FACT SHEET

Project Manager

(Distance Learning)

CTU training solutions | Private Tertiary Education

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Project Manager

FACULTY OF HUMANITIES			
Occupational Studies: 2027 Fact Sheet			
Programme Title	**SAQA ID**	**Credits**	**NQF**
Occupational Certificate: Project Manager	101869	240	5

Programme description

Step into the dynamic world of project leadership with the Occupational Certificate: Project Manager – a future-focused qualification designed to equip you with the practical skills and strategic insight to manage projects across industries. From planning and execution to budgeting, risk management and stakeholder communication, this programme empowers you to take control of project outcomes with confidence. Whether you're leading teams, launching products, or driving business improvement, this course will prepare you to deliver results on time, within scope and to the highest standard – all while opening doors to nationally and internationally recognised certification and career advancement.

This qualification not only meets national occupational standards but also provides a pathway to further study and professional recognition. It is ideal for individuals seeking to establish or grow their careers in project management, as well as for professionals looking to formalise their experience with a credible and industry-relevant certification.

Upon completion, learners will be capable of managing projects from initiation to close-out, ensuring alignment with organisational goals and stakeholder expectations

Admission requirements

The minimum entry requirement for this qualification is:

- Level 4 with Mathematical Literacy and Communication.

Mode of study | Duration

Distance Learning | 24 Months

Distance learning is a mode of education that allows students to study remotely without needing to attend physical classes on a daily basis. It provides flexibility and accessibility, enabling learners to access course materials, complete assignments, and engage with instructors online or through blended methods. Distance learning is ideal for individuals who may be working, have personal commitments, or live far from an educational institution. With the support of digital tools, academic resources and periodic tutorials or consultations, students can progress through their studies at their own pace while still receiving structured guidance and support from qualified facilitators *(while adhering to assessment submission deadlines)*.

Distance Learning involves independent self-paced learning with access to digital resources, study guides, recordings, and a monthly scheduled virtual session with a facilitator.

This is a Distance Learning (self-study) programme offered over **24 Months, (1 Online Saturday session per month)**

2 intakes per year

Distance Learning (Self-Study): 24 Months

This is a self-study programme. However, students will have the opportunity to attend modular tutorial classes once a month at scheduled time slots.

Year 1: 1st Semester Subjects:

- Introductory studies for Project Managers
- Project Scope Management
- Project Integration Management

Year 1: 2nd Semester Subjects:

- Project Time Management
- Project Cost Management
- Project Quality Management

Year 2: 1st Semester Subjects:

- Project Human Resources Management
- Project Communications Management

Year 2: 2nd Semester Subjects:

- Project Risk Management
- Project Procurement Management
- Project Stakeholder Management

Teaching and Learning Methodology

Our teaching and learning methodology are designed to ensure that students receive quality education, engage in active learning, and achieve their academic and career goals while studying remotely.

Teaching & Learning Approach:

Self-Paced Learning:

Students are provided with structured course materials that allow them to study at their own pace. These materials include:

- Comprehensive study guides
- Prescribed textbooks and reference materials
- Class recordings for all modules

Interactive Learning:

To enhance understanding and engagement, students have access to:

- Online discussion forums to interact with peers and lecturers
- Case studies, practical activities, and self-assessment.

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Tutor Support:

Distance learners are not alone in their journey. Academic support is available through:

- Specialized tutorial sessions once a month.
- Email and online chat with subject tutors
- Feedback on assignments and progress tracking.

Assessment and Evaluation:

To ensure mastery of the subject content, assessments include:

- Formative Assessments (Assignments,)
- Summative Assessments (DHET Final examination)

Practical Training (For Applicable Courses)

For programs that require practical experience, students must:

- Complete work-integrated learning (WIL) or internships
- Submit workplace logbooks and reports for assessment
- Participate in practical simulations (if available online)

Our distance learning methodology is structured to provide flexibility while maintaining academic rigor.

With the right discipline, resources, and support, students can successfully complete their studies and achieve their qualifications.

The adherence to a national academic standard is monitored by the Academic Management team at the Head Office. Therefore, all students will continue to receive the same quality of education.

Technology hardware, software and data requirements

- Because CTU is embracing the future of education - education beyond the classroom - it is compulsory for students to have their own laptop with the necessary specifications to speed up their journey to success.
- A webcam, microphone or headset, and an up-to-date web browser are required for virtual sessions and online activities.

Textbooks and e-guides

A list of prescribed textbooks will be provided in your e-guides. Students will receive an electronic version of the academic guides (e-guides) for this programme on the Teaching and Learning platform. Access is available to an electronic library of textbooks on O'Reilly, and it is included in the fees. Refer to the **Device Specifications and Stationery List** document for more information.

Student Support

Student support sessions with the facilitator will also take place on a one-on-one basis virtually per appointment or per the academic schedule.

Certification

Upon successful completion, learners will receive the Occupational Certificate: Project Manager (SAQA ID: 101869), issued by the QCTO upon verification.

Note that the process of issuing a Certificate might take up to three years to be finalised.

Career fields

Students can be employed in the following career fields:

- Business Owner
- Project Manager
- Project Director
- Business Consultant
- Portfolio Manager
- Programme Manager
- Risk Manager

Internal Assessments:

Students will be required to use The Invigilator app when completing online assessments. The app supports the integrity and secure administration of online assessments and is used alongside the institution's online assessment platform. Students will receive guidance and training on the installation and use of the app before it is required for an assessment.

External Assessments: 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.

International Certifications

International examinations are optional and are not included in Distance Learning tuition fees. Students who wish to complete an international examination can register for the relevant Short Learning Course (SLC). The SLC fee covers exam preparation sessions and one vendor examination voucher. If a student is unsuccessful on their first attempt, they will be responsible for the cost of any subsequent examination attempts.

Student's Own Account / Additional Cost:

- Microsoft PowerPoint
- Comptia Project+

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Pricing*

Programme	Registration fees	Tuition fee
Year 1	R4 500	Contact a CTU campus/ consultant for the latest fee information and payment options.
Year 2	R4 500	

*** Excludes external fees and identified textbooks if applicable.**

Payment

Visit our website to view the payment method.
Payment Methods.

APPLY for Student Loan HERE!

Additional costs

Students must make provision for additional items such as textbooks, stationery, supplementary examinations, research costs.

Disclaimer

The content of this fact sheet is subject to change without notification due to market trends in the industry, legislation and/or programme version updates. Refer to website for the latest version of the prospectus. CTU Training Solutions (PTY) Ltd, reserves the right to change the programme content without prior notice. Additional international exams may be written but are not included in the programme fee. Minimum student (capacity) group sizes will fall into the Virtual Instructor-Led programme commencing in the months of February & July of each year.

I (Name of student):..... hereby acknowledge that I understand the information stated in this document and fully comprehend the specifics explained above pertaining to this qualification.

Student signature:.....

Signature of legal guardian:.....

Name of legal guardian:.....

Consultant signature:.....

Name of sales consultant:.....

Date:.....

*** Please note the original signed copy should be kept on the student record file.**

CONTACT US

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