SCHOOL OF
CREATIVE STUDIES
FULLY ACCREDITED DISTANCE LEARNING COURSES (NQF 3 – 6)
Phillip Slatter  
INTEC College Principal

Congratulations on taking this exciting step in getting the qualification that will turn your hobby into more than just a pass time with INTEC Creative School. Follow through on your decision to build on your talents with INTEC’s wide range of creative courses.

INTEC’s 173 new accredited courses bear testimony to our vision for the future. We invite you to explore these programmes and choose a qualification that will empower you to succeed in your chosen career path. On behalf of the INTEC executive and academic team, I wish you all the success in your studies.

Why study with us?

• Quality study material designed specifically for home study.
• The freedom to study at YOUR own pace, where and when it suits YOU.
• The widest range of courses for today’s world.
• Free consultations with INTEC’s career counselling and development specialists.
• Free study choice advice from INTEC’s Student Consultants.
• The convenience of online enrolment, contact and advice.
• Affordable, easy payment options.
• Ongoing study support and attention from qualified tutors.
• A virtual campus experience, which provides around-the-clock direct access to the student management system, and various services.

INTEC College (Pty) Ltd provides courses that are based on academic validation and quality assurance. These courses are developed to meet agreed standards within a national framework, to ensure that new entrants into the market are adequately trained, developed and skilled, as well as to acknowledge and enhance the skills of the current workforce. We also have programme accreditation with Sector Education and Training Authorities (SETAs), falling under the authority of the QCTO. Read more about our accreditation and affiliations:

Umalusi Accreditation
INTEC College (Pty) Ltd has been awarded provisional accreditation by Umalusi. Umalusi is the Council for Quality Assurance in General and Further Education and Training in South Africa - see www.umalusi.org.za
Umalusi Provisional Accreditation No.: FET 00037 PA.

DHET Registration
INTEC College (Pty) Ltd is registered with the Department of Higher Education and Training as a private FET College. Provisional Registration No. 2008/FE07/025 - see www.dhet.gov.za. For further information please refer to our website: (www.intec.edu.za).

Regards,

Phillip Slatter
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Shazia Moosa (27)
Foundation Phase Teacher
Studied: Higher Certificate: Educare: Early Childhood Development

Feeding a child’s brain during the first few years of life is as important as feeding his/her body. With the right stimulation, the child’s brain grows and is well prepared for a lifelong learning process.

Shazia can tell you all about it, this is her passion. Thanks to her Higher Certificate in Early Childhood Development through INTEC, she has the expertise to pursue her passion.

Every day she empowers a child; she feels she is doing her part in making sure that our children grow up to be positive contributors in our society. Working with her community crèches is rewarding for her too because she knows that the foundation she lays today will help lift up her community one day.

Shazia says: “Today I live by the words of my all-time favourite song: I believe the children are the future, teach them well and let them lead the way.”
Cara Murphy (32)
Store Design Consultant
Studied: FETC: Interior Decorating

Ever since she was a little girl, Cara always had an eye for design. Colours, shapes and everything nice. Growing up, she took pride decorating her room in all the bright colours of the rainbow.

As she grew up, her passion also grew. So when the time came for her to choose a career, it was pretty easy for her to go for a FETC: Interior Decorating through INTEC.

It was the start of an attractive career for her and she knew INTEC was the finishing touch she needed to live her lifelong dream.

Cara admits: “I cannot see myself doing anything else, but make spaces beautiful for those who live in them. INTEC helped take my talent to the next level.”
Description

The current education system in South Africa is going through significant changes. Teaching and the management of education requires specific knowledge in educational principles and management skills. The combination of these offers a career in education management. If you are currently working in the early childhood development and care field, and would like to expand your knowledge, the Higher Certificate: Educare: Early Childhood Development is for you. You will demonstrate knowledge and understanding of Early Childhood Development (ECD) in the South African educational context; understand and apply effective communication and interpersonal skills; demonstrate knowledge and understanding of healthy child development; apply knowledge, techniques and skills to support learning and motivation in children; apply knowledge, techniques and skills to foster a healthy self-image in children; and understand and apply knowledge of ECD programmes.

Admission Requirements

- Grade 12 (Std. 10) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 36 months.

Certification

Upon successful completion of the course, you will receive a Higher Certificate: Educare: Early Childhood Development.

Career Opportunities

This qualification will enable you to pursue a career in:
- Early Childhood Development
- Childcare Services
Description

The Certificate: Introduction to Media Studies and Journalism supports the relevant skills and competencies required to access, evaluate and use information resources, produce basic news reports for print and produce basic visual images and captions for publications. In addition, the programme enables the use of language and communication skills for academic and journalistic assignments. The programme also places emphasis on media study areas including the social and economic roles of mass communication, legislative requirements impacting on the media as well as the features of typical forms of news presentations. The qualification enables access into further studies in this field.

Admission Requirements

- Grade 12 (Std.10) or equivalent

Duration

You should be able to complete this course within 24 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Introduction to Media Studies and Journalism.

Career Opportunities

This qualification will enable you to pursue a career as a:
- Junior Reporter
- Freelance Journalist
**Further Education and Training Certificate: Interior Decorating**

**Description**

Aspects of lighting, using colour and texture, paint, furniture purchase and placement, flooring selection and installation, fabric installations, selecting fabulous window treatments, and accessories are all part of the knowledge and skills required to make a success in the field of Interior Decorating. The FETC: Interior Decorating focuses on the relevant skills and competencies applicable to the principles of decor, decor elements, finishes and basic plans and drawings used in interior decorating planning and design. This qualification also enables access into further studies in this field.

**Admission Requirements**

- Grade 11 (Std. 9) or equivalent NQF 3 qualification or equivalent or 2 years verifiable and relevant working experience

**Duration**

You should be able to complete this course within 18 months.

**Certification**

Upon successful completion of the course, you will receive a Further Education and Training Certificate: Interior Decorating.

**Career Opportunities**

This qualification will enable you to pursue a career in:

- Interior Decorating
- Showroom Decorating
- Decor Planning
Description

The FETC: Event Support qualification enables understanding of the events industry, event-related business requirements as well as the business ethics and professional conduct requirements applicable to the events industry. In addition, the programme hones the relevant skills required to perform event administration functions by means of the handling of information, finances, logistics and records to support event planning, implementation and coordination. Skills and knowledge gained will support the ability to execute event support functions with due consideration of safety and security, customer service, marketing and operations.

Admission Requirements

- Communication and Mathematical Literacy at Grade 11 (Std. 7) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Further Education and Training Certificate: Event Support.

Career Opportunities

This qualification will enable you to pursue a career in:

- Event Planning
- Event Administration
- Event Support
- Promotion Planning and Support

www.intec.edu.za
Description

The Certificate: Pattern Cutting and Design enables relevant skills and competencies associated with the ability to adapt clothing trends and use trade terms, diagrams and illustrations related to the sewing trade. It will also teach students about figure measurements, fabric cutting, garment construction, pattern making and design. The programme thus enables the gaining of sewing skills either as a personal hobby or occupation within the clothing manufacturing or fashion environment.

Admission Requirements

- Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Pattern Cutting and Design.

Career Opportunities

This qualification will enable you to pursue a career in:

- Pattern Design and Construction
- Pattern Alterations
CERTIFICATE: DRESSMAKING

Description
The Certificate: Dressmaking supports the knowledge and skills relevant to the handling of sewing tools and equipment, fabric knowledge, garment construction and draping, as well as pattern design and adjustment. The programme thus enables the gaining of sewing skills both as a personal hobby or occupation within the clothing manufacturing or fashion environment.

Admission Requirements
• Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration
You should be able to complete this course within 18 months.

Certification
Upon successful completion of the course, you will receive a Certificate: Dressmaking.

Career Opportunities
This qualification will enable you to pursue a career in:
• Dressmaking
• Alterations
Description

The Certificate: Fashionmaking provides the relevant knowledge and practical skills to support entry-level positions in the fashion design environment. Skills and competencies supported by the programme include, amongst others, the ability to buy and look after tools, equipment and sewing machines, understanding the terminology used in fashion design and sewing, choose suitable fabrics for specific garments, cut, mark and sew fabrics, construct, fit and alter garments and adapt basic patterns to create fashion garments. The qualification supports access into further studies in this field.

Admission Requirements

- Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Fashionmaking.

Career Opportunities

This qualification will enable you to pursue a career in/as a:

- Fashion Design and Garment Construction
- Patternmaker
Description

In sewing and fashion design, a pattern is the paper or cardboard template from which the parts of a garment are traced onto fabric before being cut out and assembled. They are sometimes called paper patterns. Imagine being able to take accurate figure measurements, understand trade terms, diagrams and illustrations of trade procedures and adapt the latest trends in clothing. This course will also teach you to distinguish between the various styles of sleeves, skirts, bodices and collars and know and understand other key dressmaking and pattern cutting tasks. Sew for yourself and your family, making fabulous, unique clothing that looks professional and fits superbly.

Admission Requirements

- Grade 10 (Std 8) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 36 months.

Certification

Upon successful completion of the course, you will receive a Diploma: Dressmaking and Pattern Cutting.

Career Opportunity

This course will enable students to perform the function of Dressmaking and Pattern Cutting.
Certificate: Basic Counselling Skills

Description
The primary purpose of the qualification is to provide knowledge and skills qualifying individuals with the ability to integrate the theory and practice of counselling within a solid ethical framework. The Certificate: Basic Counselling Skills enables skills and competencies applicable to the use of counselling as part of the therapeutic process and the identification of common challenges in the counselling process. It also provides an understanding of a variety of counselling approaches and the ability to work with a variety of techniques. In addition, the programme will enable understanding of the social context in the counselling relationship.

Admission Requirements
- Grade 12 (Std. 10) or equivalent or 2 years verifiable and relevant working experience

Duration
You should be able to complete this course within 18 months.

Certification
Upon successful completion of the course, you will receive a Certificate: Basic Counselling Skills.

Career Opportunity
This qualification will enable you to pursue a career in:
- Counselling Services
Description

Ever-increasing issues that impact health, education, employment and personal relationships require specific techniques and counselling approaches to match clients’ needs. The Certificate: Methods of Counselling includes understand counselling as part of the therapeutic process. If you are good at listening and want to help clients understand their challenges, working with them to develop life improvement strategies, then this course could be right for you. The programme will support the relevant skills and competencies required to support the use of a variety of counselling approaches as part of the therapeutic process.

Admission Requirements

- Grade 12 (Std. 10) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Methods of Counselling.

Career Opportunity

This qualification will enable you to pursue a career in:

- Counselling Services
Description

The primary purpose of the qualification is to provide learners with insight into children’s physical, emotional and intellectual development from conception through to adolescence. The programme focuses on study areas including prenatal development, the physical, cognitive, personality and social development in infancy, early and middle childhood and adolescence. It also examines the development of self-concept and gender identity. In addition, the programme investigates the impact of various factors on development and provides insight into the causes of child abuse and neglect.

Admission Requirements

- Grade 12 (Std.10) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Developmental Psychology.

Career Opportunity

This qualification will enable you to pursue a career in:

- Counselling Services
Description

Industrial-organisational psychology focuses on workplace behaviour and is one of the fastest growing specialty areas in psychology. Industrial Psychologists perform a variety of functions, including hiring qualified employees, conducting tests, designing products, creating training courses and performing research on different aspects of the workplace. The primary purpose of the Certificate: Industrial Psychology qualification is to provide knowledge that qualifies learners with the ability to understand how human behaviour in the workplace affects the performance of a company, a department or a team.

Admission Requirements

- Grade 12 (Std. 10) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Industrial Psychology.

Career Opportunities

This qualification will enable you to pursue a career in:

- Counselling Services
- Industrial Psychology
Description

The Certificate: Sport Psychology includes skills and competencies required to understand the dynamics and importance of psychology in a sporting context. Focus areas include the application of psychological principles to sporting performance and activity with specific reference to motivation, mental preparation and attitude. The programme also creates an awareness of personality and human factors in sport performance as well as the mastering of concentration to enhance performance.

Admission Requirements

• Grade 12 (Std. 10) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Sport Psychology.

Career Opportunities

The qualification will enable you to pursue a career in:

• Counselling Services
• Sport Psychology
Description

Careers in psychology are diverse and varied, with many different specialty areas to choose from. The primary purpose of the qualification is to provide knowledge of the general principles of psychology, thereby qualifying learners with the ability to have insight into human behaviour. The programme focuses on study areas including the functioning of the nervous system, the brain and endocrine system, sensory processes, states of consciousness, memory, theories of intelligence, development of language as well as the aspects of motivation and emotion. In addition, exposure to different theories of personality enables understanding of personalities and behavioural characteristics in human beings.

Admission Requirements

• Grade 12 (Std. 10) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: General Psychology.

Career Opportunity

This qualification will enable you to pursue a career in:

• Counselling Services
DIPLOMA: **PSYCHOLOGY: GENERAL: DEVELOPMENTAL & INDUSTRIAL**

**Description**

The learning programme has three main focus areas including general principles of psychology, the physical, emotional and intellectual development of children and human behaviour in the workplace. The Diploma: Psychology: General: Developmental and Industrial discusses, outlines and describes the different psychological approaches to the study of behaviour and mental processes. In addition, aspects of social psychology such as racism, authoritarianism, gender inequalities, abuse and neglect are included in the programme. The skills and competencies gained also enable understanding of group dynamics and the management of organisational development and change through the use and application of psychological principles.

**Admission Requirements**

- Grade 12 (Std. 10) or equivalent or 2 years verifiable and relevant working experience

**Duration**

You should be able to complete this course within 24 months.

**Certification**

Upon successful completion of the course, you will receive a Diploma: Psychology: General: Developmental and Industrial.

**Career Opportunities**

This qualification will enable you to pursue a career in:

- Counselling Services
- Development Psychology
- Industrial Psychology
Description

The Certificate: Beauty Care and Health provides knowledge and skills to enhance personal grooming and health care or to work in a beauty salon. The programme enables skills and competencies in the areas of personal development, communication skills, skin care, make-up, hair care and styling, body care, cosmetic surgery, health and nutrition as well as fitness.

Admission Requirements

- Grade 9 (Std. 7) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Beauty Care and Health.

Career Opportunities

This qualification will enable you to pursue a career in:

- Beauty Care
- Healthcare
CertIificate:
BEAUty Care AND MoDElIng

Description
South Africa has a thriving beauty and modelling industry. The modelling industry opens doors to countless avenues such as Runway, Commercial/Editorial, Sport, Swimsuit or Glamour Modelling, and often develops into lucrative careers. The Certificate: Beauty Care and Modelling supports skills and competencies including personal development, hair care and styling, skin care, make-up, fitness as well as nutrition and general health. In addition, the programme focuses specifically on modelling as a profession, the role and functions of modelling agencies, self promotion and modelling markets. Specific emphasis is also placed on poise and movement, body parts modelling as well as photography and modelling for television and film.

Admission Requirements
- Grade 9 (Std. 7) or equivalent or 2 years verifiable and relevant working experience

Duration
You should be able to complete this course within 18 months.

Certification
Upon successful completion of the course, you will receive a Certificate: Beauty Care and Modelling.

Career Opportunities
This qualification will enable you to pursue a career in:
- Beauty Care
- Modelling
Description

The Certificate: Beauty Salon Manager enables skills and competencies including Business Management, Inventory Pricing, Bookkeeping and Budgeting, Personnel Management, Marketing and Sales as well as Personal Development. The programme supports the practical application of skills in order to ensure the contextualisation of business skills to the requirements of the Beauty industry and will for example require the drawing up of a business plan for this type of business venture.

Admission Requirements

- Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Beauty Salon Manager.

Career Opportunity

The qualification will enable you to pursue a career in:

- Beauty Salon Management
Description

The Certificate: Basic Beautician: Nail Therapy supports knowledge and skills including customer care, health, safety and hygiene, as well as an overview of the qualities of a successful therapist. Nail-care specific skills include knowledge of the anatomy of the hands and feet, the structure of the nail, the identification and treatment of nail diseases and conditions as well as the handling of manicures, pedicures and specialised treatments. The programme also provides the relevant skills and competencies applicable to artificial nails. The qualification is an entry level qualification and enables further studies in the field of beauty and nail-care.

Admission Requirements

• Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Basic Beautician: Nail Therapy

Career Opportunity

This qualification will enable you to pursue a career in:

• Nail Therapy
Description

The Certificate: Fitness and Nutrition enables skills and competencies including the management of personal health, muscle movement, exercise and its effect on the body, first aid, injury prevention and general health and nutrition. The competencies gained support the effective contextualisation of knowledge in the areas of sports nutrition and the promotion of lifestyle changes. The programme also enables stress management, the designing of conditioning and fitness programmes and the use of movement repertoires for the advancement of fitness. The programme also gives due consideration to business skills relevant to the field of fitness including the development of a business plan, financial management and marketing.

Admission Requirements

- Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Fitness and Nutrition.

Career Opportunities

This qualification will enable you to pursue a career as a/an:

- Assistant Fitness Instructor
- Fitness Consultant
Description
The Diploma: Group Fitness Trainer supports the development of skills and competencies applicable to nutrition, health promotion, weight management, the psychological benefits of exercise and healthy lifestyles. The programme likewise enables knowledge and understanding of physiology, cardio-vascular, strength and flexibility training and individuals will be able to design, lead, modify and instruct group exercises based on the assessment of fitness levels and client needs by means of fitness testing. Finally the programme supports understanding of legal requirements, ethical behaviour and personal liability within the sector.

Admission Requirements
• Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration
You should be able to complete this course within 24 months.

Certification
Upon successful completion of the course, you will receive a Diploma: Group Fitness Trainer.

Career Opportunities
This qualification will enable you to pursue a career as a:
• Fitness Instructor
• Personal Fitness Trainer
• Group Fitness Trainer
Description

The increased attention to health, fitness, and leisure, as well as rehabilitation has created a boom in this industry. Fitness education now encompasses many different areas from principles of healthy living to increasing sporting achievements through complementary fitness programmes. The Diploma: Personal Fitness Trainer supports the development of skills and competencies required to teach, motivate, communicate, market and sell the services of personal fitness training. In addition, competencies include the screening and assessment of fitness as well as the development and implementation of personalised exercise programmes both in and outside of the gymnasium environment.

Admission Requirements

- Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 24 months.

Certification

Upon successful completion of the course, you will receive a Diploma: Personal Fitness Trainer.

Career Opportunities

This qualification will enable you to pursue a career as a:

- Fitness Instructor
- Personal Fitness Trainer
Description
The programme provides the skills and competencies required for the practical handling of soil identification, the establishment and maintaining of lawns, pruning and the use of relevant gardening and horticultural tools and equipment. Furthermore, skills are obtained in the selection and differentiation of plants used for different garden design requirements as well as the installation of sprinkler systems. In addition, the programme supports the skills and competencies required to be an entrepreneur and start a garden service venture.

Admission Requirements
• Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration
You should be able to complete this course within 18 months.

Certification
Upon successful completion of the course, you will receive a Certificate: Gardening and Horticulture.

Career Opportunities
This qualification will enable you to pursue a career in:
• Garden Maintenance Services
• Horticultural Maintenance Services
Description

The art of flower arranging has a broad range of applications both as a hobby or career opportunity. The programme supports the necessary skills and competencies required including the use of equipment, knowledge and understanding of different styles and type of arrangements, arrangements for specific occasions such as festivals and events. The programme furthermore enables the skills to identify and select flowers and foliage in relation to arrangement requirements and due consideration of size, shape, colour and texture. The programme has a strong practical application component.

Admission Requirements

- Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Flower Arranging.

Career Opportunity

This qualification will enable you to pursue a career in:

- Flower Arranging
Description
The Certificate: Photography supports the skills and competencies required to enable the use of photography both as a hobby or career opportunity. The programme includes knowledge and skills on the use of photographic equipment, the interpretation of photographic assignments, principles and concepts of photography and the capturing of images with due consideration of light and composition. In addition, the programme requires a strong practical application of skills for the conceptualising and analysis of concepts and specifications for a variety of photographic projects.

Admission Requirements
• Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration
You should be able to complete this course within 18 months.

Certification
Upon successful completion of the course, you will receive a Certificate: Photography.

Career Opportunities
This qualification will enable you to pursue a career as a:
• Photographer
• Freelance Photographer
• Photographer’s Assistant
• Technical Assistant
Description

Home health care assistants serve an honourable and crucial role in our society by helping the disabled, elderly and chronically ill maintain a high quality of life. The Certificate: Home Health Care provides an understanding of the purpose, functions, responsibilities and role of the caregiver. In particular, the programme enables the transfer of skills and competencies applicable to focus areas including patient’s rights, infection control, oral hygiene, body systems, hypertension, disabilities and emergency situations. The programme likewise places emphasis on the role and function of the home based caregiver.

Admission Requirements

- Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Home Health Care.

Career Opportunity

The qualification will enable you to pursue a career as a:

- Caregiver
Certificate: Farming for Smallholders

Description

The primary purpose of the qualification is to provide knowledge and skills required for the ability to grow, manage, harvest and sell produce in order to turn a smallholding into a profitable farming venture. The Certificate: Farming for Smallholders allows you to apply effective farming techniques for South African conditions. Skills and competencies gained in the programme include crop identification, soil testing and improvement, use of fertilisers, insect and parasite control, rotation of crops, the development and maintaining of vegetable, fruit and flower crops as well as the raising of animals on a smallholding. Business skills and competencies include bookkeeping and knowledge on marketing and sales.

Admission Requirements

- Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Farming for Smallholders.

Career Opportunity

This qualification will enable you to pursue a career in:

- Small Scale Farming
Description

Calligraphy forms an integral part of various other fields like design, graphics and typography and demands an artistic mind with a creative bend and passion for lettering. The Certificate: Calligraphy qualification provides knowledge and skills including the selection and use of calligraphy equipment, the history of calligraphy and different writing styles, letter forms, spacing (letter, word and line), script sizes, colour, as well as the drawing of decorative capitals. Skills and competencies are applied in order to complete different projects and present work in different formats in line with provided specifications.

Admission Requirements

- Grade 10 (Std. 8) or equivalent or 2 years verifiable and relevant working experience

Duration

You should be able to complete this course within 18 months.

Certification

Upon successful completion of the course, you will receive a Certificate: Calligraphy.

Career Opportunity

The qualification will enable you to pursue a career in:

- Calligraphy

Harris Ford

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**Accreditation**
The certification, usually for a particular period of time, of a person, a body or an institution as having the capacity to fulfil a particular function within the quality assurance system set up by SAQA.

**Quality Council for Trades and Occupations (QCTO)**
The Quality Council for Trades and Occupations (QCTO) is the band that ETQA mandated to quality assure all trade and occupational qualifications on the National Qualifications Framework (NQF). SETAs handle the operational quality assurance for specific sectors under the auspices of the QCTO.

**The South African Qualifications Authority (SAQA)**
The South African Qualifications Authority (SAQA) is the apex organisation in the framework of the National Skills Development strategy, and one of their major functions is the maintaining of the three qualifications sub-frameworks (The Higher Education and Training, General and Further Education and Training and Trades and Occupational Qualifications Sub-frameworks) making up the NQF.

**The National Qualifications Framework (NQF)**
The NQF is a comprehensive system approved by the Minister of Higher Education and Training for the classification, registration, publication and articulation of quality-assured national qualifications. The NQF is organised as a series of learning achievements arranged in ascending order from one to ten. Each level on the NQF is described by a statement of learning achievement known as level descriptors.

**Level Descriptor**
A level descriptor provides a broad indication of learning achievements or outcomes that are appropriate to a qualification at that level. There is one set of level descriptors for the NQF. A Level Descriptor describes a particular level of the eight levels of the National Qualifications Framework.

**Field of Learning**
A particular area of learning used as an organising mechanism for the NQF.

**Qualification**
The formal recognition of the achievement of the required number and range of credits and other requirements at specific levels of the NQF determined by the relevant bodies registered by SAQA.

**Unit Standard**
A registered statement of desired education and training outcomes and its associated assessment criteria together with administrative and other information as specified in the regulations.

**Elective Unit Standard**
A selection of additional credits (level of the National Qualifications Framework specified), from which a choice may be made to ensure that the purpose of the qualification is achieved.

**Learning Programme**
A structured set of learning offerings and related assessment and attainment requirements as aligned to a qualification and its specific requirements.
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