Learn from subject matter experts nationally, maintaining a high academic standard across all courses.
- Flexible Practical Sessions: Choose to attend practical, group, and lab sessions either on campus or virtually, with a minimum of two days per week on-campus attendance.
- Personalised Support: Benefit from one-on-one student support sessions with lecturers, available both virtually and on campus

CTU's Language Policy: At CTU, we're committed to delivering a quality education in English, ensuring accessibility and understanding for all students.

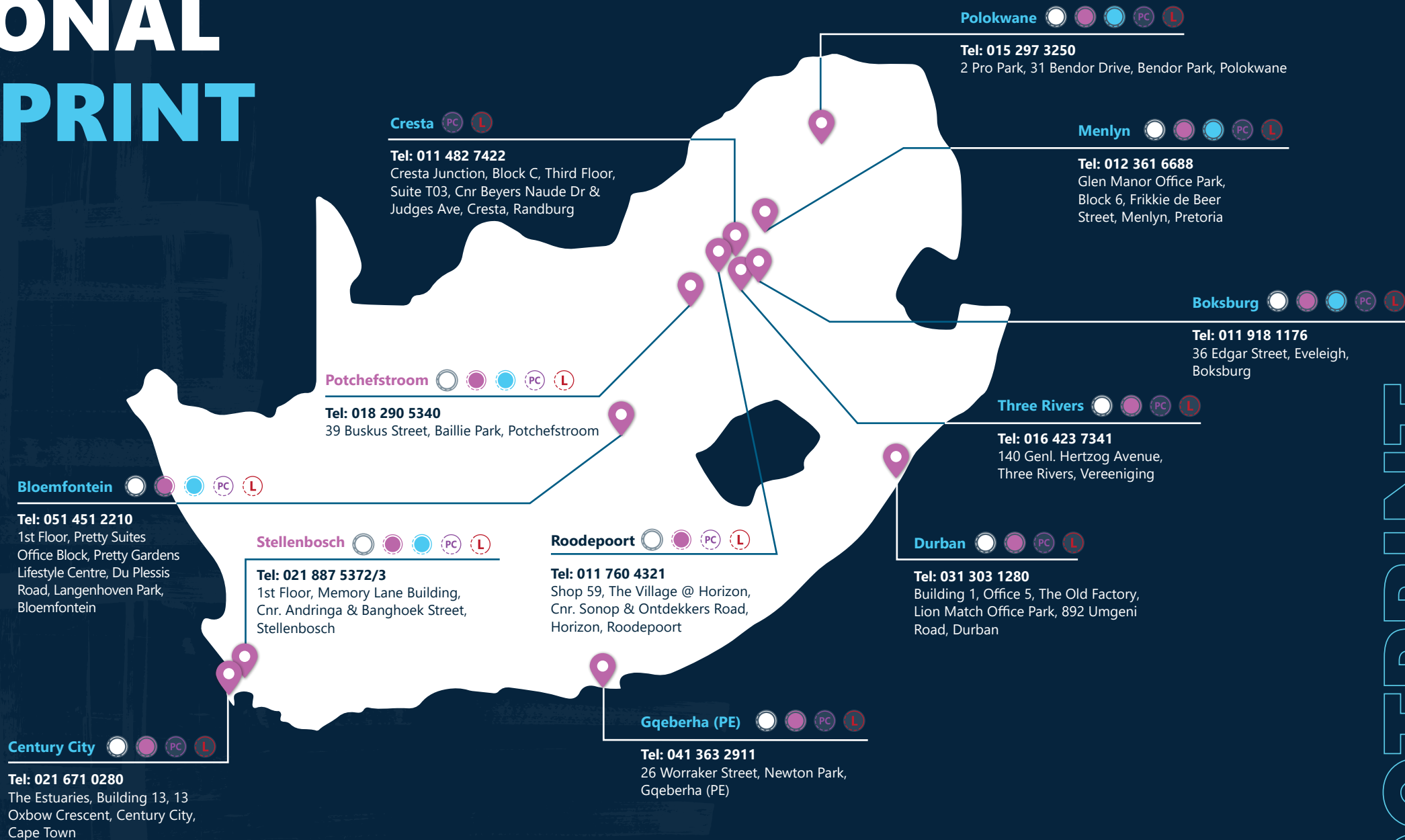
## Attend Evening Classes (Part Time)

CTU's Evening Classes offer flexible learning options for those seeking one-, two-, or three-year qualifications, with classes held in the evenings and on Saturdays. Tailored for working professionals and students needing a more adaptable schedule, these classes lead to national qualifications and international certifications where applicable.

- Class Schedule: Vocational qualifications require two evenings a week and two Saturdays per month, while technical diplomas require three evenings and two Saturdays per month.
- Short Courses: Upskill with our short courses available during the day, evenings, and Saturdays, leading to international certifications upon passing exams.
- Hybrid Learning Approach: Combining digital, recorded, and traditional face-to-face class activities, this student-centered approach allows for a flexible learning experience.
- Flipped Classroom Model: Engage in independent study through online materials and use class time for interactive discussions, exercises, and group work.
- Group and Research Activities: Benefit from collaborative learning experiences both in and out of the classroom, enhancing understanding and application of concepts.

Equipped with the latest digital resources and guided by expert instructors, our Evening Classes are designed to fit into your busy schedule while providing a comprehensive educational experience.

# NATIONAL FOOTPRINT



VOCATIONAL | OCCUPATIONAL



NATED



HIGHER EDUCATION



PART TIME & CORPORATE



LEARNERSHIPS

# WHY CTU?

# WHY CTU?



**National Qualifications with International Certifications**



**Award-Winning Institution**



**Accredited Short Courses & Soft Skills Blended Training**



Visit one of our **11 Campuses Nationwide**  
**2 Intakes** per year



**Day** Classes, **Evening** Classes, **Online** Classes, and **Distance Learning (NEW)**

**Vendor-Specific Certifications:**

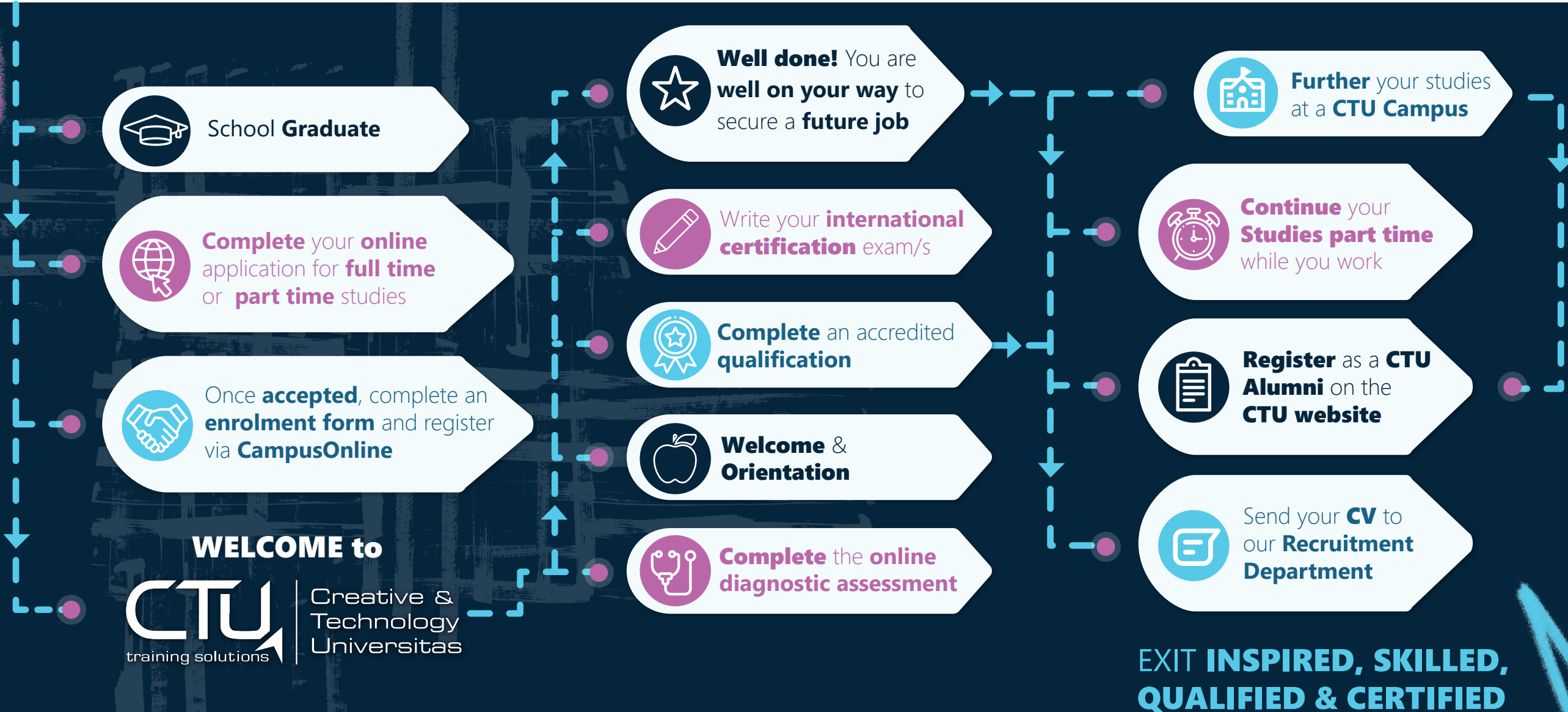
- Microsoft
- AWS
- CompTIA
- NetAcad
- Adobe
- Autodesk



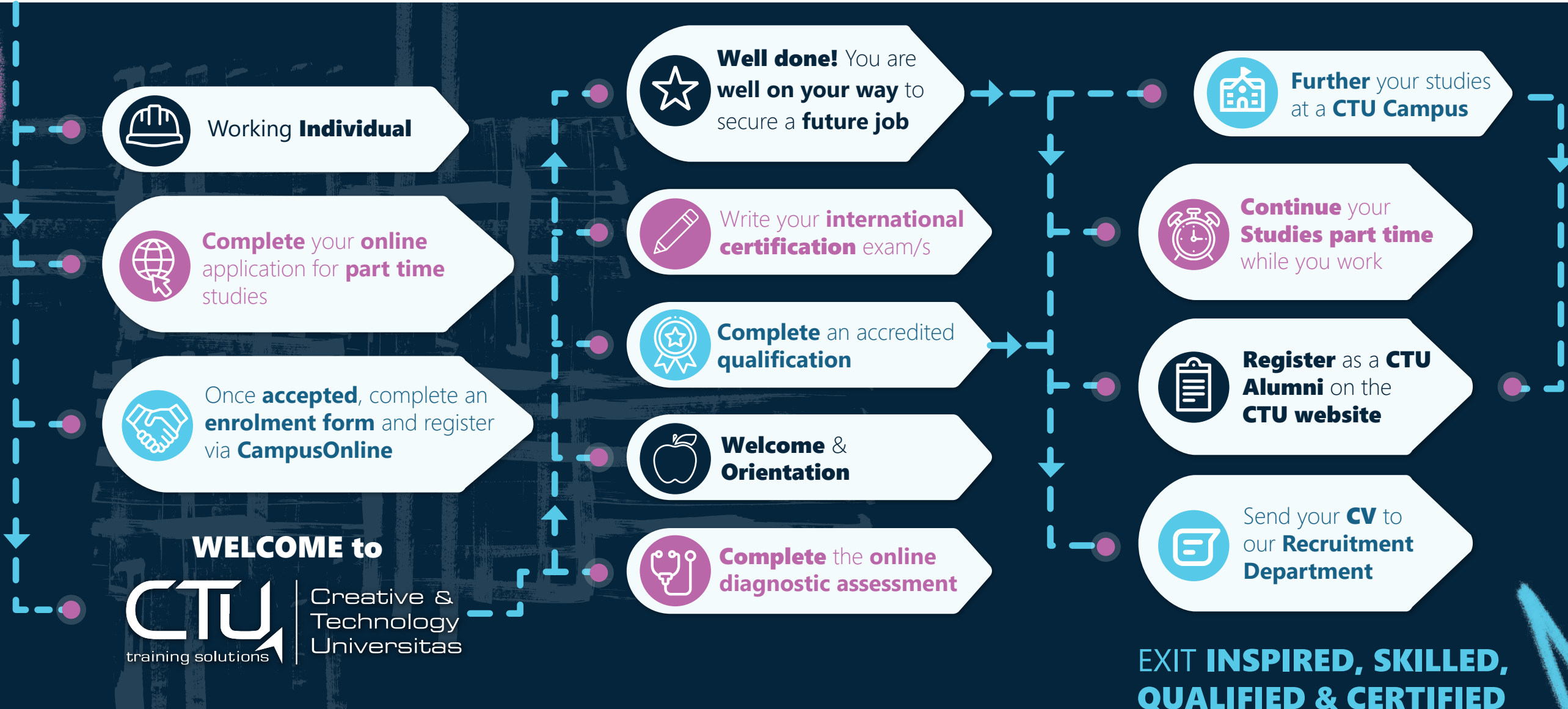
**Occupation-Focused** Qualifications, **Practical** Courses, **Small** Classes & **Student Life**

**Developing** skilled professionals **since 1987**

# THE CTU STUDENT JOURNEY



# THE WORKING INDIVIDUAL CTU STUDENT JOURNEY



**EXIT INSPIRED, SKILLED,  
QUALIFIED & CERTIFIED**

# STUDENT GUIDANCE

## SCHEDULE A ONE2ONE SESSION

Schedule a casual chat with one of our consultants. You'll get the inside scoop on our academic programmes and have a chance to explore our campus.

### Our experienced team is here to help you:

- Schedule a free career guidance assessment to pinpoint the ideal academic path for you.
- Discover what sets CTU qualifications apart.
- Arrange a meeting with our expert lecturers.
- Take a campus tour.
- Learn about device requirements and data needs.
- Enquire about student loans and funding options.

**BOOK A ONE2ONE SESSION NOW**

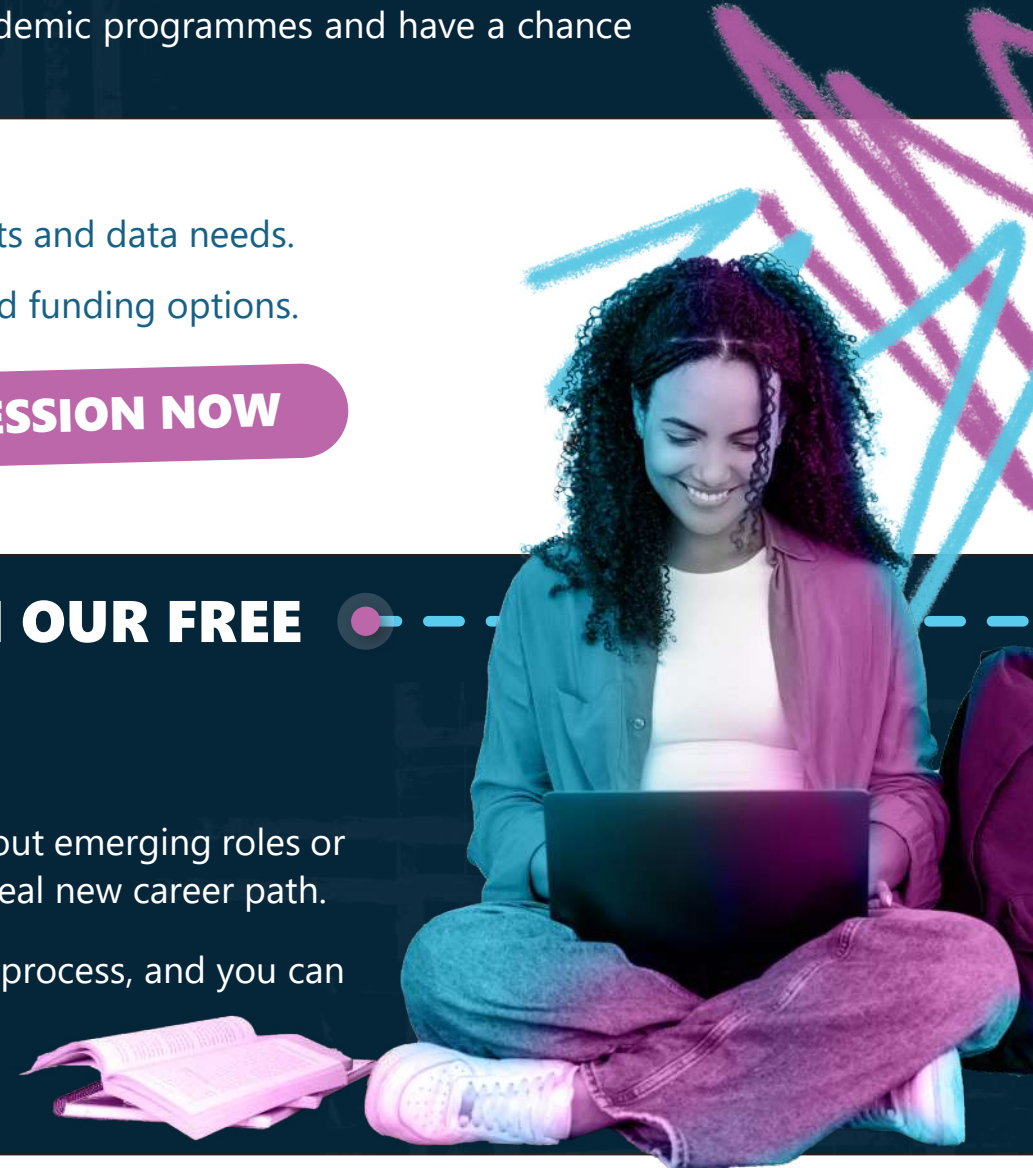
## EMBARK ON A JOURNEY OF SELF-DISCOVERY WITH OUR FREE CAREER GUIDANCE TEST

### Don't let uncertainty hold you back take the first step towards your future

Investing in your future starts with making informed decisions. Whether you are curious about emerging roles or already considering a career change, this test provides the best options to discover your ideal new career path.

Booking the assessment at the nearest CTU Training Solutions campus is a straightforward process, and you can conveniently obtain the results during a personalised consultation.

**Read more [HERE](#)**



**Student Support Policies and Student Code of Conduct** are available on **CampusOnline**.

# LEARNING RESOURCES



## Gamification

At CTU, we use gamification to transform learning into an engaging experience. Lecturers turn assignments into games, adding competition and rewards to spark interest. These cognitive games stimulate different brain regions, improving reflexes, promoting critical thinking, and aiding in learning new languages and material. We cater to diverse learning styles with tools like Unity 3D, Blender, Bezier, and Drawasauros.

## The O'Reilly Solution

An online library of books, video and tutorial resources and pre-published manuscripts.

- Access to titles from more than 100 publishers.
- Dynamic day-by-day updates of new books, videos, pre-published manuscripts and content from these same leading publishers are included in the price.
- Mobile access: Android & iOS.

## Cisco Network Academy

Cisco Networking Academy is an IT skills and career building program for learning institutions and individuals worldwide. Cisco Networking Academy identifies and develops the skills people and businesses need to thrive in a digital economy. The Networking Academy curriculum is delivered online using a proprietary learning platform in partnership with local learning institutions. Cisco provides the curriculum, learning platform and support resources.

## CTU Online Application

The Online Application System is intended for use by all prospective students submitting an application with intent to register for a course.

## Office 365

CTU students will receive an "Office 365 Education for Students" account.

- 50GB mailbox;
- 1TB OneDrive space;
- Office Web Apps;
- Skype Collaboration between students

This account's e-mail address will give you access to:

- Prescribed textbooks on O'Reilly
- Autodesk student versions
- Adobe ID
- Campus Online

## Software Notice:

- CTU Training Solutions does NOT sell or supply software.
- CTU students studying, Web Design/Development, Graphic Design, Higher Certificate in Graphic Design & Diploma in Visual Communication are required to purchase Adobe Creative Cloud packages.

For more information, read the Rules & Regulations document or Communications module on Campus Online

## CampusOnline

CampusOnline is your go-to student portal for everything you need during your studies. Access your study materials, complete assessments, stay updated with important messages, use your electronic student card, check your results, and find other academic resources—all in one convenient place.

## Bring Your Own Device:

All CTU students need access to our digital library, prescribed books, and online learning platforms. To meet these requirements, you must bring your own device - a laptop with unlimited data for both on and off-campus use.

**CLICK HERE** to view our Device Specifications, Stationery Requirements And Book List 2025



# TEACHING & LEARNING METHODOLOGIES

## INFORMATION TECHNOLOGY

- SCHOOL OF:
- PROGRAMMING
- CLOUD NETWORKS  
& SECURITY
- DATA SCIENCE  
& AI



## BUSINESS MANAGEMENT & HUMANITIES

- SCHOOL OF:
- FINANCE
- EDUCATION
- BUSINESS &  
MANAGEMENT



## DESIGN

- SCHOOL OF:
- VISUAL  
COMMUNICATION
- DESIGN &  
DRAUGHTING



## ENGINEERING

- SCHOOL OF:
- ENGINEERING  
TECHNOLOGY

# ACADEMIC DIVISION

## IT FACULTY



**Isaac Lupanda**  
Acting Faculty Head

Information Technology



**Palesa Nkosi**  
Programme Manager

School of Cloud administration,  
Networks & Data Management



**Lerato Tsoehlisi**  
Programme Manager

School of information  
security and AI



**Faith Muwishi**  
Programme Manager

School of Programming and  
Data Science



**Linda Dube**  
Programme Manager

School of Cloud administration,  
Networks & Data Management

# ACADEMIC DIVISION

## DESIGN FACULTY



# ACADEMIC DIVISION

## BUSINESS MANAGEMENT FACULTY

**Milan Brand**  
Programme Manager



Higher Certificate in  
Management



**Thomas Chimutunga**  
Faculty Head

Business and Management

**Lee-Handré Lamprecht**  
Programme Manager



BBA in Project Management

# ACADEMIC DIVISION

## HUMANITIES & ENGINEERING FACULTY

**Jonathan Muronda**  
Programme Manager



NATED Humanities



**Joshua Ojelakin**  
Faculty Head

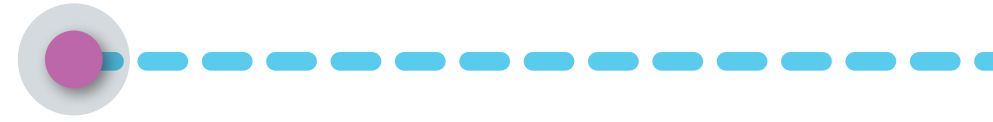
Engineering & Sustainability

**Ntsie Sefuthi**  
Programme Manager



NATED Engineering & Sustainability

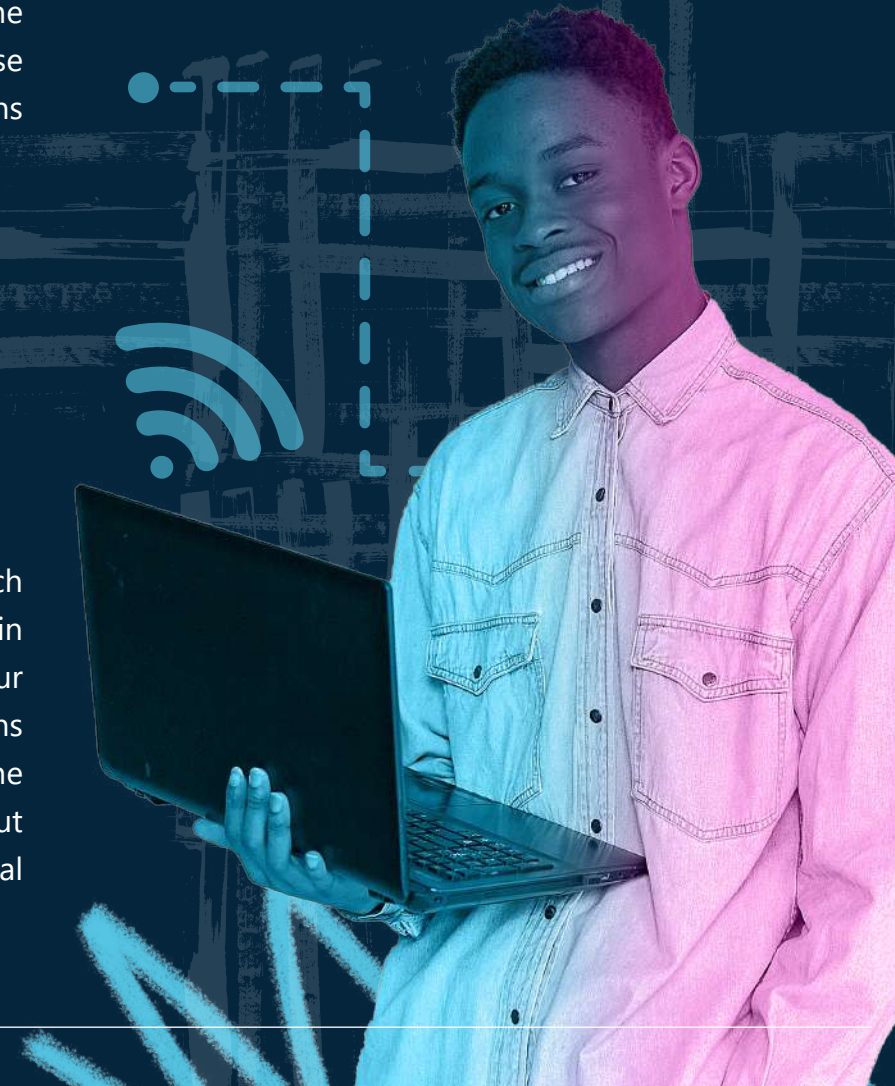
# IT FACULTY INTRODUCTION



The Information Technology (IT) faculty at our institution offers a comprehensive range of qualifications and programmes designed to equip students with the essential IT skills needed for success in the Fourth Industrial Revolution (4IR). Our faculty provides two primary forms of study: occupational and higher education. Occupational studies include programmes such as Computer Technician and Cloud Administrator, Software Developer, Software Engineer, Internet of Things Developer, Cybersecurity Analyst, Data Science Practitioner and AI Software Developer. On the other hand, the Diploma in IT Network Design and Administration falls under the category of Higher Education. Students enrolled in these programmes have access to a variety of international certifications relevant to their field of study. These certifications further enhance their credentials and prepare them for success in the global IT industry.

**“The IT Faculty Vision is to be the leader in the learning delivery of innovative IT technology to students at all vocational and higher education NQF levels within the SAQA (South African Qualifications Authority) structure with a strong global research contribution.”**

Our faculty is dedicated to fostering collaboration with industry leaders such as Microsoft, AWS, and other renowned tech experts. Through these partnerships, students benefit from hands-on experience with cutting-edge technology and gain valuable insights into industry best practices. The credibility of our vendor-related products and the success stories of our alumni serve as a testament to the effectiveness of our programmes. By combining nationally recognized qualifications with internationally recognized certifications, we ensure that our graduates are well-prepared for the challenges of the modern workplace. At our faculty, we are committed to producing graduates who are not only technically proficient but also globally competitive. Whether pursuing careers as IT professionals, entrepreneurs, or furthering their educational pursuits, our students are equipped to thrive in today's rapidly evolving IT landscape.



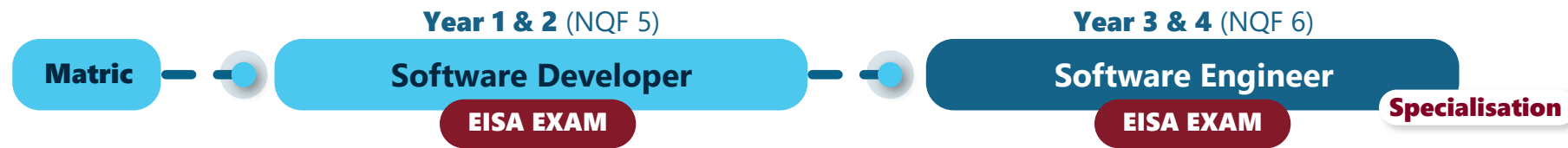
# IT FACULTY PATHWAYS

## IT Cloud and Security Engineer Study Path

**Occupational**



## Programming Study Path **Occupational**



# CLOUD ADMINISTRATOR



## MODE OF STUDY

Day Classes (Full time)  
Evening Classes (Part time)



## DURATION

1 year

Cloud Administrators handle both traditional networks and cloud systems in a company. They manage setup, security, and performance, using automation tools and scripts to streamline operations and fix issues. Their role includes implementing security measures and innovating technology infrastructure. Step into the future with our Cloud Administrator programme! You'll be the tech wizard ensuring everything digital runs smoothly and securely. From setting up networks to mastering cloud systems with the coolest automation tools, your skills will keep businesses thriving in the digital age.

Year 1 (NQF 4)

Grade 11/  
Matric

Cloud Administrator

EISA EXAM

Year 2 (NQF 5)

Cybersecurity Analyst

EISA EXAM

## ADMISSION REQUIREMENTS

The minimum entry requirement for this qualification is: NQF level 3 qualification

## INTERNATIONAL EXAMS

- CompTIA Cloud+
- AZ-104 Azure Administrator

### Students Own Account

- AWS Practitioner
- CompTIA A+((220-1101, 220-1102)

## ASPIRE TO BE

- Cloud Administrator
- Cloud Security Administrator
- AWS Practitioner
- IT Support Administrator
- Data Center Technician
- Help Desk Analyst
- Microsoft Azure Administrator

 [CLICK HERE](#) to view the **FULL FACT SHEET!**



# Occupational Certificate: **Cloud Administrator**

Year 1	
<b>Modules</b>	<p><b>Semester 1:</b>  <b>ICC411:</b> Introduction to Cloud Computing  <b>CF411:</b> Cloud Fundamentals  <b>FIR411:</b> Industry 4.0</p> <p><b>Semester 2:</b>  <b>CSG412:</b> Cloud Security &amp; Governance  <b>CDB412:</b> Cloud Databases  <b>CCP412:</b> Cloud Computing Platforms</p>
<b>National Qualification</b>	<b>Occupational Certificate: Cloud Administrator (SAQA ID: 118699, NQF 4, 149 Credits)</b>
<b>International Certifications</b>	<p><b>Included in price:</b></p> <ul style="list-style-type: none"> <li>• CompTIA Cloud+</li> <li>• AZ-104 Azure Administrator</li> </ul> <p><b>Optional Exams:</b> (*for student's own account)</p> <ul style="list-style-type: none"> <li>• AWS Practitioner</li> <li>• CompTIA A+(220-1101, 220-1102)</li> </ul>
<b>Entrance requirements</b>	The minimum entry requirement for this qualification is: NQF level 3 qualification



## Bring Your Own Device:

All CTU students need access to our digital library, prescribed books, and online learning platforms. To meet these requirements, you must bring your own device - a laptop with unlimited data for both on and off-campus use.

**CLICK HERE** to view our Device Specifications, Stationery Requirements And Book List 2025



# SOFTWARE DEVELOPER



## MODE OF STUDY

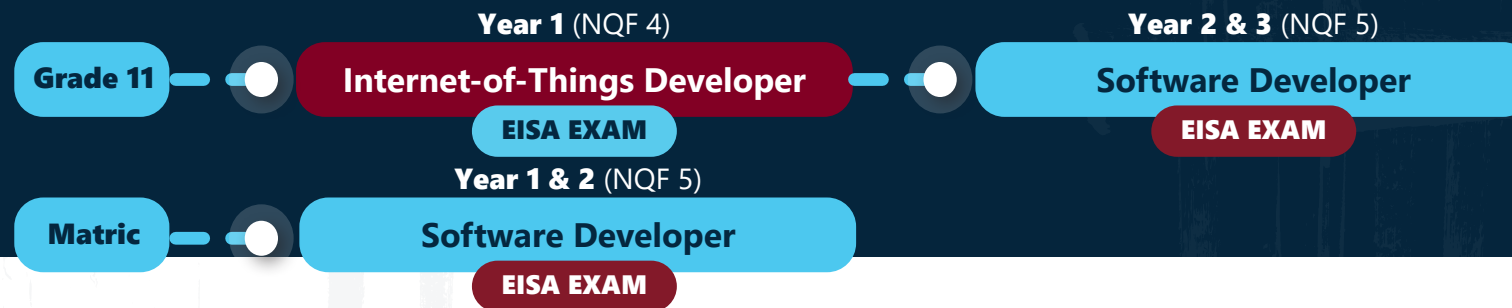
Day Classes (Full time)  
Evening Classes (Part time)



## DURATION

2 years

Dive into the art of coding, where you'll bring software solutions to life from the ground up. Whether it's crafting the next hit app or developing software that solves real-world problems, you'll learn to analyze requirements, code flawlessly, and refine applications to perfection.



## ADMISSION REQUIREMENTS

The minimum entry requirement for this qualification is:  
NQF level 4 qualification (Grade 12/NSC)

## INTERNATIONAL EXAMS

- AZ-204: Developing Solutions for Microsoft Azure
- AZ-900: Microsoft Azure Fundamentals
- AZ-400: Designing and Implementing Microsoft DevOps Solutions

 [CLICK HERE](#) to view the **FULL FACT SHEET!**

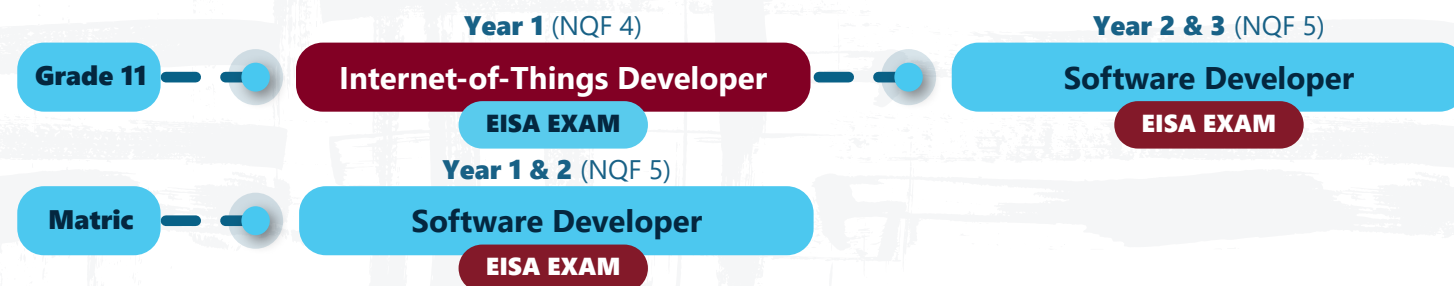
## ASPIRE TO BE

- Software Developer/Engineer
- Front-End Developer
- Back-End Developer
- Full-Stack Developer
- Mobile App Developer
- DevOps Engineer



# Occupational Certificate: **Software Developer**

	Year 1	Year 2
Modules	<b>Semester 1:</b> <b>CPM511:</b> Computer Architecture <b>GAG511:</b> Data Governance <b>DAV511:</b> Data Visualization  <b>Semester 2:</b> <b>LOT512:</b> Logical Thinking <b>COT512:</b> Computing Theory <b>WEB512:</b> Web Development	<b>Semester 1:</b> <b>DAB511:</b> Databases <b>PRG511:</b> Programming  <b>Semester 2:</b> <b>DAM512:</b> Data Modelling <b>INR512:</b> Industrial Revolutions
National Qualification	<b>Occupational Certificate: Software Developer (SAQA ID: 118707, NQF 5, 220 Credits)</b>	
International Certifications	<b>Included in price:</b> <ul style="list-style-type: none"> <li>AZ-204: Developing Solutions for Microsoft Azure</li> <li>AZ-900: Microsoft Azure Fundamentals</li> </ul> <b>Optional Exams:</b> (*for student's own account) <ul style="list-style-type: none"> <li>AWS Cloud Practitioner</li> </ul>	<b>Included in price:</b> <ul style="list-style-type: none"> <li>AZ-400: Designing and Implementing Microsoft DevOps Solutions</li> </ul> <b>Optional Exams:</b> (*for student's own account) <ul style="list-style-type: none"> <li>CompTIA Data+</li> <li>AI-900: Azure AI Fundamentals</li> <li>AI-102: Designing and Implementing a Microsoft Azure AI Solution</li> </ul>
Entrance requirements	The minimum entry requirement for this qualification is: NQF level 4 qualification (Grade 12/NSC) and CAT/Computer Science highly recommended.	



# DESIGN FACULTY INTRODUCTION

The design faculty is committed to being an innovative and student-centred faculty that strives to create an enabling environment where education, research, service excellence, teaching, and learning are promoted to establish CTU Training Solutions as the preferred higher education institution. The design faculty offers qualifications to prepare students for an exciting and challenging industry. The faculty is committed to creating a creative environment to foster the development of students' skills and competencies that will enable them to be competitive in a contemporary design industry.

“ *The Design Faculty Vision aims to be a leading provider of design education in South Africa.* ”

**A compulsory yearly Adobe CC subscription is needed  
(R4225 [for the student's own account])**



# DESIGN FACULTY PATHWAYS

## School of Design & Draughting Study Path

Year 1 (NQF 4)

Matric

Computer Aided Drawing Office Practice

(with vendor-specific short course and certification in  
Computer Aided Draughting & Design)

Year 1 (NQF 5)

Matric

Architectural Draughtsperson

Year 1 (NQF 4)

Matric

Computer Aided Drawing Office Practice

(with vendor-specific short course and certification in  
Computer Aided Draughting & Design)

Year 2 (NQF 5)

Architectural Draughtsperson



# Computer Aided Drawing Office Practice (CAD)

(with vendor-specific short course and certification in **Computer Aided Draughting & Design**)



## MODE OF STUDY

Day Classes (Full time)  
Evening Classes (Part time)



## DURATION

1 Year

As the world moves forward into a globally competitive market, trends, designs & developments are changing daily. Architects, engineers, designers, manufacturers & shop fitters are now using AutoCAD, Revit and Inventor, making computer aided drawing (CAD) operators a much needed commodity. A CAD operator visualises a given sketch of an idea into a computer aided drawing (CAD) 2-dimensional drawing through to a 3-dimensional computer aided drawing (CAD) model.

Year 1 (NQF 4)

Matric

Computer Aided Drawing  
Office Practice (CAD)

Year 1 (NQF 4)

Matric

Computer Aided Drawing  
Office Practice (CAD)

Year 2 (NQF 5)

Architectural Draughtsperson

## ADMISSION REQUIREMENTS

The minimum entry requirement for this qualification is:  
FA National Senior Certificate (NSC) or equivalent  
qualification with Mathematics or Mathematical Literacy

## INTERNATIONAL EXAMS

Year 1

- AutoCAD User

Students Own Account

- Revit User
- Inventor User

## ASPIRE TO BE

- Architectural / Civil Draughtsman
- Mechanical Draughtsman
- Building & Site Surveyor
- CAD Operator
- Architectural Detailer
- Visual 3D Modeller



[CLICK HERE](#) to view the  
**FULL FACT SHEET!**



# FET Certificate: **Computer Aided Drawing Office Practice (CAD)**

	Year 1
Modules	<p><b>DT411:</b> Design Theory 1  <b>SW411:</b> Studio Work 1A  <b>CA411:</b> Computer Applications 1A  <b>FDM411:</b> Fundamentals A  <b>DOP412:</b> Drawing Office Practice 1  <b>CA412:</b> Computer Applications 1B  <b>SW412:</b> Studio Work 1B  <b>CM412:</b> Construction Materials 1</p>
National Qualification	<p><b>FET Certificate: Computer Aided Drawing Office Professional (SAQA ID: 66071, NQF 4, 131 Credits)</b></p>
International Certifications	<p><b>Included in price:</b></p> <ul style="list-style-type: none"> <li>Autodesk Certified User AutoCAD User</li> </ul> <p><b>Optional Exams:</b> (<i>*for student's own account</i>)</p> <ul style="list-style-type: none"> <li>Autodesk Certified User Revit Architecture</li> <li>Autodesk Certified User Inventor</li> </ul>
Entrance requirements	<p>National Senior Certificate (NSC) or equivalent qualification with Mathematics/Mathematical Literacy or Technical Mathematics</p>

## Year 1 (NQF 4)

Matric

**Computer Aided Drawing Office Practice**

(with vendor-specific short course and certification in **Computer Aided Draughting & Design**)

## Year 1 (NQF 4)

Matric

**Computer Aided Drawing Office Practice**

(with vendor-specific short course and certification in **Computer Aided Draughting & Design**)

## Year 2 (NQF 5)

**Architectural Draughtsperson**



## Bring Your Own Device:

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# Architectural Draughtsperson



## MODE OF STUDY

Day Classes (Full time)



## DURATION

1 year

Got an eye for detail and a passion for turning ideas into reality? As an Architectural Draughtsperson, you'll bring buildings to life through technical drawings and digital designs that support architects and engineers. Master industry-standard software, create legislative-compliant architectural plans, and refine your detailing techniques—all while preparing for a dynamic career in the built environment. Whether you're shaping city skylines or designing dream homes, this qualification is your blueprint for success!

Year 1 (NQF 5)

Matric

Architectural Draughtsperson

*\*Available at the following campuses: Bloemfontein, Boksburg, Century City, Menlyn, Roodepoort, Stellenbosch and Three Rivers*

## ADMISSION REQUIREMENTS

The minimum entry requirement for this qualification is:  
NQF level 4 qualification with Pure Mathematics

## INTERNATIONAL EXAMS

- AutoCAD User exam

### Students Own Account

- Revit User Exam

## ASPIRE TO BE

- **Architectural Draughtspersons**  
(will need to be registered with SACAP)
- **Building Design Consultants**
- **Freelance Draughtspersons**
- **3D Visualizers and 3D Modellers**
- **Urban Design Assistant or Assistant Town Planner**



[CLICK HERE](#) to view the **FULL FACT SHEET!**

# Higher Occupational Certificate: **Architectural Draughtsperson**

Year 1	
Modules	<b>CAP511:</b> Computer Application <b>OPR511:</b> Office Practice and Legal Requirements <b>WFA511:</b> Workplace Fundamentals <b>ADD511:</b> Architectural Design <b>CDA511:</b> Contract Documentation and Administration <b>ADT511:</b> Architectural Technology
National Qualification	<b>Higher Occupational Certificate: Architectural Draughtsperson (SAQA ID: 121692, NQF 5, 120 Credits)</b>
International Certifications	<b>Included in price:</b> <ul style="list-style-type: none"><li>• AutoCAD User exam</li></ul> <b>Optional Exams:</b> ( <i>*for student's own account</i> ) <ul style="list-style-type: none"><li>• Revit User Exam</li></ul>
Entrance requirements	The minimum entry requirement for this qualification is: NQF level 4 qualification with Pure Mathematics



## Bring Your Own Device:

All CTU students need access to our digital library, prescribed books, and online learning platforms. To meet these requirements, you must bring your own device - a laptop with unlimited data for both on and off-campus use.

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### Year 1 (NQF 5)

Matric

**Architectural Draughtsperson**

# BUSINESS MANAGEMENT & HUMANITIES FACULTY INTRODUCTION

The Business Management and Humanities faculty offers qualifications that aim to prepare students within various fields of business and management environments. CTU business and management students are equipped with the skills of critical thinking, effective communication, and social responsiveness.

“*The Business Management & Humanities Faculty Vision aims to create an exceptional educational experience in a business and management context.*”

The business and management faculty is committed to creating a stimulating environment to promote the development of students' knowledge at the business and management environment.



# BUSINESS MANAGEMENT & HUMANITIES FACULTY PATHWAYS

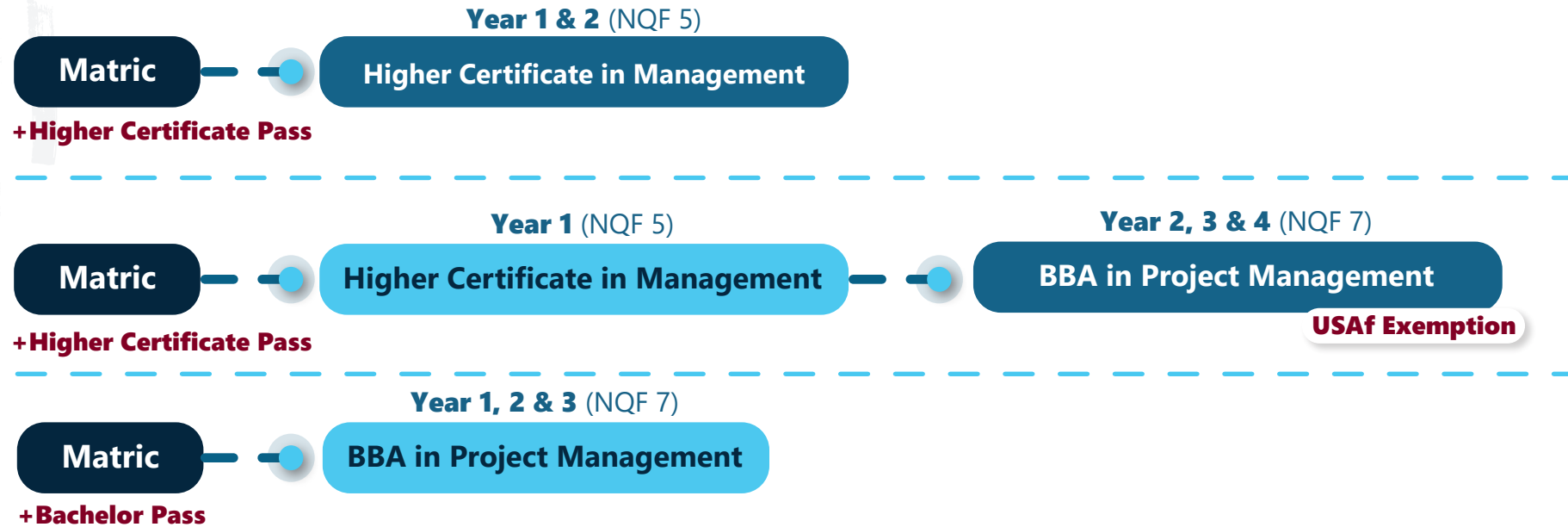
## School of Business & Management Study Paths



# BUSINESS MANAGEMENT & HUMANITIES FACULTY PATHWAYS

## School of Business & Management Study Paths

### Higher Education Pathways



# Human Resource Management



## MODE OF STUDY

Day Classes (Full time)  
Evening Classes (Part time)  
Distance Learning



## DURATION

18 Months  
+ 18 Months  
(In-Service Training)

Ready to step into the world of Human Resource Management? Buckle up for a journey where every day brings new challenges and opportunities! From staffing to labour relations, our programme has you covered. Get ready to sharpen your skills, make connections, and dive into the exciting world of HR.

## ADMISSION REQUIREMENTS

The minimum entry requirement for this qualification is:

Grade 12 (Pure Mathematics/Mathematics Literacy and Physical Science); National Senior Certificate (NSC); Level 4 NCV; Recognition of Prior Learning (RPL); N3 Certificate in Human Resource Management.

## INTERNATIONAL EXAMS

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint

 [CLICK HERE to view the FULL FACT SHEET!](#)



## ASPIRE TO BE

- HR Manager
- Personnel Manager
- Employment\Recruitment Manager
- Placement Officer



# National N Diploma: Human Resource Management N4-N6

	Year 1	Year 2	National N Diploma
Modules	<p><b>EBM411:</b> Entrepreneurship &amp; Business Management N4</p> <p><b>MCOM411:</b> Management Communication N4</p> <p><b>PSM411:</b> Personnel Management N4</p> <p><b>COP411:</b> Computer Practice N4</p> <p><b>PSM511:</b> Personnel Management N5</p> <p><b>PST511:</b> Personnel Training N5</p> <p><b>COP511:</b> Computer Practice N5</p> <p><b>LBR511:</b> Labour Relations N5</p>	<p><b>PSM611:</b> Personnel Management N6</p> <p><b>PST611:</b> Personnel Training N6</p> <p><b>COP611:</b> Computer Practice N6</p> <p><b>LBR611:</b> Labour Relations N6</p>	
Examination	<p><b>Examination:</b> Department of Higher Education &amp; Training (DHET) is the only examination body responsible to set and administer National Examinations. Only students who have registered and complied with the administration requirement will be allowed to write examination.</p>	<p><b>Examination:</b> Department of Higher Education &amp; Training (DHET) is the only examination body responsible to set and administer National Examinations. Only students who have registered and complied with the administration requirement will be allowed to write examination.</p>	
National Qualification	<p><b>National Certificate:</b> N4 Human Resource Management (SAQA ID 66873, NQF Level 5)</p> <p><b>National Certificate:</b> N5 Human Resource Management (SAQA ID 66953, NQF Level 5)</p> <p><b>Certificates and Diplomas are issued by the DHET.</b></p> <p><i>The release of statements of results and certificates are dependent on the DHET timeline.</i></p>	<p><b>National Certificate:</b> N6 Human Resource Management (SAQA ID 66997, NQF Level 5)</p> <p><b>Certificates and Diplomas are issued by the DHET.</b></p> <p><i>The release of statements of results and certificates are dependent on the DHET timeline.</i></p>	<p><b>National N Diploma:</b> Human Resource Management (NQF Level 6). SAQA ID 90674</p> <p><b>Diplomas are issued by the DHET.</b></p> <p>After the successful achievement of the N6 National Certificate, it is compulsory for students to complete 18 months In-Service Training in order to obtain a National N Diploma. <i>Please refer to the Work Integrated Learning Policy for detail regarding the In-Service Training.</i></p>
International Certification	<p>On successful completion of the international exams the student will be certified in:</p> <p><b>MS Word</b></p> <p><b>MS Excel</b></p>	<p>On successful completion of the international exams the student will be certified in:</p> <p><b>MS PowerPoint</b></p>	
Entrance Requirements	Grade 12 - National Senior Certificate (NSC); N3 Certificate; Level 4 NCV; Recognition of Prior Learning (RPL)	National Certificate: N5 Human Resource Management (SAQA ID 66953, NQF Level 5)	National Certificate: N6 Human Resource Management (SAQA ID 66997, NQF Level 5)



# Business Management



## MODE OF STUDY

Day Classes (Full time)  
Evening Classes (Part time)



## DURATION

18 Months  
+ 18 Months  
(In-Service Training)

This qualification enhances student's ability to apply management principles in decision-making and identifying critical success factors for small business management and better performance in the business environment. This programme is a diversified major designed for students who need a broad background, whether for managing businesses of their own or for taking a position with a large business where they will receive more specialised training. The design of the qualification is such that if taken sequentially with related N courses i.e., N4 - N6, it enables learners to progressively obtain the National N Diploma once the required practical work component is completed.

## ADMISSION REQUIREMENTS

The minimum entry requirement for this qualification is:

Grade 12 (Pure Mathematics/Mathematics Literacy and Physical Science); National Senior Certificate (NSC); Level 4 NCV; Recognition of Prior Learning (RPL); N3 Certificate in Human Resource Management.

## INTERNATIONAL EXAMS

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint

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## ASPIRE TO BE

- Government Sector
- Management Consulting
- Entrepreneurship & Project Management
- Banking Sector
- Sectors of Retail and Consumer

6 Months (NQF 5)

Business  
Management N4

6 Months (NQF 5)

Business  
Management N5

6 Months (NQF 5)

Business  
Management N6

(NQF 6)

National N  
Diploma

18 Months

In-Service  
Training



# National N Diploma: Business Management N4-N6

	Year 1	Year 2	National N Diploma
Modules	Entrepreneurship & Business Management N4 Computer Practice N4 Management Communication N4 Introductory Accounting N4 Entrepreneurship & Business Management N5 Computer Practice N5 Sales Management N5 Economics N4	Entrepreneurship & Business Management N6 Computer Practice N6 Sales Management N6 Economics N5	
	<b>Examination:</b> Department of Higher Education & Training (DHET) is the only examination body responsible to set and administer National Examinations. Only students who have registered and complied with the administration requirement will be allowed to write examination.	<b>Examination:</b> Department of Higher Education & Training (DHET) is the only examination body responsible to set and administer National Examinations. Only students who have registered and complied with the administration requirement will be allowed to write examination.	
National Qualification	<b>National Certificate:</b> N4 Business Management (SAQA ID 66871, NQF Level 5) <b>National Certificate:</b> N5 Business Management (SAQA ID 66929, NQF Level 5) <b>Certificates and Diplomas are issued by the DHET.</b> <i>The release of statements of results and certificates are dependent on the DHET timeline.</i>	<b>National Certificate:</b> N6 Business Management (SAQA ID 66995, NQF Level 5) <b>Certificates and Diplomas are issued by the DHET.</b> <i>The release of statements of results and certificates are dependent on the DHET timeline.</i>	<b>National N Diploma:</b> Business Management (NQF Level 6). SAQA ID 90674 <b>Diplomas are issued by the DHET.</b> After the successful achievement of the N6 National Certificate, it is compulsory for students to complete 18 months In-Service Training in order to obtain a National N Diploma. Please refer to the Work Integrated Learning Policy for detail regarding the In-Service Training.
International Certification	<b>On successful completion of the international exams the student will be certified in:</b> <b>MS Word</b> <b>MS Excel</b>	<b>On successful completion of the international exams the student will be certified in:</b> <b>MS PowerPoint</b>	
Entrance Requirements	Grade 12 (Pure Mathematics/Mathematics Literacy, Business Studies, Economics, & Accounting), NCV Level 4, N3 in the relevant specialisation area, Recognition of Prior Learning (RPL)	National Certificate: N5 Business Management (SAQA ID 66929, NQF Level 5)	National Certificate: N6 Business Management (SAQA ID 66995, NQF Level 5)



# Higher Certificate in Management



## MODE OF STUDY

Day Classes (Full time)  
Evening Classes (Part time)



## DURATION

1 year (Day)  
2 Years (Evening)

This programme is a diversified major designed for students who need a broad background, whether for managing businesses of their own or for taking a position within a large business where they will receive more specialised training. Courses offered in the curriculum help students build skills in strategic management, sales management, organisational design, and entrepreneurship.

Year 1 & 2 (NQF 5)

Matric

Higher Certificate in Management

+Higher Certificate Pass

Year 1 (NQF 5)

Matric

Higher Certificate in Management

+Higher Certificate Pass

Year 2, 3 & 4 (NQF 7)

BBA in Project Management

USAf Exemption

## ADMISSION REQUIREMENTS

The minimum entry requirement for this qualification is:

- A Grade 12 Certificate with admission to Higher Certificate studies.
- Applicants who do not have exemption for Higher Certificate studies on their National Senior Certificate but turn 23 years of age in the year of registration may apply for age exemption
- Applicants who do not possess a National Senior Certificate and are 45 years of age may apply for age exemption.

## INTERNATIONAL EXAMS

- Microsoft PowerPoint

## ASPIRE TO BE

- Junior Management
- Supervisor
- Team Leader
- Managers Assistant
- Office Manager



[CLICK HERE](#) to view the **FULL FACT SHEET!**



# Higher Certificate: Management

## Year 1

<b>Modules</b>	<p><b>Semester 1:</b>  <b>GMP511:</b> General Management Principles  <b>BMP511:</b> Business Management Principles and Practices  <b>CPR511:</b> Effective Communication and Public Relations  <b>HRM511:</b> Human Resource Management and Teamwork  <b>ISP500:</b> Integrated Simulation Project</p> <p><b>Semester 2:</b>  <b>MAM512:</b> Marketing Management  <b>FIN512:</b> Financial Management  <b>BIR512:</b> Business Information Resource Management  <b>ISP500:</b> Integrated Simulation Project</p>
<b>National Qualification</b>	<b>Higher Certificate in Management (SAQA ID: 110786, NQF 5, 120 Credits)</b>
<b>International Certifications</b>	Microsoft PowerPoint
<b>Entrance requirements</b>	<ul style="list-style-type: none"> <li>Applicants who do not have exemption for Higher Certificate studies on their National Senior Certificate but turn 23 years of age in the year of registration may apply for age exemption.</li> <li>Applicants who do not possess a National Senior Certificate and are 45 years of age may apply for age exemption.</li> </ul>



## Bring Your Own Device:

All CTU students need access to our digital library, prescribed books, and online learning platforms. To meet these requirements, you must bring your own device - a laptop with unlimited data for both on and off-campus use.

**CLICK HERE** to view our Device Specifications, Stationery Requirements And Book List 2025

### Year 1 & 2 (NQF 5)

Matric

Higher Certificate in Management

+ Higher Certificate Pass

### Year 1 (NQF 5)

Matric

Higher Certificate in Management

+ Higher Certificate Pass

### Year 2, 3 & 4 (NQF 7)

BBA in Project Management

USAf Exemption

# BBA in Project Management



## MODE OF STUDY

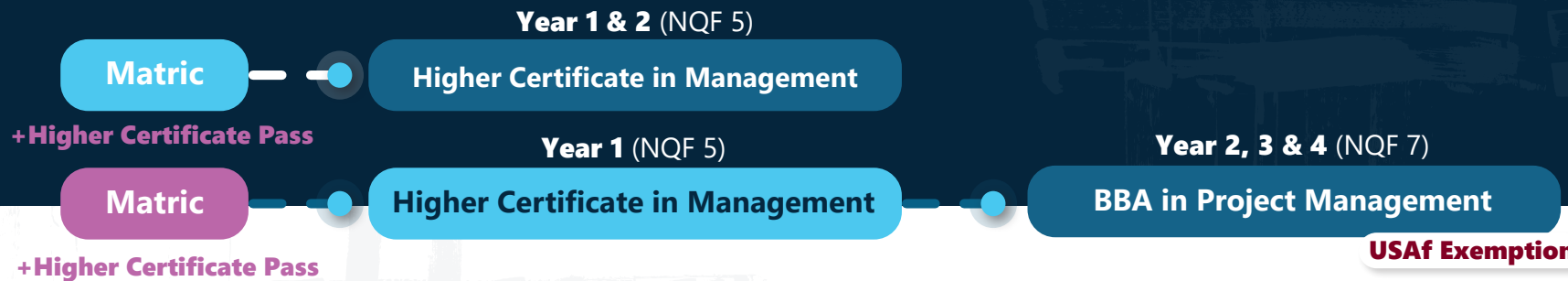
Day Classes (Full time)  
Evening Classes (Part time)



## DURATION

3 years  
4 Years (Evening)

Our Bachelor of Business Administration in Project Management opens doors to exciting opportunities in middle to senior management roles. Dive into a comprehensive programme designed to equip you with the knowledge, theory, and hands-on skills you need to excel in various business environments.



## ADMISSION REQUIREMENTS

The minimum entry requirement for this qualification is: National Senior Certificate, NQF Level 4 granting access to bachelor's studies or Senior Certificate NQF Level 4 with endorsement or National Certificate Vocational, NQF Level 4 granting access to bachelor's studies.

## INTERNATIONAL EXAMS

- Microsoft PowerPoint
- Microsoft Word
- CompTIA Project + (PK0-005)

## ASPIRE TO BE

- Project Administrator
- Project Coordinator
- Senior Project Manager
- Project Analyst
- IT Project Manager
- Financial Project Manager
- Risk Manager

 [CLICK HERE to view the FULL FACT SHEET!](#)



# BBA: Project Management

	Year 1	Year 2	Year 3
Modules	<p><b>Semester 1:</b>  <b>BMG511:</b> Business Management 1A  <b>PMG511:</b> Project Management 1A  <b>IPM511:</b> IT Software Project Management 1A  <b>FPM511:</b> Finance in Project Management 1A  <b>MAC611:</b> Macro-Economic Environment  <b>PCM611:</b> Project Communication Management 1A</p> <p><b>Semester 2:</b>  <b>BMG512:</b> Business Management 1B  <b>PMG512:</b> Project Management 1B  <b>IPM512:</b> IT Software Project Management 1B  <b>FPM512:</b> Finance in Project Management 1B  <b>PCM612:</b> Project Communication Management 1B  <b>MIC612:</b> Micro-Economic Environment</p>	<p><b>Semester 1:</b>  <b>BMG621:</b> Business Management 2A  <b>PMG621:</b> Project Management 2A  <b>IPM621:</b> IT Software Project Management 2A  <b>IMS621:</b> Information Systems 2A  <b>FPM621:</b> Finance in Project Management 2A</p> <p><b>Semester 2:</b>  <b>BMG622:</b> Business Management 2B  <b>PMG622:</b> Project Management 2B  <b>IPM622:</b> IT Software Project Management 2B  <b>IMS622:</b> Information Systems 2B  <b>FPM622:</b> Finance in Project Management 2B</p>	<p><b>Semester 1:</b>  <b>PMG731:</b> Project Management 3A  <b>BSL731:</b> Business Law  <b>IPM731:</b> IT Software Project Management 3A  <b>ORG731:</b> Organisational Studies 3A  <b>RMP731:</b> Research Methodology related to Project</p> <p><b>Semester 2:</b>  <b>PMG732:</b> Project Management 3B  <b>IPM732:</b> IT Software Project Management 3B  <b>ORG732:</b> Organisational Studies 3B  <b>PMR732:</b> Project Management Research Paper</p>
National Qualification	<p>National qualification only obtainable upon completion of the 3rd year.  <b>Bachelor of Business Administration in Project Management (SAQA ID: 117928, NQF 7, 375 Credits)</b></p>		
International Certifications	<p><b>Included in price:</b>            Microsoft Word</p>	<p><b>Included in price:</b>            Microsoft PowerPoint</p>	<p><b>Included in price:</b>  <b>PK0-005</b> CompTIA Project +</p>
Entrance requirements	<ul style="list-style-type: none"> <li>• National Senior Certificate, NQF Level 4 granting access to bachelor's studies.</li> <li>• Or a Senior Certificate, NQF Level 4 with endorsement.</li> <li>• Or a National Certificate Vocational, NQF Level 4 granting access to bachelor's studies.</li> <li>• Or Recognition of prior learning (RPL) may be applied for by applicants who do not meet the entry requirements.</li> </ul>		



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# NATED ENGINEERING FACULTY INTRODUCTION

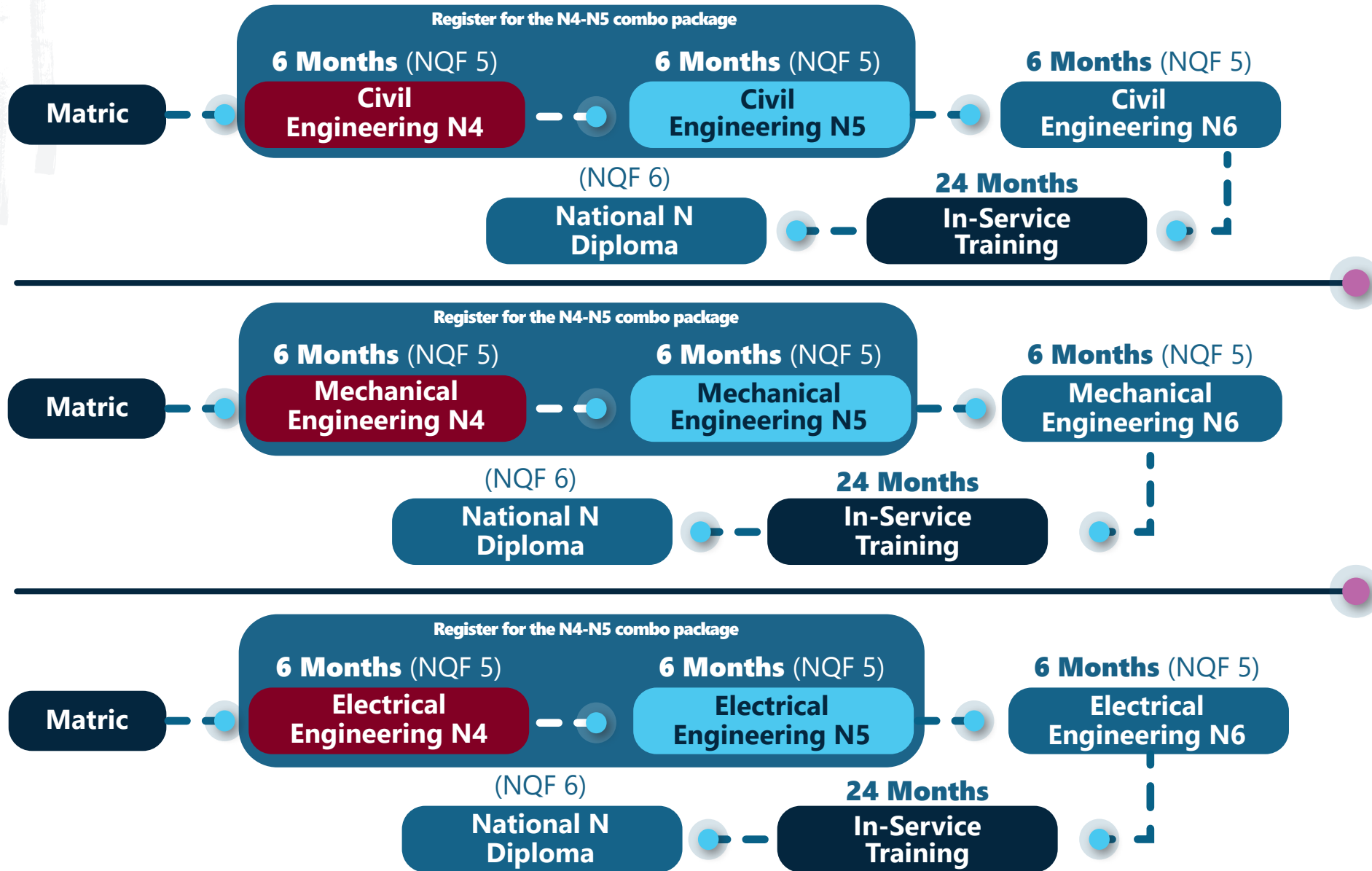
Our NATED engineering faculty is committed to providing students with the technical knowledge and skills they need for global competitive engineering career advancement. We have designed our qualifications to include requirements for coursework in engineering, science, and mathematics. With the NATED engineering qualification, motivated, qualified undergraduates can enhance their academic experience with a range of intellectual opportunities and challenges.

“*The Engineering Faculty Vision is to be a leading choice for passionate minds, offering innovative and high-quality technical & vocational training in Africa.*”

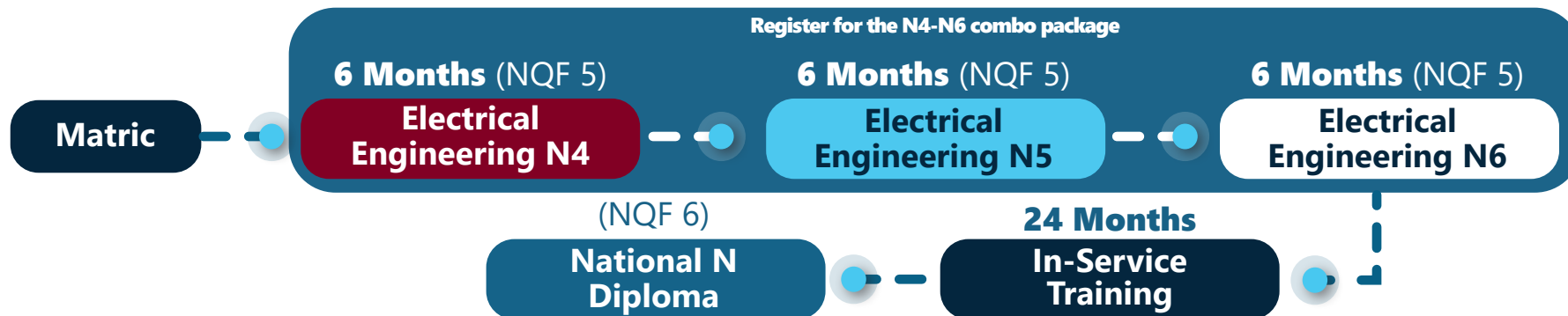
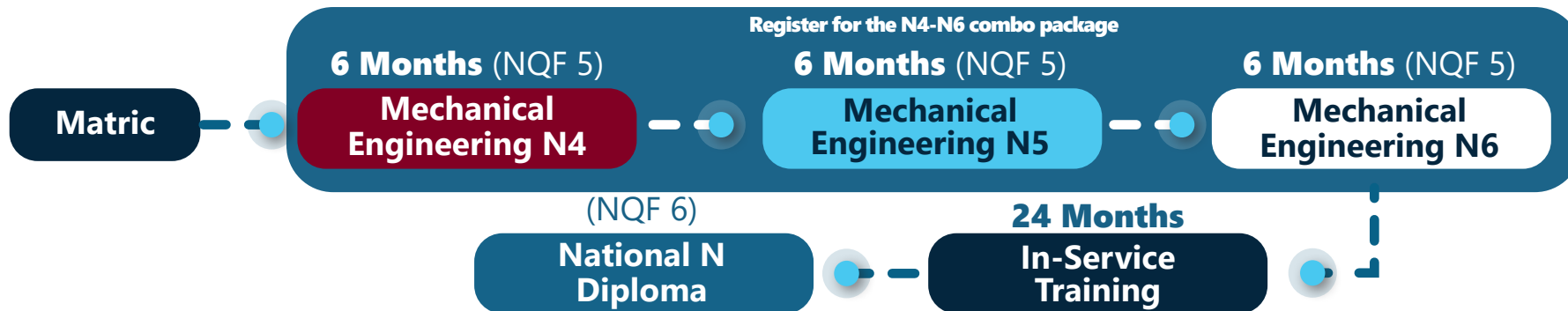
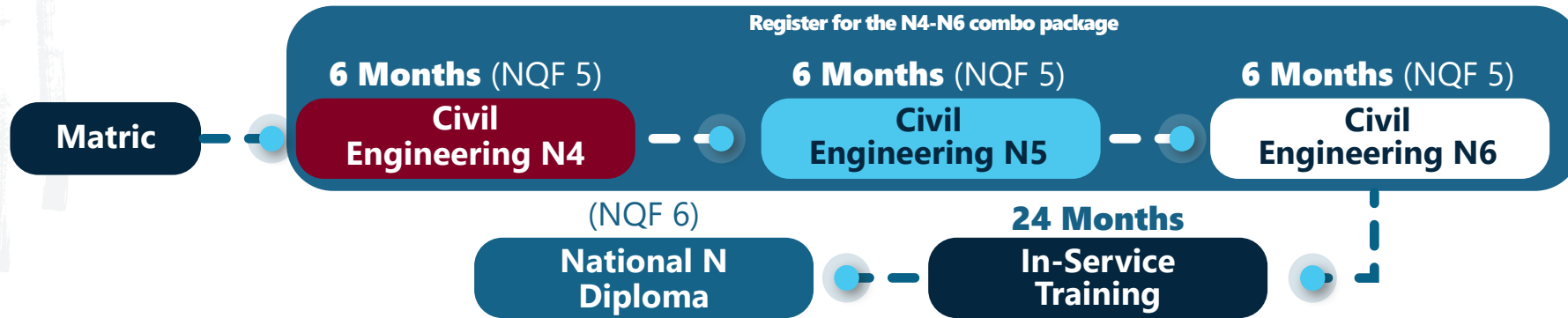
In addition, the programme requires completion of one of three concentrations (civil, mechanical & electrical) that enable students to tailor the programme to meet career goals. NATED's faculty focuses on engineering applications and design considerations. This is done by promoting experiential learning opportunities, engaging students in research, testing, design, and analysis, and ensuring a comprehensive understanding of engineering principles and disciplines. Our faculty nurture students and inspire them to question, and when they get answers, to question again.



# ENGINEERING FACULTY STUDY PATHWAYS



# ENGINEERING FACULTY STUDY PATHWAYS



# Civil Engineering N4-N6



## MODE OF STUDY

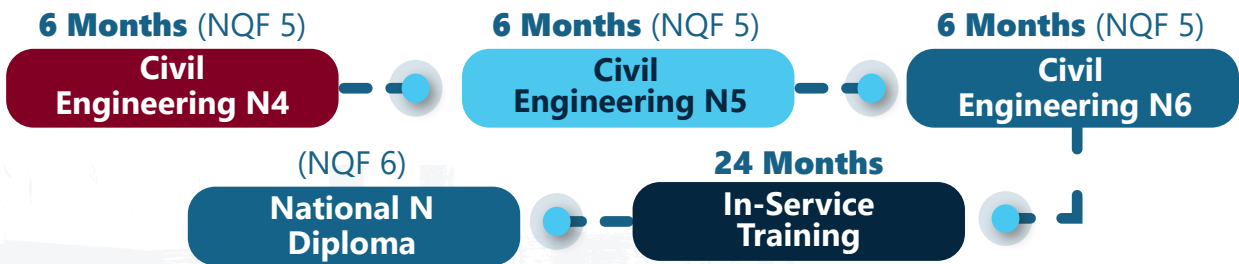
Day Classes (Full time)  
Evening Classes (Part time)



## DURATION

18 Months  
+ 24 Months  
(In-Service Training)

Learn to design and construct structures that shape our world, from buildings to roads and infrastructure. Gain skills in surveying, structural engineering, and environmental considerations for a rewarding career in civil engineering!



## ADMISSION REQUIREMENTS

The minimum entry requirement for this qualification is: Grade 12 (Pure Mathematics/Mathematics Literacy and Physical Science); National Senior Certificate (NSC); Level 4 NCV; Recognition of Prior Learning (RPL); N3 Certificate in Civil Engineering.

## INTERNATIONAL EXAMS

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- AutoCAD User 2025

[CLICK HERE to view the FULL FACT SHEET!](#)

## ASPIRE TO BE

- Civil Engineer
- Structural Engineer
- Project Management
- Road Construction and Maintenance
- Water Resources Engineer



# National N Diploma: **Civil Engineering N4-N6**

	Year 1	Year 2	National N Diploma
Modules	<p><b>BA411:</b> Building Administration N4</p> <p><b>BSS411:</b> Building &amp; Structural Surveying N4</p> <p><b>BSC411:</b> Building &amp; Structural Construction N4</p> <p><b>QS411:</b> Quantity Surveying N4</p> <p><b>BA511:</b> Building Administration N5</p> <p><b>BSS511:</b> Building &amp; Structural Surveying N5</p> <p><b>BSC511:</b> Building &amp; Structural Construction N5</p> <p><b>QS411:</b> Quantity Surveying N5</p> <p><b>CA411:</b> Computer Applications 1A</p>	<p><b>BA611:</b> Building Administration N6</p> <p><b>BSS611:</b> Building &amp; Structural Surveying N6</p> <p><b>BSC611:</b> Building &amp; Structural Construction N6</p> <p><b>QS411:</b> Quantity Surveying N6</p> <p><b>CA411:</b> Computer Applications 1A</p>	
	<p><b>Examination:</b> Department of Higher Education &amp; Training (DHET) is the only examination body responsible to set and administer National Examinations. Only students who have registered and complied with the administration requirement will be allowed to write examination.</p>	<p><b>Examination:</b> Department of Higher Education &amp; Training (DHET) is the only examination body responsible to set and administer National Examinations. Only students who have registered and complied with the administration requirement will be allowed to write examination.</p>	
National Qualification	<p><b>National Certificate:</b> N4 Civil Engineering (SAQA ID 66881, NQF Level 5)</p> <p><b>National Certificate:</b> N5 Civil Engineering (SAQA ID 66960, NQF Level 5)</p> <p><b>Certificates and Diplomas are issued by the DHET.</b></p> <p><i>The release of statements of results and certificates are dependent on the DHET timeline.</i></p>	<p><b>National Certificate:</b> N6 Civil Engineering (SAQA ID 67005, NQF Level 5)</p> <p><b>Certificates and Diplomas are issued by the DHET.</b></p> <p><i>The release of statements of results and certificates are dependent on the DHET timeline.</i></p>	<p><b>National N Diploma:</b> Civil Engineering (NQF Level 6). SAQA ID 90674.</p> <p><b>Diplomas are issued by the DHET.</b></p> <p>After the successful achievement of the N6 National Certificate, it is compulsory for students to complete 24 months In-Service Training in order to obtain a National N Diploma. <i>Please refer to the Work Integrated Learning Policy for detail regarding the In Service Training.</i></p>
International Certifications	<p><b>On successful completion of the international exams the student will be certified in:</b></p> <p><b>MS Word</b></p> <p><b>MS Excel</b></p> <p><b>Optional Exams: (*for student's own account)</b></p> <p><b>AutoCAD User 2025</b></p>	<p><b>On successful completion of the international exams the student will be certified in:</b></p> <p><b>MS PowerPoint</b></p> <p><b>Optional Exams: (*for student's own account)</b></p> <p><b>AutoCAD User 2025</b></p>	
Entrance Requirements	<p>Grade 12 (Pure Mathematics/Mathematics Literacy and Physical Science); National Senior Certificate (NSC); Level 4 NCV; Recognition of Prior Learning (RPL); N3 Certificate in Civil Engineering</p>	<p>National Certificate: N5 Civil Engineering (SAQA ID 66960, NQF Level 5)</p>	<p>National Certificate: N6 Civil Engineering (SAQA ID 67005, NQF Level 5)</p>

# Electrical Engineering N4-N6



## MODE OF STUDY

Day Classes (Full time)  
Evening Classes (Part time)  
Distance Learning



## DURATION

18 Months  
+ 24 Months  
(In-Service Training)

From electrical circuits to computer systems and telecommunications, electrical engineers play a vital role in shaping our technological landscape. Dive into the study of electrical systems, instrumentation, controls, and electronics as you prepare for an exciting career in electrical engineering.

6 Months (NQF 5)

Electrical Engineering N4

6 Months (NQF 5)

Electrical Engineering N5

6 Months (NQF 5)

Electrical Engineering N6

(NQF 6)

National N Diploma

24 Months

In-Service Training

## ADMISSION REQUIREMENTS

The minimum entry requirement for this qualification is: Grade 12 (Pure Mathematics and Physical Science); National Senior Certificate (NSC); Level 4 NCV; Recognition of Prior Learning (RPL); N3 Certificate in Electrical Engineering.

## INTERNATIONAL EXAMS

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- AutoCAD User 2025



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## ASPIRE TO BE

- Power Systems Engineer
- Instrumentation Technician
- Control Systems Engineer
- Electrical & Circuit Design Engineer
- Electrical Technician



# National N Diploma: **Electrical Engineering N4-N6**

	Year 1	Year 2	National N Diploma
Modules	<p><b>EMG411:</b> Engineering Mathematics N4</p> <p><b>ENS411:</b> Engineering Science N4</p> <p><b>IEE411:</b> Industrial Electronics N4</p> <p><b>EET411:</b> Electrotechnics N4</p> <p><b>EMG511:</b> Engineering Mathematics N5</p> <p><b>POM511:</b> Power Machines N5</p> <p><b>IEE511:</b> Industrial Electronics N5</p> <p><b>EET511:</b> Electrotechnics N5</p> <p><b>CA411:</b> Computer Applications 1A</p>	<p><b>EMG611:</b> Engineering Mathematics N6</p> <p><b>POM611:</b> Power Machines N6</p> <p><b>IEE611:</b> Industrial Electronics N6</p> <p><b>EET611:</b> Electrotechnics N6</p> <p><b>CA411:</b> Computer Applications 1A</p>	
	<p><b>Examination:</b> Department of Higher Education &amp; Training (DHET) is the only examination body responsible to set and administer National Examinations. Only students who have registered and complied with the administration requirement will be allowed to write examination.</p>	<p><b>Examination:</b> Department of Higher Education &amp; Training (DHET) is the only examination body responsible to set and administer National Examinations. Only students who have registered and complied with the administration requirement will be allowed to write examination.</p>	
National Qualification	<p><b>National Certificate:</b> N4 Electrical Engineering (SAQA ID 66881, NQF Level 5)</p> <p><b>National Certificate:</b> N5 Electrical Engineering (SAQA ID 66960, NQF Level 5)</p> <p><b>Certificates and Diplomas are issued by the DHET.</b></p> <p><i>The release of statements of results and certificates are dependent on the DHET timeline.</i></p>	<p><b>National Certificate:</b> N6 Electrical Engineering (SAQA ID 67005, NQF Level 5)</p> <p><b>Certificates and Diplomas are issued by the DHET.</b></p> <p><i>The release of statements of results and certificates are dependent on the DHET timeline.</i></p>	<p><b>National N Diploma:</b> Electrical Engineering (NQF Level 6). SAQA ID 90674.</p> <p><b>Diplomas are issued by the DHET.</b></p> <p>After the successful achievement of the N6 National Certificate, it is compulsory for students to complete 24 months In-Service Training in order to obtain a National N Diploma. <i>Please refer to the Work Integrated Learning Policy for detail regarding the In Service Training.</i></p>
International Certifications	<p><b>On successful completion of the international exams the student will be certified in:</b></p> <p><b>MS Word</b></p> <p><b>MS Excel</b></p> <p><b>Optional Exams:</b> (*for student's own account)</p> <p><b>AutoCAD User 2025</b></p>	<p><b>On successful completion of the international exams the student will be certified in:</b></p> <p><b>MS PowerPoint</b></p> <p><b>Optional Exams:</b> (*for student's own account)</p> <p><b>AutoCAD User 2025</b></p>	
Entrance Requirements	<p>Grade 12 (Pure Mathematics/Mathematics Literacy and Physical Science); National Senior Certificate (NSC); Level 4 NCV; Recognition of Prior Learning (RPL); N3 Certificate in Electrical Engineering</p>	<p>National Certificate: N5 Electrical Engineering (SAQA ID 66960, NQF Level 5)</p>	<p>National Certificate: N6 Electrical Engineering (SAQA ID 67005, NQF Level 5)</p>

# Mechanical Engineering N4-N6



## MODE OF STUDY

Day Classes (Full time)  
Evening Classes (Part time)



## DURATION

18 Months  
+ 24 Months  
(In-Service Training)

From power systems to aerospace products and manufacturing, mechanical engineers play a vital role in shaping our technological future. Gain expertise in designing and manufacturing mechanical systems for a rewarding career in engineering.

6 Months (NQF 5)

Mechanical Engineering N4

6 Months (NQF 5)

Mechanical Engineering N5

6 Months (NQF 5)

Mechanical Engineering N6

(NQF 6)

National N Diploma

24 Months

In-Service Training

## ADMISSION REQUIREMENTS

The minimum entry requirement for this qualification is: Grade 12 (Pure Mathematics and Physical Science); National Senior Certificate (NSC); Level 4 NCV; Recognition of Prior Learning (RPL); N3 Certificate in Mechanical Engineering.

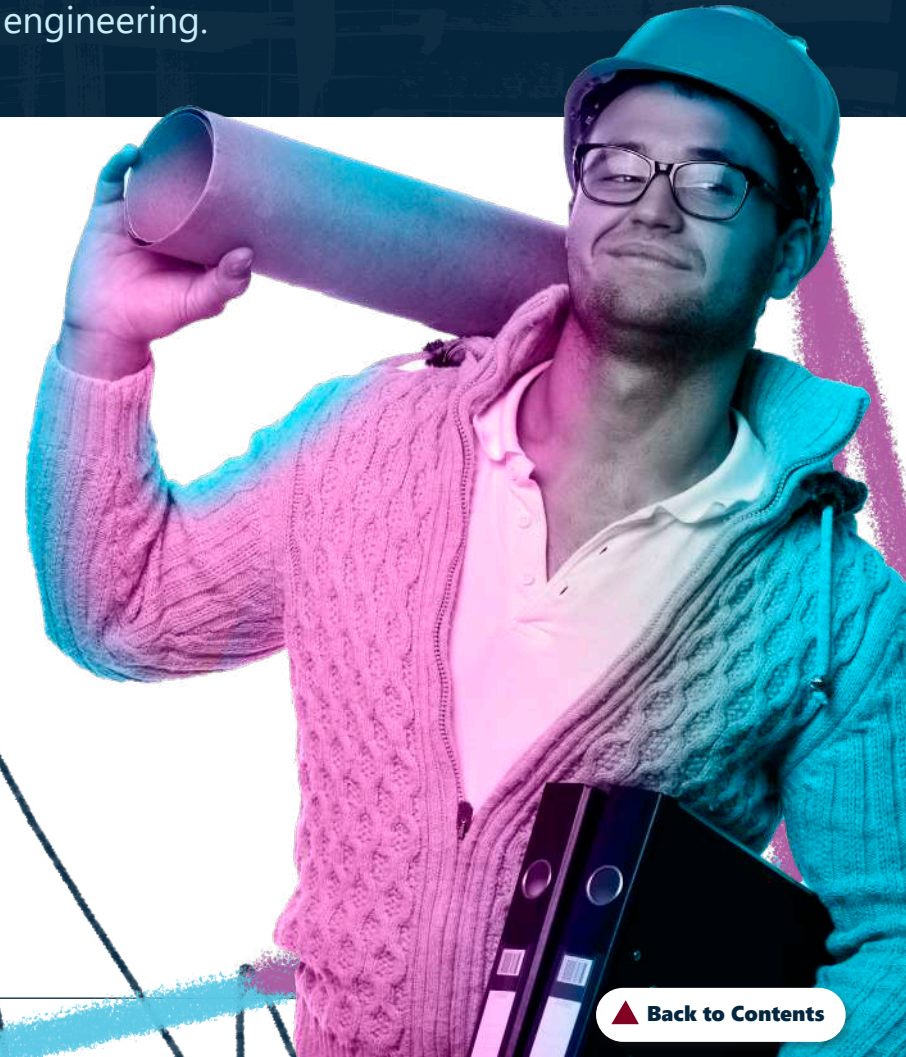
## INTERNATIONAL EXAMS

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- AutoCAD User 2025

[CLICK HERE to view the FULL FACT SHEET!](#)

## ASPIRE TO BE

- Mechanical and Production Design Professional
- Thermal and Energy Systems Technician
- Manufacturing Engineer
- Mechatronics Engineer



# National N Diploma: **Mechanical Engineering N4-N6**

	Year 1	Year 2	National N Diploma
Modules	<p><b>EMG411:</b> Engineering Mathematics N4</p> <p><b>ENS411:</b> Engineering Science N4</p> <p><b>MED411:</b> Mechanical Draughting N4</p> <p><b>MEE411:</b> Mechanotechnics N4</p> <p><b>EMG511:</b> Engineering Mathematics N5</p> <p><b>POM511:</b> Power Machines N5</p> <p><b>MDD511:</b> Mechanical Drawing &amp; Design N5</p> <p><b>MEE511:</b> Mechanotechnics N5</p> <p><b>CA411:</b> Computer Applications 1A</p>	<p><b>EMG611:</b> Engineering Mathematics N6</p> <p><b>POM611:</b> Power Machines N6</p> <p><b>MDD611:</b> Mechanical Drawing &amp; Design N6</p> <p><b>MEE611:</b> Mechanotechnics N6</p> <p><b>CA411:</b> Computer Applications 1A</p>	
Examination	<p><b>Examination:</b> Department of Higher Education &amp; Training (DHET) is the only examination body responsible to set and administer National Examinations. Only students who have registered and complied with the administration requirement will be allowed to write examination.</p>	<p><b>Examination:</b> Department of Higher Education &amp; Training (DHET) is the only examination body responsible to set and administer National Examinations. Only students who have registered and complied with the administration requirement will be allowed to write examination.</p>	
National Qualification	<p><b>National Certificate:</b> N4 Mechanical Engineering (SAQA ID 66881, NQF Level 5)</p> <p><b>National Certificate:</b> N5 Mechanical Engineering (SAQA ID 66960, NQF Level 5)</p> <p><b>Certificates and Diplomas are issued by the DHET.</b></p> <p><i>The release of statements of results and certificates are dependent on the DHET timeline.</i></p>	<p><b>National Certificate:</b> N6 Mechanical Engineering (SAQA ID 67005, NQF Level 5)</p> <p><b>Certificates and Diplomas are issued by the DHET.</b></p> <p><i>The release of statements of results and certificates are dependent on the DHET timeline.</i></p>	<p><b>National N Diploma:</b> Mechanical Engineering (NQF Level 6). SAQA ID 90674.</p> <p><b>Diplomas are issued by the DHET.</b></p> <p>After the successful achievement of the N6 National Certificate, it is compulsory for students to complete 24 months In-Service Training in order to obtain a National N Diploma. <i>Please refer to the Work Integrated Learning Policy for detail regarding the In Service Training.</i></p>
International Certifications	<p><b>On successful completion of the international exams the student will be certified in:</b></p> <p><b>MS Word</b></p> <p><b>MS Excel</b></p> <p><b>Optional Exams: (*for student's own account)</b></p> <p><b>AutoCAD User 2025</b></p>	<p><b>On successful completion of the international exams the student will be certified in:</b></p> <p><b>MS PowerPoint</b></p> <p><b>Optional Exams: (*for student's own account)</b></p> <p><b>AutoCAD User 2025</b></p>	
Entrance Requirements	<p>Grade 12 (Pure Mathematics/Mathematics Literacy and Physical Science); National Senior Certificate (NSC); Level 4 NCV; Recognition of Prior Learning (RPL); N3 Certificate in Mechanical Engineering</p>	<p>National N Certificate: N5 Mechanical Engineering (SAQA ID 66960, NQF Level 5)</p>	<p>National Certificate: N6 Mechanical Engineering (SAQA ID 67005, NQF Level 5)</p>

# UNIVERSITIES SOUTH AFRICA (USAF)

Universities South Africa (USAf) is responsible for assisting students who wish to pursue studies at a South African registered Higher Education Institutions.

## For South African students:

The Matriculation Board primarily assists students who did not achieve a matriculation exemption.

## For Foreign Students:

The Matriculation Board can assist in evaluating your current qualifications to ascertain their suitability for South African universities. If your qualifications do not meet the requirements, the board will guide you on obtaining the necessary exemption. If you have any inquiries regarding your matriculation exemption or need guidance on obtaining one, please visit the Matriculation Board website.

## The Usaf Application Process:

### Applying for an Exemption:

There are various ways in which you can apply for an exemption certificate:

1. **VISIT THE USAF OFFICES:** Offices are located on the first floor, Block E, Hadeffields Office Park, 1267 Pretorius Street, Hatfield, Pretoria. Our office hours are from 07:30 to 15:00.
2. **POST:** Send your correctly certified documents to Universities South Africa (USAf) (Matriculation Board), PO Box 3854 Pretoria, 0001.
3. **COURIER:** Alternatively, you can courier your correctly certified documents to the same address mentioned above.
4. **APPLY ONLINE:** If you prefer, you can apply online. Make sure you have the following documents ready to attach to your application. However, please note that even if you apply online, you'll still need to send us your correctly certified documents by post or courier once you're accepted at a university
5. **Documents required for your application:**
  - a) Proof of Payment
  - b) M30 application form (can be downloaded from our website)
  - c) ID/Passport/Birth Certificate
  - d) Marriage certificate or divorce decree (if applicable)
  - e) School leaving certificates and any post-school qualifications (if applicable)
  - f) Please remember that you'll still need to send us your correctly certified documents by post or courier once you've been accepted at a university.

# UNIVERSITIES SOUTH AFRICA (USAF)

## Important Points:

- ▶ Apply on time; it may take up to 8 weeks to receive the final certificate. A provisional letter will be issued within 3-5 working days after funds reflect in our bank statement, which can be used for admission to universities and other institutions.
- ▶ No exemptions will be granted based on grade 11 results.
- ▶ Documents must be certified by a Notary Public, the Registrar of a South African Public Higher Education Institution, or the SA Embassy/High Commission in a foreign country. Documents certified by a commissioner of oaths will not be accepted.
- ▶ The exemption fee is non-refundable and must be paid upfront. Applications without proof of payment will not be processed.
- ▶ Certificates will not be issued based on faxed, scanned, emailed, or incorrectly certified documents. However, a provisional letter will be provided.
- ▶ Qualifying for a certificate of conditional or complete exemption does not guarantee admission to a university; admission is subject to meeting faculty requirements.

## The Application and Enquiry Process



## What is EISA?

The External Integrated Summative Assessment (EISA) is an integral and critical component of the QCTO's quality assurance system. It is a single national assessment leading to the awarding of an Occupational Certificate. EISA ensures that the assessment of occupational qualifications, part qualifications and trades is standardised, consistent and credible.

For learners to qualify for entry to EISA, they must provide proof of completion of all required knowledge, practical and work experience modules as stipulated in the qualification. The statement of results obtained from the Skills Development Provider serves as proof that the candidate has satisfied all the requirements to be admitted to sit for EISA.



# REGISTRATION PROCESS

(SA citizens only)

## First time application & registration

### Day & Evening Registration

- Your application will be reviewed by the academic department, and you'll receive communication regarding the next steps.
- Once your application is approved, CTU will send you a contract to sign.
- After signing and returning the contract, you'll need to pay the registration fee.
- Upon receipt of payment and processing of the contract, you'll receive a welcome letter with important information for a smooth study experience.

### To apply, please submit (or bring to the campus) certified copies of your:

- ID
- parent/guardian's ID
- Grade 11 results or National Senior Certificate

**CHECK OUT OUR WEBSITE AND CLICK ON "APPLY NOW" TO FILL OUT THE APPLICATION FORM.**

## RPL/RECOGNITION OF PRIOR LEARNING

### What is RPL?

RPL, or Recognition of Prior Learning, is a process that evaluates your knowledge and skills against a qualification. It recognizes learning from informal, non-formal, and formal sources. At CTU, RPL is only available for CTU qualifications.

If you have extensive work experience but don't meet a course's entry requirements, you can apply for "access" to that qualification. This process evaluates your RPL application against the qualification's entry requirements. If granted, you won't receive the lower-level qualification.

You can also apply for "advanced standing" or "credits" if your existing knowledge aligns with certain subjects in a CTU qualification. Recognition might be granted for specific subjects, but you'll need to complete the remaining subjects for the full qualification. Apply for RPL through our CampusOnline platform and submit all required documentation.

## Additional information for prospective evening classes/skills programme students

To enrol in any Skills Programme at CTU Training Solutions, students must have a National Senior Certificate and foundational skills in English and Mathematics at NQF level 4. If you don't have a National Senior Certificate, you'll undergo an assessment by a registered assessor at CTU Training Solutions.

**Students can earn credits and apply for a full qualification by:**

- Working in the relevant industry, and/or
- Compiling a Workplace Experience Portfolio of Evidence.

Part time (evening classes) academic qualifications require a laptop with data to access study material and electronic PoE. Some short courses may also require a device with data; please check with a course consultant.

## International Students

CTU welcomes applications from international students! However, it's important to note that there are rules and regulations about student visas from The Department of Home Affairs that must be followed. Make sure to check out this page before you apply.

**CTU TRAINING SOLUTIONS IS A CASHLESS ENVIRONMENT.**

**CLICK HERE** TO VIEW OUR PAYMENT METHODS HERE

# BANKING DETAILS

<b>Bank:</b>	ABSA
<b>Account Name:</b>	CTU Training Solutions
<b>Branch Code:</b>	632 005
<b>Account Number:</b>	914 540 0025
<b>Type:</b>	Savings

## Reference:

<b>Full time:</b>	Campus, surname, ID number (paying registration/deposit) Campus, surname, student number or account reference (paying instalments)
<b>Part time:</b>	Campus, surname, ID number or account reference

# A to Z Student Support Policies and Student Code of Conduct are Available on CampusOnline

**Accreditation** A process of validation.

It is a process in which evidence of performance is gathered and evaluated against agreed criteria in order to make a judgement as to whether the learning required for the achievement of specific outcomes is taking place. During assessment, an assessor collects evidence to identify the level of knowledge/skills acquired so that he or she can make decisions related to the student and/or the module/learning programme, depending on the purpose of the assessment. All students will be assessed formatively and summatively.

**Assessment**

CTU will:

- Provide information in a variety of locations about our services and how to access them.
- Monitor our provision to ensure that services are responsive to student need and delivered in a timely manner.
- Evaluate our services using subjective and objective measures as appropriate.
- Ensure reception staff will deal with you courteously and make every effort to direct you to the appropriate service.
- Ensure that trained professional staff will deal with your enquiries in an unbiased and confidential manner. Compliment or complaint: customerservice@ctutraining.co.za.
- Respect your privacy and confidentiality at every stage of your contact with us.
- Provide an effective complaints procedure in all services.
- Provide student support that is sustainable and cost-effective.

**Commitment of support**

**Commitment of support**

- Use technology to enhance administrative and educational experiences.
- Provide accurate, timely and up-to-date information to students.
- Aim to provide services to students with disabilities.
- Instil a culture of delivery of quality student support services to be established through adequate and appropriately qualified staff.
- Ensure that learning design actively engages students in the construction of knowledge relevant to their contexts and career and educational goals.

**Counselling support**

CTU understands that certain students deal with various physical or emotional problems and we therefore advise students to get professional counselling to guide and support them. Please obtain the counselling support detail from your academic principal/ColCampus/notice boards.

**Credit Accumulation**

“Credit accumulation” means the totalling of relevant credits required to complete a qualification or a part-qualification. Credit accumulation is the process where students are able to register learning outcomes achieved in one programme at one date and have them counted towards the full programme at a later date. This can take place within sub-systems, for example subject, programme, department, faculty, institution, awarding body, educational sector, occupational sector and/or country.

**Credit Transfer\***

“Credit transfer” means the vertical, horizontal or diagonal relocation of credits towards a qualification or part-qualification on the same or different level, usually between different programmes, departments or institutions. Credit transfer is the process where students are able to register learning outcomes achieved in one programme at one date and have them counted towards another programme at a later date. This transfer can operate between programmes, but more importantly between organisations or sectors.

**Formative Assessment**

Refers to assessment that takes place during the process of learning and teaching.

**HET** Higher Education & Training

**International Exams**

The pass mark for an international preliminary exam is 80%. If a student fails this exam, he/she will not be allowed to write the international exam. The preliminary exam is there to prepare and evaluate the students in preparation for their international exams. Students will be given two attempts at the preliminary exam. After the second failed attempt the campus manager will contact the parents to discuss the academic progress of the student in question.

The pass mark for an international exam depends on the nature and number of the exam, as well as the specific exam provider (e.g. Microsoft, CompTIA, Cisco, Adobe, CIW, Autodesk, etc.).

Should the students fail any one of their international exams and wish to rewrite the international exam, he or she will have to do so in their own time and at their own cost.

# A to Z Student Support Policies and Student Code of Conduct are Available on CampusOnline

<b>International Exams</b>	International exams are scheduled in a specific order (per programme), therefore, a student will not be allowed to continue to the next international exam if he/she did not pass a previous exam as per programme schedule. A student will not be allowed to rewrite an exam which he or she has passed in an attempt to gain a higher mark.
<b>Internship</b>	Practical training while still studying towards - or after obtaining an academic qualification.
<b>Studentship</b>	A work-based route to a qualification. It is a workplace education and training programme comprising of structured practical workplace experience and structured theoretical training.
<b>Learning areas</b>	Subjects/modules.
<b>Lecturer-led/ face-to-face teaching</b>	Studies done in a classroom environment.
<b>National Qualification Requirements</b>	Qualifications are awarded to a student, in his/her specific course based on the following conditions: All fees owed to CTU Training Solutions must have been paid, as per enrolment contract. Student must be found competent on all formative & summative assessments and projects. Workplace Portfolios of Evidence should be completed with required evidence in conjunction with the course-specific qualification requirements.
<b>NQF</b>	The National Qualifications Framework. The objectives of the NQF are designed to contribute to the full personal development of each student and the social and economic development of the nation at large. ( <a href="http://www.nqf.org.za/">http://www.nqf.org.za/</a> )
<b>PoE</b>	Portfolio of Evidence. A PoE is the combined and total proof of applied competence a candidate presents to demonstrate competence.

<b>Private College</b>	Private colleges operate under the prescriptions of Chapter 6 of the Continuing Education and Training Act 16 of 2006. The main purpose of these colleges is to train young school leavers, providing them with the skills, knowledge and attitudes necessary for employment in the labour market.
<b>QAP</b>	Quality Assurance Partner.
<b>Qualification</b>	What you get after the completion of your studies.
<b>Reassessment</b>	Rewrite exam.
<b>Resource Centres</b>	All the CHE campuses also have a resource centre for students available on campus. The resource centre provides the following services to students: <ul style="list-style-type: none"> <li>• Information service (research and provision of information)</li> <li>• Electronic databases (password protected)</li> <li>• Access to O'Reilly Online Library</li> <li>• Online Readings (collection of articles on subject-related topics)</li> <li>• Free Internet access</li> <li>• Additional services such as: <ul style="list-style-type: none"> <li>- Printing</li> <li>- Photocopying</li> </ul> </li> </ul>
<b>RPL</b>	Recognition of Prior Learning. Credit for studies which have already been acquired. Read more in the "Recognition of Prior Learning" section of the prospectus.
<b>SAQA</b>	South African Qualifications Authority
<b>SDP</b>	Skills Development Programme.
<b>SETA</b>	Sector Education and Training Authority.
<b>Summative assessment</b>	The final exam for a certain subject.
<b>Work Integrated learning (WIL)</b>	After the successful achievement of the N6 National Certificate, it is compulsory for students to complete 18 months in-service training in order to obtain a National N Diploma. Students will be required to complete a Workplace Log Book signed off by the appointed workplace mentors. It is the responsibility of the student to identify suitable work placement.

# CERTIFICATIONS, ACCREDITATIONS & REGISTRATIONS

## DHET

CTU Training Solutions is registered with the Department of Higher Education and Training as a Private College in terms of Section 31(6)(a) of the Continuing Education and Training Act, 2006 (Act No 16 of 2006) and Regulation 12(4) (b) of the Regulations of Registration of Private Further Education and Training Colleges, 2007. Registration: 2018/FE07/004. CTU Training Solutions (PTY) Ltd (selected registered campuses) is provisionally registered as a private higher education institution in terms of section 54(3) of the Higher Education Act, 1997 (Act No 101 of 1997), and Regulation 14(4)(b) of the Regulations for the Registration of Private Higher Education Institutions, 2016. (No 2014/HE07/004). (Registered campuses: Bloemfontein, Boksburg, Polokwane, Potchefstroom Pretoria, Stellenbosch.)

## QCTO

The QCTO is one of the three Quality Councils provided for in the National Qualifications Framework Act (NQF Act No 67 of 2008). The QCTO was established under the Skills Development Act as amended in 2008 and became operational on the 1st April 2010 following the publication of Government Gazette No 33059, 1st April 2010.

## Umalusi

Umalusi Council sets and monitors standards for general and further education and training in South Africa in accordance with the National Qualifications Framework Act No 67 of 2008 [as amended] and the General and Further Education and Training Quality Assurance Act No 58 of 2001 [as amended].

## QAP

### MICT SETA

All of the CTU campuses have full accreditation with the MICT SETA. The MICT SETA is a training accreditation body committed to skills development in the ICT (Information and Communications Technology) sector. ACC/2006/07/186.

### CETA SETA

The Construction Education and Training Authority (CETA) is primary objective is to influence the course of training and skills development in construction by ensuring that all training reflects the needs and requirements of the sector. Accreditation number: 5P5994.

### Services SETA

The Services Sector Education and Training Authority (SSETA) is responsible for skills development in the services sector. Approval number: 3805.

### ETDP SETA

The SETA is mandated to promote and facilitate the delivery of education, training and development in order to enhance the skills profile of the Education, Training and Development (ETD) sector and contribute to the creation of employment opportunities especially for those previously disadvantaged.

## Professional Bodies

### SABPP

SA Board for People Practices is the HR professional and statutory quality assurance body for HR learning provision.

### SACE

SACE is the professional council for educators, that aims to enhance the status of the teaching profession through appropriate Registration, management of Professional Development and inculcation of a Code of Ethics for all educators.

### DEFSA

Description: CTU Training Solutions is a professional member affiliated with the Design Education Forum of Southern Africa (DEFSA). The non-profit organisation provides a platform for academics in the design education sector to engage in research, best practice, and networking through various mechanisms including a biennial conference, workshops, and an interactive website that hosts peer-reviewed and published research papers. (Membership No: INS 210019).



# CERTIFICATIONS, ACCREDITATIONS & REGISTRATIONS

## Testing Centres

### Pearson

VUE has the approval of the Sylvan corporation to deliver International Computer Based Certification Testing on behalf of Sylvan clients. CTU Training Solutions is an authorised VUE Testing Centre.

### Prometric

CTU is a Platinum Provider. Prometric is the recognised global leader in technology-enabled testing and assessment services.

### Certiport

Certiport is a pioneer in providing complete career-oriented certification solutions to academic institutions and IT professionals.

### Kryterion

Kryterion is a full service provider of customisable assessment and certification products and services. They work with organisations to build and deliver everything from skills tests and simple online assessments to a comprehensive high-stakes worldwide certification program.

## Vendor Partners & Providers

### Microsoft

Microsoft certifications and the learning resources that you'll use to prepare for exams are dynamic, and built around the common (and not so common) challenges that you encounter daily. The exams are tested with working IT professionals to ensure that they are relevant, accurate and reflect the skills and capabilities you need to be more productive on the job.

### Cisco NetAcad

Cisco Systems is the world's leading networking hardware manufacturer and they are responsible for many of the networking technologies we see today. Currently their hardware is run in 70% of the world's networks.

### CompTIA

CompTIA is the voice of the world's Information Technology (IT) industry. As a non-profit trade association advancing the global interests of IT professionals and companies, they focus their programs on four main areas: education, certification, advocacy and philanthropy.

### SAID

The South African Institute of Draughting (SAID) is an independent, professional body established in 1953. The institute's objective is to improve the academic and technical qualifications of draught persons in all disciplines of technical drawing and design.

### Autodesk

Autodesk certifications are a reliable validation of your skills and knowledge and can lead to accelerated professional development, improved productivity and enhanced credibility in your field.

### CBP™

Certified Business Professional: CBPTM will elevate the basic business standard among business professionals ensuring that every person in a company is operating at the same level, regardless of their job role.

### Adobe

Adobe certification is an industry standard of excellence and it is the absolute best way to communicate your proficiency in leading products from Adobe.

### AWS

Training partners play an invaluable role in the Amazon Partner Network (APN). AWS works side-by-side with selected training organisations around the globe to ensure that customers can access training courses in their preferred language and location. Our APN Training Partners have met the robust requirements of AWS course delivery, and are the only organisations endorsed by AWS to deliver our classroom-based training.





# GET IN TOUCH

**ctutrainig.ac.za**  
**086 110 0395**

**CLICK HERE TO CHAT**  
**083 825 9366**

**DO YOU HAVE A  
COMPLIMENT OR FEEDBACK**  
customerservice@ctutrainig.co.za

## CONNECT WITH US

