PROSPECTUS & COURSE LIST 2023

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**KEY**  

- **Home Button** To return to the Contents page, click on the **HOME button** at the bottom of each page.  
- **Red Button** Click on a **RED button** to download the course brochure for a specific field.  
  
*Click on the relevant Course Field above to be directed to that field’s information.*
WHO WE ARE

Oxbridge Academy is a respected private distance learning college that provides skills development courses and job-relevant training to students in South Africa and abroad.

Focused on an "excellence driven" business model, we provide a high standard of education to our students through modular study material, qualified assessors, and a well-established infrastructure.

Oxbridge Academy was founded in 1997 and provides courses in a range of further education and training (FET) subjects. We take pride in our skilled and motivated employees, experienced and loyal management team, and enviable track record.

We have a strong student base, including both first-time and returning students. Many of our first-time students come to us upon the recommendation of our current students.

As an established private distance learning institution in South Africa, we are continually expanding our operational environment, spurred on by the private sector and government’s commitment to skills development across the broader tertiary education spectrum.

Oxbridge Academy operates mainly throughout the Southern African region, with administrative offices near Cape Town in the Western Cape.

WHY HOME STUDY?

Distance learning, or home study, is recognised worldwide as an effective manner in which to further your education. It is highly flexible, and is therefore the ideal option if you have a full-time job, live in a small town far away from a residential college or university, or have family responsibilities that prevent you from attending classes.

Some of the benefits of home study are that you:

- Study from home
- Study at your own pace
- Save money on travelling expenses
- Are able to work full-time while you study

CONTACT US

021 110 0200 • www.oxbridgeacademy.edu.za
WHY STUDY WITH US?

At Oxbridge Academy, we give you the opportunity to further your education while you acquire knowledge and skills that are relevant in the workplace.

Do you want the right skills to:
• Pursue a rewarding career?
• Earn a promotion in your current job?
• Earn a better income?
• Secure a job that improves your quality of life?
• Start your own business?

With Oxbridge Academy’s flexible home study options, you can study a course that will give you the skills you need to achieve these goals — without having to give up your full-time occupation.

WHAT MAKES US DIFFERENT?

• We are committed to ‘effortless excellence in education’.
• We provide you with a free ‘Distance Learning Survival Guide’ when you register for your course.
• Our courses are constantly updated, and are designed to equip you with workplace-relevant skills.
• Our study material is specifically designed to meet your needs as a distance learning student.
• Our study material is provided in a user-friendly format, is designed to meet international standards, and is included in the course fees.
• Our industry-expert tutors are highly qualified, and are available to provide you with academic support via telephone and email.
• Our fees are affordable, and can be paid in interest-free monthly instalments.

HOW TO ENROL

Step 1:  Read through this booklet or visit our website.
Step 2:  Choose your course.
Step 3:  Complete the registration form.
Step 4:  Pay the registration fee.
Step 5:  If you did not register online, send us your registration form and proof of payment of your registration fee via:
  • fax (021 883 2378) or
  • email (info@oxbridgeacademy.edu.za) or
  • post (see back of this booklet for our address).

If you need any assistance, please contact our Student Advisors on: 021 110 0200
WHAT WE OFFER

At Oxbridge Academy, we offer a range of vocational courses – including short learning programmes and National Qualifications – that are designed to enable students to succeed in the workplace.

National Qualifications:
These nationally accredited courses equip you with vocational skills and formal qualifications that prepare you for working in your chosen field. If you have completed a course at N6 level and can provide evidence of 18 months of relevant practical experience, you may be eligible to apply for – and receive – a National Diploma.

Engineering Studies N1 - N6:
These courses are offered and assessed by Oxbridge Academy. After gaining a qualifying year mark, students will be able to write the national examination at any TVET college on Oxbridge Academy’s list of recognised exam centres. If you have completed a course at N6 level and can provide evidence of 24 months of relevant practical experience, you may be eligible to apply for – and receive – a National Diploma.

Introductory N4 - N6:
These courses are offered and assessed by Oxbridge Academy. After gaining a qualifying year mark, students will be able to write the national examination at any TVET college on Oxbridge Academy’s list of recognised exam centres.

Occupational Certificates:
These courses are offered and assessed by Oxbridge Academy. After completing a theoretical component, students are required to complete both practical and workplace components at a registered business. Once students are found to be competent, they will become eligible to write the external integrated summative assessment (EISA) at an accredited assessment centre as allocated by the QCTO.

Assessor and Moderator Courses:
These courses are offered and assessed by Oxbridge Academy, and verified and certified by the ETDP SETA. These courses are registered on the NQF, and can articulate to national qualifications.

Short Learning Programmes:
These courses are designed to equip you with workplace-relevant knowledge and skills in a short period of time. Our SLP’s are focused on skills development and are intended for personal improvement and improved performance in the workplace. The courses are offered, assessed, and certified by Oxbridge Academy and are not registered on the NQF.
ACCREDITATION AND REGISTRATION

Oxbridge Academy is registered and/or accredited by the following bodies:

**DHET**
We are 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).

*Our registration number is DHET-2009/FE07/070.*

**Umalusi**
Umalusi is the Council for Quality Assurance in General and Further Education and Training. We are accredited by Umalusi to offer the National Certificate: Engineering Studies qualifications from N1 to N3 for electrical and mechanical trades.

*Our accreditation number is 15 FET02 00031.*

**QCTO**
The QCTO is the Quality Council for Trades and Occupations. We are accredited by the QCTO to offer the following courses from Introductory N4 level to N6 level, including a number of Occupational Certificates:
- Introductory Certificate: Business Studies
- National Certificate: Business Management
- National Certificate: Educare
- National Certificate: Engineering
- National Certificate: Farming Management
- National Certificate: Hospitality and Catering Services
- National Certificate: Legal Secretary
- National Certificate: Management Assistant
- National Certificate: Marketing Management
- National Certificate: Medical Secretary
- National Certificate: Public Management
- National Certificate: Public Relations
- National Certificate: Tourism
- Occupational Certificate: Bank Teller
- Occupational Certificate: Bank Customer Services Clerk
- Occupational Certificate: Cash Office Clerk
- Occupational Certificate: ECD Practitioner
- Occupational Certificate: Home Based Personal Care Assistant
- Occupational Certificate: Home Based Personal Care Worker
- Occupational Certificate: Health Promotion Officer
- Occupational Certificate: Occupational Health and Safety Practitioner
- Occupational Certificate: Retail Supervisor
- Occupational Certificate: Supply Chain Practitioner

*Our accreditation numbers are 01-QCTO/SDP060922042054, 01-QCTO/SDP170321-1090, 01-QCTO/SDP060922041733, 01-QCTO/SDP060922043046 – Medical, 01-QCTO/SDP060922042402, 01-QCTO/SDP060922042721, 01-QCTO/SDP060922043410, 01-QCTO/SDP060922043704, SDP1223/19/00142 and QCTOSDP00171123-392.*

**ETDP SETA**
The ETDP SETA is the Education, Training and Development Practices Sector Education and Training Authority. We have learning programme approval from the ETDP SETA to offer the following programmes:
- Conduct Assessments of Outcomes-Based Assessment
- Conduct Moderation of Outcomes-Based Assessment

**APPETD**
We are a member of the Association of Private Providers of Education, Training and Development (APPETD).

*Our membership number is MR2023/012.*

**Saiosh**
Oxbridge Academy is a registered member with the South African Institute of Occupational Safety and Health (Saiosh). The following courses are accredited by Saiosh:
- Oxbridge Academy Skills Certificate: Health and Safety
- Oxbridge Academy Skills Certificate: Health and Safety for Management
- Oxbridge Academy Skills Certificate: Health and Safety for Management - Intermediate
- Oxbridge Academy Skills Certificate: Health and Safety for Management - Advanced

*Our membership number is 41333225.*

**IIE-endorsed Courses**
The Independent Institute of Education (IIE) is South Africa’s largest registered and accredited private provider of higher education. They are registered with the Department of Higher Education and Training (DHET) and is a subsidiary of ADvTECH, a public company listed on the Johannesburg Stock Exchange. Oxbridge Academy offers a number of IIE-endorsed courses.

**SACAI**
SACAI is the South African Comprehensive Assessment Institute. They act as our examining body for the National Senior Certificate Assessment Programme and grant students access to exam centres across all provinces.

To see all the relevant supporting documentation:
www.oxbridgeacademy.edu.za/oxbridge-academy-accreditation/
### ADVERTISING AND MARKETING MANAGEMENT COURSES

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<thead>
<tr>
<th>Course</th>
<th>Course Code</th>
<th>Status</th>
<th>Duration</th>
<th>Requirements</th>
<th>Modules</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marketing Management</td>
<td>ADV101</td>
<td>Oxbridge Academy Short Course</td>
<td>6 Months</td>
<td>No Matric</td>
<td>• Marketing Management 1 &amp; 2</td>
</tr>
<tr>
<td>Advertising Management</td>
<td>ADV102</td>
<td>Oxbridge Academy Short Course</td>
<td>6 Months</td>
<td>No Matric</td>
<td>• Advertising Management 1 &amp; 2</td>
</tr>
<tr>
<td>Social Media</td>
<td>CER2019-01</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 - 12 Months</td>
<td>No Matric</td>
<td>• 4 Modules - See website for list</td>
</tr>
<tr>
<td>Digital Marketing</td>
<td>CER2020-01</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 - 12 Months</td>
<td>No Matric</td>
<td>• 5 Modules - See website for list</td>
</tr>
<tr>
<td>Journalism</td>
<td>CER2013-01</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 - 12 Months</td>
<td>No Matric</td>
<td>• Introducing mass media and the journalism industry</td>
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<td>• Journalism writing for different contexts</td>
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<td>• Journalism trends and the future</td>
</tr>
<tr>
<td>Marketing Management</td>
<td>CER4017-03</td>
<td>Oxbridge Academy Skills Certificate (Endorsed by The IIE)</td>
<td>8-12 Months</td>
<td>No Matric</td>
<td>• Entrepreneurship and Business Management N4</td>
</tr>
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<td>• Marketing Management N4</td>
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<td>• Management Communication N4</td>
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<td></td>
<td>• Computer Practice N4 / Introductory Computer Practice N4*</td>
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<tr>
<td>National Certificate: N4 Marketing Management*</td>
<td>EN4026-04</td>
<td>National Qualification SAQA ID 66872</td>
<td>12 Months</td>
<td>Matric or Introductory N4</td>
<td>• Entrepreneurship and Business Management N4</td>
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<td>• Marketing Management N4</td>
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<td>• Management Communication N4</td>
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<td></td>
<td>• Computer Practice N4 / Introductory Computer Practice N4*</td>
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<td>• Marketing Management N5</td>
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<td>• Sales Management N5</td>
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<td></td>
<td>• Computer Practice N5 / Computer Practice N4*</td>
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<td>• Sales Management N6</td>
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<td>• Marketing Communication N6</td>
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<td>• Marketing Research N6</td>
</tr>
</tbody>
</table>

*Note: Students who want to apply for the N6 Diploma after completing their N4 – N6 certificates must pass Introductory Computer Practice N4.

### ASSESSOR AND MODERATOR COURSES

| Conduct outcome-based assessment Assessor | EDU501 | Part of National Qualification Certified by ETDP SETA SAQA ID 115753 | 3 Months | Diploma, degree or relevant occupational qualification | L5 (15 credits) |
| Conduct moderation of outcome-based assessment Moderator | EDU601 | Part of National Qualification Certified by ETDP SETA SAQA ID 115759 | 3 Months | Diploma, degree or relevant occupational qualification & completed the Assessor course | L6 (10 credits) |

### BOOKKEEPING AND ACCOUNTING COURSES

<p>| Payroll &amp; Monthly SARS | ACC102-02 | Oxbridge Academy Skills Certificate | 6 Months | No Matric | Payroll and Monthly SARS |
| Bookkeeping            | CER4011-04| Oxbridge Academy Skills Certificate | 12 Months| No Matric | Accounting 101, Accounting 201, Entrepreneurs &amp; Business Management, Payroll and Monthly SARS |</p>
<table>
<thead>
<tr>
<th>Course</th>
<th>Course Code</th>
<th>Status</th>
<th>Duration</th>
<th>Requirements</th>
<th>Modules</th>
</tr>
</thead>
</table>
| National Certificate: N4 Financial Management | EN4015-04   | National Qualification | 12 Months | Matric with Accounting or Introductory Accounting N4                           | • Entrepreneurship and Business Management N4  
• Management Communication N4  
• Computerised Financial Systems N4  
• Financial Accounting N4 |
• Financial Accounting N5  
• Cost and Management Accounting N5  
• Computerised Financial Systems N5 |
• Financial Accounting N6  
• Cost and Management Accounting N6  
• Computerised Financial Systems N6 |

**BRIDGING COURSES**

| GETC: Adult Basic Education and Training: Academic Curriculum | GETC05-01 | NQF Level 1 accredited by Umalusi | 24 Months | ABET level 3 OR  
An ABET level 3 report card issued by an accredited centre OR  
Proof of level of achievement equivalent to ABET level 3 OR  
The results of placement assessment, administered indicating readiness for entry into the GETC: ABET level 4 learning programme | • Communication in English  
• Mathematical Literacy  
• Life Orientation  
• Economic & Management Science OR  
• Natural Science  
• Small, Medium & Macro Enterprises OR  
• Human & Social Sciences |

| Bridging Certificate to N1 Engineering Studies | BN1000-03 | Oxbridge Academy Skills Certificate | 12 Months | Grade 9 with Mathematics & Physical Science | • Introductory Engineering Science  
• Introductory Mathematics  
• Introductory Industrial Communication  
• Introductory Engineering Drawing |

| Introductory Certificate: N4 Business Studies | IN43015-03 | National Introductory Certificate | 12 Months | Grade 11 | • COMPULSORY SUBJECTS:  
• Introductory Entrepreneurship N4  
• Introductory Communication N4 |
|                                             | IN43016-03 | National Introductory Certificate | 12 Months | Grade 11 | • Financial Management  
• Introductory Accounting N4  
• Introductory Personnel Management N4 |
|                                             | IN43017-03 | National Introductory Certificate | 12 Months | Grade 11 | • Human Resources  
• Introductory Personnel Management N4  
• Introductory Computer Practice N4 |
|                                             | IN43018-03 | National Introductory Certificate | 12 Months | Grade 11 | • Public Management & Business Management  
• Introductory Public Administration N4  
• Introductory Accounting N4 |
|                                             | IN43019-03 | National Introductory Certificate | 12 Months | Grade 11 | • Management Assistant & Secretarial  
• Introductory Information Processing N4  
• Introductory Computer Practice N4 |
|                                             | IN43020-03 | National Introductory Certificate | 12 Months | Grade 11 | • Marketing Management  
• Introductory Marketing N4  
• Introductory Computer Practice N4 |
|                                             | IN43021-03 | National Introductory Certificate | 12 Months | Grade 11 | • Public Management & Human Resource Management  
• Introductory Public Administration N4  
• Introductory Personnel Management N4 |
|                                             | IN43022-03 | National Introductory Certificate | 12 Months | Grade 11 | • Public Relations  
• Introductory Public Administration N4  
• Introductory Information Processing N4 |
|                                             | IN43023-03 | National Introductory Certificate | 12 Months | Grade 11 | • Tourism  
• Introductory Personnel Management N4  
• Introductory Computer Practice N4 |
|                                             | IN43024-03 | National Introductory Certificate | 12 Months | Grade 11 | • Business Studies  
• Introductory Computer Practice N4  
• Introductory Accounting N4 |
|                                             | IN43025-03 | National Introductory Certificate | 12 Months | Grade 11 | • Accounting  
• Introductory Accounting N4  
• Introductory Personnel Management N4 |

**Oxbridge Academy Course List 2023**
<table>
<thead>
<tr>
<th>Business Administration</th>
<th>BA100-01</th>
<th>Oxbridge Academy Skills Certificate</th>
<th>8 Months</th>
<th>No Matric</th>
<th>Fundamental Business Skills 101, Office Practice 101, Office Data Processing 101, Business Practice 101</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principles of Business Management</td>
<td>CER4072-03</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 Months</td>
<td>No Matric</td>
<td>Legal Principles, Marketing Management 1, Financial Management 1, Management Principles</td>
</tr>
<tr>
<td>Municipal Supply Chain Management</td>
<td>CER1020-01</td>
<td>Oxbridge Academy Short Course</td>
<td>6 Months</td>
<td>No Matric</td>
<td>Municipal Supply Chain Management</td>
</tr>
<tr>
<td>Municipal Risk Management</td>
<td>CER1021-01</td>
<td>Oxbridge Academy Short Course</td>
<td>6 Months</td>
<td>No Matric</td>
<td>Municipal Risk Management</td>
</tr>
<tr>
<td>Municipal Financial Management</td>
<td>CER1022-01</td>
<td>Oxbridge Academy Short Course</td>
<td>6 Months</td>
<td>No Matric</td>
<td>Municipal Financial Management</td>
</tr>
<tr>
<td>Retail Supervisor</td>
<td>CER4020-01</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>12 Months</td>
<td>No Matric</td>
<td>See website for subjects</td>
</tr>
<tr>
<td>Small Business Management</td>
<td>CER4030-13</td>
<td>Oxbridge Academy Skills Certificate (Endorsed by The IIE)</td>
<td>8 - 12 Months</td>
<td>No Matric</td>
<td>16 Learning outcomes - See website for list</td>
</tr>
<tr>
<td>Whole School Management</td>
<td>CER1011-01</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 - 12 Months</td>
<td>Minimum of 4 years teaching qualification</td>
<td>Whole School Management, The Learning School: A Psycho-social Approach</td>
</tr>
<tr>
<td>Education Mentoring &amp; Leadership</td>
<td>CER1015-01</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 - 12 Months</td>
<td>Minimum of 4 years teaching qualification</td>
<td>See website for subjects</td>
</tr>
<tr>
<td>Teaching &amp; Learning Development</td>
<td>CER1016-01</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 - 12 Months</td>
<td>Minimum of 4 years teaching qualification</td>
<td>See website for subjects</td>
</tr>
<tr>
<td>Course</td>
<td>Course Code</td>
<td>Status</td>
<td>Duration</td>
<td>Requirements</td>
<td>Modules</td>
</tr>
<tr>
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<tr>
<td>Occupational Certificate: Bank Teller</td>
<td>BANTEL-01</td>
<td>Occupational Qualification SAQA ID 101673</td>
<td>12 Months</td>
<td>NQF level 4 with Mathematics or Mathematical Literacy</td>
<td>• See website for subjects</td>
</tr>
<tr>
<td>Occupational Certificate: Bank Customer Services Clerk</td>
<td>BANCSC-01</td>
<td>Occupational Qualification SAQA ID 101710</td>
<td>12 Months</td>
<td>Matric or any other NQF Level 4 Qualification with Mathematics or Mathematical Literacy</td>
<td>• See website for subjects</td>
</tr>
<tr>
<td>Occupational Certificate: Cash Office Clerk</td>
<td>CASCLE-01</td>
<td>Occupational Qualification SAQA ID 101863</td>
<td>12 Months</td>
<td>NQF Level 1 with Mathematical Literacy &amp; Communication</td>
<td>• See website for subjects</td>
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<tr>
<td>Occupational Certificate: Retail Supervisor</td>
<td>RETSUP-01</td>
<td>Occupational Qualification SAQA ID 99573</td>
<td>12 Months</td>
<td>NQF Level 4 with Mathematical Literacy &amp; Communication</td>
<td>• See website for subjects</td>
</tr>
<tr>
<td>Childcare Pre-School/Au Pair</td>
<td>AUP100</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 Months</td>
<td>No Matric</td>
<td>Caring, Stimulating Childhood Development, Nutrition, Health &amp; Safety</td>
</tr>
<tr>
<td>National Certificate: N6 Educare</td>
<td>EN6010-04</td>
<td>National Qualification SAQA ID 67007</td>
<td>12 Months</td>
<td>N5 Educare</td>
<td>Educare Didactics N6, Day Care Management N6, Educational Psychology N6, Day Care Communication N6</td>
</tr>
<tr>
<td>Occupational Certificate: ECD Practitioner</td>
<td>ECD6010-20</td>
<td>Occupational Qualification SAQA ID 97542</td>
<td>18 Months</td>
<td>NQF Level 3 Qualification</td>
<td>• See website for subjects</td>
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<tr>
<td>Computer Studies</td>
<td>COM100</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 Months</td>
<td>No Matric</td>
<td>Office Data Processing 101, 201 &amp; 301</td>
</tr>
<tr>
<td>Computer Information Systems</td>
<td>CER4028-13</td>
<td>Oxbridge Academy Skills Certificate (Endorsed by The IIE)</td>
<td>8 - 12 Months</td>
<td>No Matric</td>
<td>The capabilities of different types of Information Systems (IS), The roles of IS in organisations, The development concepts relevant to IS, The professional issues relevant to IS</td>
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<tr>
<td>National Certificate: N4 Management Assistant (Computer Practice)</td>
<td>EN4099-043</td>
<td>National Qualification SAQA ID 66876</td>
<td>12 Months</td>
<td>Matric or Introductory N4</td>
<td>Office Practice N4, Communication N4, Information Processing N4, Computer Practice N4 / Introductory Computer Practice N4</td>
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<tr>
<td>National Certificate: N6 Management Assistant (Computer Practice)</td>
<td>EN6099-043</td>
<td>National Qualification SAQA ID 67001</td>
<td>12 Months</td>
<td>N5 Management Assistant</td>
<td>Office Practice N6, Public Relations N5, Information Processing N6, Computer Practice N6</td>
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<td>Client Service Fundamentals</td>
<td>CER1019-01</td>
<td>Oxbridge Academy Short Course</td>
<td>6 Months</td>
<td>No Matric</td>
<td>Client Service Fundamentals</td>
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<td>Contact Centre Operations</td>
<td>CCO100-01</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 Months</td>
<td>No Matric</td>
<td>Contact Centre Operations 101, Client Services &amp; Human Relations 101, Contact Centre Operations 201, Consumer Behaviour 201</td>
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## ENGINEERING COURSES

<table>
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<tr>
<th>Course</th>
<th>Course Code</th>
<th>Status</th>
<th>Duration</th>
<th>Requirements</th>
<th>Modules</th>
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</thead>
<tbody>
<tr>
<td>National Certificate: N1 - N3 Engineering Studies (Electronics Engineering)</td>
<td>EN1-TRON</td>
<td>National Qualification SAQA ID 67109, 67375, 67491</td>
<td>12 - 18 Months</td>
<td>Grade 10 with Maths, Science &amp; Drawings</td>
<td>• Electrical Trade Theory N1- N3 • Engineering Science N1- N3 • Industrial Electronics N1- N3 • Mathematics N1 - N3</td>
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<tr>
<td>National Certificate: N1 - N3 Engineering Studies (Mechanical Draughting)</td>
<td>EN1-FAT</td>
<td>National Qualification SAQA ID 67109, 67375, 67491</td>
<td>12 - 18 Months</td>
<td>Grade 10 with Maths, Science &amp; Drawings</td>
<td>• Fitting &amp; Machining N1- N2 • Mechanotechnology N3 • Engineering Science N1- N3 • Engineering Drawings N1- N3 • Mathematics N1-N3</td>
</tr>
<tr>
<td>National Certificate: N1 - N3 Engineering Studies (Boilermaker)</td>
<td>EN1-BOIL</td>
<td>National Qualification SAQA ID 67109, 67375, 67491</td>
<td>12 - 18 Months</td>
<td>Grade 10 with Maths, Science &amp; Drawings</td>
<td>• Metal Workers Theory N1 • Platers Theory N2 • Mathematics N1-N3 • Engineering Science N1- N3 • Plating &amp; Structural Steel Drawings N1-N3 • Mechanotechnology N3</td>
</tr>
<tr>
<td>National Certificate: N4-N6 Civil Engineering</td>
<td>EN4CIV-01</td>
<td>National Qualification SAQA ID 66881, 66960, 67005</td>
<td>12 Months</td>
<td>Option A: National Certificate N3: Engineering Option B: Matric with Maths</td>
<td>• Building and Structural Construction N4-N6 • Building Administration N4-N6 • Building and Structural Surveying N4-N6 • Quantity Surveying N4-N6</td>
</tr>
<tr>
<td>National Certificate: N4-N6 Electrical Engineering</td>
<td>EN4TRIC-01</td>
<td>National Qualification SAQA ID 66881, 66960, 67005</td>
<td>12 Months</td>
<td>Option A: National Certificate N3: Engineering Option B: Matric with Maths</td>
<td>• Electrotechnics N4-N6 • Industrial Electronics N4-N6 • Logic Systems N4-N6 • Mathematics N4-N6</td>
</tr>
<tr>
<td>National Certificate: N4-N6 Mechanical Engineering</td>
<td>EN4MECH-01</td>
<td>National Qualification SAQA ID 66881, 66960, 67005</td>
<td>12 Months</td>
<td>Option A: National Certificate N3: Engineering Option B: Matric with Maths</td>
<td>• Mathematics N4-N6 • Engineering Science N4 • Mechano Technics N4-N6 • Mechanical Draughting N4 • Mechanical Draughting and Design N5 • Mechanical Draughting and Design N6 • Strength of Materials and Structure N5-N6</td>
</tr>
</tbody>
</table>

## EVENTS MANAGEMENT COURSE

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Code</th>
<th>Status</th>
<th>Duration</th>
<th>Requirements</th>
<th>Modules</th>
</tr>
</thead>
<tbody>
<tr>
<td>Events Management</td>
<td>EM100</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 Months</td>
<td>No Matric</td>
<td>• A Career in Events • The World of Events • Events Management 1 • Events Management 2</td>
</tr>
</tbody>
</table>

## HEALTH AND WELLNESS COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Code</th>
<th>Status</th>
<th>Duration</th>
<th>Requirements</th>
<th>Modules</th>
</tr>
</thead>
<tbody>
<tr>
<td>Footcare for the Elderly</td>
<td>CER2023-01</td>
<td>Short Course</td>
<td>8 Months</td>
<td>No Matric</td>
<td>• Footcare for the Elderly 1 • Footcare for the Elderly 2</td>
</tr>
<tr>
<td>Nail Care</td>
<td>CER4201-09</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 Months</td>
<td>No Matric</td>
<td>• Professional Salon Skills • Anatomy &amp; Physiology • Nail Technology 1 • Nail Technology 2</td>
</tr>
<tr>
<td>Course</td>
<td>Course Code</td>
<td>Status</td>
<td>Duration</td>
<td>Requirements</td>
<td>Modules</td>
</tr>
<tr>
<td>------------------------------------</td>
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<td>-----------</td>
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</tbody>
</table>
| Facial Skincare                    | CER4202-09     | Oxbridge Academy Skills Certificate | 8 Months | No Matric          | • Professional Salon Skills  
• Anatomy & Physiology  
• Facial Skincare Theory  
• Facial Skincare Techniques  |
| Massage Techniques                 | CER4203-09     | Oxbridge Academy Skills Certificate | 8 Months | No Matric          | • Professional Salon Skills  
• Anatomy & Physiology  
• Full Body Massage Techniques  
• Sport Massage  |
| Make-Up Application                | CER4204-09     | Oxbridge Academy Skills Certificate | 8 Months | No Matric          | • Professional Salon Skills  
• Anatomy & Physiology  
• Make-Up Application 1  
• Make-Up Application 2  |
| Community Development              | CER4025-03     | Oxbridge Academy Skills Certificate (Endorsed by The IIE) | 8 - 12 Months | No Matric          | • See website for list of learning units covered by this course  |
| Understanding HIV/AIDS             | CER4021-13     | Oxbridge Academy Skills Certificate (Endorsed by The IIE) | 8 - 12 Months | No Matric          | • See website for list of learning units covered by this course  |
| Occupational Certificate: Health Promotion Officer (Community Health Worker) | HEAPRO-01     | Occupational Qualification SAQA ID 94597 | 18 Months | NQF Level 1 or equivalent competencies in Mathematical Literacy & Communications | • See website for list of the modules covered by this course  |
| Occupational Certificate: Home Based Personal Care Assistant | HBPCAA-01     | Occupational Qualification SAQA ID 104779 | 10 Months | No Entry Requirements | • See website for list of the modules covered by this course  |
| Occupational Certificate: Home Based Personal Care Worker | HBPCW-01      | Occupational Qualification SAQA ID 104792 | 18 Months | NQF Level 1 with Mathematics – FLC applicable | • See website for list of the modules covered by this course  |
| HUMAN RESOURCE MANAGEMENT COURSES  |                |                                 |           |                    |                                                                                               |
| Recruitment & Selection            | CER3036-02     | Oxbridge Academy Short Course    | 6 Months  | No Matric          | • See website for list of learning units covered by this course  |
| Releasing People from an Organisation | CER3056-02   | Oxbridge Academy Short Course    | 6 Months  | No Matric          | • See website for list of learning units covered by this course  |
| Principles of Labour Relations     | CER4012-03     | Oxbridge Academy Skills Certificate | 8 Months | No Matric          | • Legal Principles  
• Management Principles  
• Labour Relations OXB5  |
| Implementing a Human Resource Plan | CER3026-02     | Oxbridge Academy Short Course (Endorsed by The IIE) | 6 Months  | No Matric          | • See website for list of learning units covered by this course  |
| Performance & Reward Services      | CER3046-02     | Oxbridge Academy Short Course (Endorsed by The IIE) | 6 Months  | No Matric          | • See website for list of learning units covered by this course  |
| Understanding the Principles of Human Resource Management | CER3016-02 | Oxbridge Academy Short Course (Endorsed by The IIE) | 6 Months  | No Matric          | • See website for list of learning units covered by this course  |
| Human Resource Management          | CER4016-13     | Oxbridge Academy Skills Certificate (Endorsed by The IIE) | 8 - 12 Months | No Matric          | • See website for list of learning units covered by this course  |
| National Certificate: N4 Human Resource Management  | EN4016-041     | National Qualification SAQA ID 66873 | 12 Months | Matric or Introductory N4 | • Entrepreneurship & Business Management N4  
• Personnel Management N4  
• Management Communication N4  
• Introductory Computer Practice N4 / Computer Practice N4  |
• Personnel Training N5  
• Labour Relations N5  
• Computer Practice N4 / Computer Practice N5  |
• Personnel Training N6  
• Labour Relations N6  
• Computer Practice N5 / Computer Practice N6  |
# Matric and Bridging Courses

**Foundational Learning Competence**  
Course Code: FLCALL-02  
NQF Level 2 — accredited by QCTO  
SAQA ID: 88895  
Duration: 6-8 Months  
Requirements: Abet level 4 Grade 9  
The course consists of 2 pathways:  
- Foundational Communication  
- Foundational Mathematical Literacy  
Please visit the website for details.

**National Senior Certificate Rewrites**  
Course Code: NSC-01  
NCQ  
Duration: 8 Months  
Requirements: Written matric from 2008 onwards  
View website for all subjects.

**Senior Certificate (as amended)**  
Course Code: ASC-01  
Matric  
Duration: 12 Months  
Requirements: 21 years & older Grade 9 (Std 7)  
View website for all subjects.

# Occupational Health and Safety (OHS) Courses

**Basic Fire Fighting**  
Course Code: CER1023-01  
Oxbridge Academy Short Course  
Duration: 6 Months  
Requirements: No Matric  
Modules: Basic Fire Fighting

**Safety Management Skills**  
Course Code: CER2039-08  
Oxbridge Academy Short Course  
Duration: 6 Months  
Requirements: No Matric  
Modules: Safety Management 1 & 2

**Security Management Skills**  
Course Code: CER2040-08  
Oxbridge Academy Short Course  
Duration: 6 Months  
Requirements: No Matric  
Modules: Security Management 1 & 2

**Safety Management**  
Course Code: CER4039-08  
Oxbridge Academy Skills Certificate  
Duration: 8 Months  
Requirements: No Matric  
Modules: Legal Principles, Management Principles, Safety Management 1 & 2

**Security Management**  
Course Code: CER4040-09  
Oxbridge Academy Skills Certificate  
Duration: 8 Months  
Requirements: No Matric  

**Health & Safety**  
Course Code: CEROHS-08  
Oxbridge Academy Skills Certificate (accredited by Saiosh)  
Duration: 8 Months  
Requirements: No Matric  
Modules: SHE Awareness, SHE Representative, SHE Investigation, HIRA (Hazard Identification & Risk Assessment), Safety Audit Inspection

**Health & Safety for Management**  
Course Code: OHS100-01  
Oxbridge Academy Skills Certificate (accredited by Saiosh)  
Duration: 8 Months  
Requirements: No Matric  

**Health & Safety for Management - Intermediate**  
Course Code: OHS201-01  
Oxbridge Academy Skills Certificate (accredited by Saiosh)  
Duration: 8 Months  
Requirements: No Matric  
Modules: Fundamental Business Skills 201, Management Practice 201, Office Data Processing 201, Safety 201

**Health & Safety for Management - Advanced**  
Course Code: OHS301-01  
Oxbridge Academy Skills Certificate (accredited by Saiosh)  
Duration: 8 Months  
Requirements: No Matric  
Modules: Fundamental Business Skills 301, Office Data Processing 301, Management Practice 301, Safety 301

**Occupational Certificate: Occupational Health & Safety Practitioner**  
Course Code: OHSUPRA-01  
Occupational Qualification SAQA ID 99714  
Duration: 25 Months  
Requirements: NQF Level 4 Qualification  
See website for subjects

# Project Management Courses

**Basic Project Management Concepts**  
Course Code: PRO101  
Oxbridge Academy Short Course  
Duration: 6 Months  
Requirements: No Matric  
Modules: Project Management 201

**Principles of Project Management**  
Course Code: PRO110  
Oxbridge Academy Skills Certificate  
Duration: 8 Months  
Requirements: No Matric  
Modules: Management Practice 101 & 201, Project Management 201 & 301

**Project Management**  
Course Code: PM100-01  
Oxbridge Academy Skills Certificate  
Duration: 8 Months  
Requirements: No Matric  

**Project Management**  
Course Code: PROJMAN-01  
Occupational Certificate SAQA ID 101869  
Duration: 24 Months  
Requirements: NSC or NCV Level 4 or NQF Level 4 with Communication and Mathematical Literacy  
See website for list of the modules covered by this course
# PUBLIC RELATIONS COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Code</th>
<th>Status</th>
<th>Duration</th>
<th>Requirements</th>
<th>Modules</th>
</tr>
</thead>
</table>
| Principles of Public Relations | CER4021-03 | Oxbridge Academy Skills Certificate | 8 Months | No Matric | • Marketing Management 1  
• Advertising Management 1  
• Public Relations 1 & 2 |
| National Certificate: N4 Public Relations | EN4021-041 | National Qualification SAQA ID 66879 | 12 Months | Matric or Introductory N4 | • Office Practice N4  
• Communication N4  
• Entrepreneurship & Business Management N4  
• Information Processing N4 |
• Communication N5  
• Public Relations N5  
• Information Processing N5 |
| National Certificate: N6 Public Relations | EN6021-041 | National Qualification SAQA ID 67003 | 12 Months | N5 Public Relations | • Office Practice N6  
• Public Relations N6  
• Entrepreneurship & Business Management N5  
• Information Processing N6 |

# PUBLIC SECTOR MANAGEMENT COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Code</th>
<th>Status</th>
<th>Duration</th>
<th>Requirements</th>
<th>Modules</th>
</tr>
</thead>
</table>
| Principles of Public Management | CER4038-08 | Oxbridge Academy Skills Certificate | 8 Months | No Matric | • Legal Principles  
• Management Principles  
• Governance  
• Public Management |
| Municipal Management (Public Administration) | CER4037-09 | Oxbridge Academy Skills Certificate | 8 Months | No Matric | • Management Principles  
• Governance  
• Public Management  
• Public Administration |
| Municipal Management | MM100-01 | Oxbridge Academy Skills Certificate | 8 Months | No Matric | • Municipal Financial Management 101  
• Municipal Management 101  
• Public Sector Human Resources Management 101  
• Self Management 101 |
| Public Management | PBM100-01 | Oxbridge Academy Skills Certificate | 8 Months | No Matric | • Public Financial Management 101  
• Public Management 101  
• Public Sector Human Resources Management 101  
• Self Management 101 |
| National Certificate: N4 Public Management | EN4038-041 | National Qualification SAQA ID 66875 | 12 Months | Matric or Introductory N4 | • Management Communication N4  
• Public Administration N4  
• Entrepreneurship & Business Management N4  
• Computer Practice N4 / Introductory Computer Practice N4 |
• Municipal Administration N5  
• Public Finance N5  
• Computer Practice N5 / Computer Practice N4 |
• Municipal Administration N6  
• Public Law N6  
• Computer Practice N6 / Computer Practice N4 |
| National Certificate: N4 Public Management (Accounting) | EN4038-042 | National Qualification SAQA ID 66875 | 12 Months | Matric with Accounting or Introductory Accounting N4 | • Management Communication N4  
• Public Administration N4  
• Financial Accounting N4 / Introductory Accounting N4  
• Introductory Computer Practice N4 / Computer Practice N4 |
| National Certificate: N5 Public Management (Accounting) | EN5038-042 | National Qualification SAQA ID 66955 | 12 Months | N4 Public Management | • Public Administration N5  
• Municipal Administration N5  
• Entrepreneurship & Business Management N4  
• Public Finance N5 |
| National Certificate: N6 Public Management (Accounting) | EN6038-042 | National Qualification SAQA ID 67000 | 12 Months | N5 Public Management | • Public Administration N6  
• Municipal Administration N6  
• Public Law N6  
• Public Finance N6 |
## Business Management

- **National Certificate: N4 Management Assistant (Public Administration)**
  - EN4099-042
  - National Qualification SAQA ID 66876
  - 12 Months
  - Matric or Introductory N4
  - Modules:
    - Office Practice N4
    - Communication N4
    - Information Processing N4
    - Public Administration N4

- **National Certificate: N5 Management Assistant (Public Administration)**
  - EN5099-042
  - National Qualification SAQA ID 66956
  - 12 Months
  - N4 Management Assistant
  - Modules:
    - Office Practice N5
    - Communication N5
    - Information Processing N5
    - Public Administration N5

- **National Certificate: N6 Management Assistant (Public Administration)**
  - EN6099-042
  - National Qualification SAQA ID 67001
  - 12 Months
  - N5 Management Assistant
  - Modules:
    - Office Practice N6
    - Public Relations N5
    - Information Processing N6
    - Public Administration N6

## Entrepreneurship & Management Assistant

- **National Certificate: N4 Management Assistant**
  - EN4099-041
  - National Qualification SAQA ID 66876
  - 12 Months
  - Matric or Introductory N4
  - Modules:
    - Office Practice N4
    - Communication N4
    - Information Processing N4
    - Entrepreneurship & Business Management N4

- **National Certificate: N5 Management Assistant**
  - EN5099-041
  - National Qualification SAQA ID 66956
  - 12 Months
  - N4 Management Assistant
  - Modules:
    - Office Practice N5
    - Communication N5
    - Information Processing N5
    - Entrepreneurship & Business Management N5

- **National Certificate: N6 Management Assistant**
  - EN6099-041
  - National Qualification SAQA ID 67001
  - 12 Months
  - N5 Management Assistant
  - Modules:
    - Office Practice N6
    - Public Relations N5
    - Information Processing N6
    - Entrepreneurship & Business Management N6

## Public Administration

- **National Certificate: N4 Management Assistant (Public Administration)**
  - EN4099-042
  - National Qualification SAQA ID 66876
  - 12 Months
  - Matric or Introductory N4
  - Modules:
    - Office Practice N4
    - Communication N4
    - Information Processing N4
    - Public Administration N4

- **National Certificate: N5 Management Assistant (Public Administration)**
  - EN5099-042
  - National Qualification SAQA ID 66956
  - 12 Months
  - N4 Management Assistant
  - Modules:
    - Office Practice N5
    - Communication N5
    - Information Processing N5
    - Public Administration N5

- **National Certificate: N6 Management Assistant (Public Administration)**
  - EN6099-042
  - National Qualification SAQA ID 67001
  - 12 Months
  - N5 Management Assistant
  - Modules:
    - Office Practice N6
    - Public Relations N5
    - Information Processing N6
    - Public Administration N6

## Personal Assistant

- **National Certificate: N4 Personal Assistant**
  - CER4098-03
  - National Qualification SAQA ID 66956
  - 8 Months
  - No Matric
  - Modules:
    - Basic Business Communication
    - Human Resource 1
    - Marketing 1
    - Office Practice 101

- **National Certificate: N5 Personal Assistant**
  - EN5099-041
  - National Qualification SAQA ID 66956
  - 12 Months
  - Matric or Introductory N4
  - Modules:
    - Office Practice N5
    - Communication N5
    - Information Processing N5
    - Legal Practice N5

- **National Certificate: N6 Personal Assistant**
  - EN6099-042
  - National Qualification SAQA ID 67001
  - 12 Months
  - Matric or Introductory N4
  - Modules:
    - Office Practice N6
    - Legal Practice N6
    - Information Processing N6
    - Mercantile Law N5

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### Secretarial Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Code</th>
<th>Status</th>
<th>Duration</th>
<th>Requirements</th>
<th>Modules</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Secretary</td>
<td>CER4098-03</td>
<td>Introductory N4</td>
<td>8 Months</td>
<td>No Matric</td>
<td>Basic Business Communication, Human Resource 1, Marketing 1, Office Practice 101</td>
</tr>
<tr>
<td>National Certificate: N4 Management Assistant (Entrepreneurship &amp; Business Management)</td>
<td>EN4099-041</td>
<td>National Qualification SAQA ID 66876</td>
<td>12 Months</td>
<td>Matric or Introductory N4</td>
<td>Office Practice N4, Communication N4, Information Processing N4, Entrepreneurship &amp; Business Management N4</td>
</tr>
<tr>
<td>National Certificate: N4 Management Assistant (Public Administration)</td>
<td>EN4099-042</td>
<td>National Qualification SAQA ID 66876</td>
<td>12 Months</td>
<td>Matric or Introductory N4</td>
<td>Office Practice N4, Communication N4, Information Processing N4, Public Administration N4</td>
</tr>
<tr>
<td>National Certificate: N6 Management Assistant (Public Administration)</td>
<td>EN6099-042</td>
<td>National Qualification SAQA ID 67001</td>
<td>12 Months</td>
<td>N5 Management Assistant</td>
<td>Office Practice N6, Public Relations N5, Information Processing N6, Public Administration N6</td>
</tr>
<tr>
<td>National Certificate: N4 Legal Secretary</td>
<td>EN4071-04</td>
<td>National Qualification SAQA ID 66880</td>
<td>12 Months</td>
<td>Matric or Introductory N4</td>
<td>Office Practice N4, Communication N4, Information Processing N4, Mercantile Law N4</td>
</tr>
<tr>
<td>National Certificate: N5 Legal Secretary</td>
<td>EN5071-04</td>
<td>National Qualification SAQA ID 66959</td>
<td>12 Months</td>
<td>N4 Legal Secretary</td>
<td>Office Practice N5, Communication N5, Information Processing N5, Legal Practice N5</td>
</tr>
<tr>
<td>National Certificate: N6 Legal Secretary</td>
<td>EN6071-04</td>
<td>National Qualification SAQA ID 67004</td>
<td>12 Months</td>
<td>N5 Legal Secretary</td>
<td>Office Practice N6, Legal Practice N6, Information Processing N6, Mercantile Law N5</td>
</tr>
<tr>
<td>National Certificate: N4 Medical Secretary</td>
<td>EN4044-04</td>
<td>National Qualification SAQA ID 66878</td>
<td>12 Months</td>
<td>Matric or Introductory N4</td>
<td>Office Practice N4, Communication N4, Information Processing N4, Medical Practice N4</td>
</tr>
<tr>
<td>National Certificate: N5 Medical Secretary</td>
<td>EN5044-04</td>
<td>National Qualification SAQA ID 66957</td>
<td>12 Months</td>
<td>N4 Medical Secretary</td>
<td>Office Practice N5, Communication N5, Information Processing N5, Medical Practice N5</td>
</tr>
<tr>
<td>National Certificate: N6 Medical Secretary</td>
<td>EN6044-04</td>
<td>National Qualification SAQA ID 67002</td>
<td>12 Months</td>
<td>N5 Medical Secretary</td>
<td>Office Practice N6, Medical Practice N6, Information Processing N6, Computer Practice N4</td>
</tr>
</tbody>
</table>
### SUPPLY CHAIN AND LOGISTICS COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Status</th>
<th>Duration</th>
<th>Requirements</th>
<th>Modules</th>
</tr>
</thead>
<tbody>
<tr>
<td>Logistics &amp; Supply Chain Management</td>
<td>BUS103</td>
<td>Oxbridge Academy Short Course</td>
<td>6 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>Logistics &amp; Supply Chain Management</td>
<td>CER4095-13</td>
<td>Oxbridge Academy Skills Certificate (Endorsed by The IIE)</td>
<td>8 - 12 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>Shipping &amp; Logistics Environment</td>
<td>CER4015-13</td>
<td>Oxbridge Academy Skills Certificate (Endorsed by The IIE)</td>
<td>8 - 12 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>Occupational Certificate: Supply Chain Practitioner</td>
<td>SUPPRA-01</td>
<td>Occupational Qualification SAQA ID 99111</td>
<td>25 Months</td>
<td>NQF Level 4 Qualification</td>
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</table>

### TOURISM AND HOSPITALITY COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Status</th>
<th>Duration</th>
<th>Requirements</th>
<th>Modules</th>
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<tbody>
<tr>
<td>Hotel Management</td>
<td>TRV101</td>
<td>Oxbridge Academy Short Course</td>
<td>6 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>Catering Management</td>
<td>TRV102</td>
<td>Oxbridge Academy Short Course</td>
<td>6 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>Tourism Management</td>
<td>TRV103</td>
<td>Oxbridge Academy Short Course</td>
<td>6 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>Catering Management</td>
<td>CER4069-11</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>Hotel Management</td>
<td>CER4046-11</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>Food &amp; Beverage Management</td>
<td>CER4045-11</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>Restaurant Management</td>
<td>CER4047-11</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>Hotel &amp; Catering Management</td>
<td>CER4043-11</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>Tourism Management</td>
<td>CER4028-03</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>8 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>Hospitality Services</td>
<td>CER4013-01</td>
<td>Oxbridge Academy Skills Certificate</td>
<td>12 Months</td>
<td>No Matric</td>
</tr>
<tr>
<td>National Certificate: N4 Tourism</td>
<td>EN4028-04</td>
<td>National Qualification SAQA ID 66910</td>
<td>12 Months</td>
<td>Matric or Introductory N4</td>
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<tr>
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<td>Matric or Introductory N4</td>
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<td>N4 Hospitality &amp; Catering Services</td>
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<td>N5 Hospitality &amp; Catering Services</td>
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*Note: Students who want to apply for the N6 Diploma after completing their N4 – N6 certificates must pass Introductory Computer Practice N4. Students who have not yet passed this subject can add it to any of the N4 – N6 Tourism courses, at an additional fee.
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