

# FALSE BAY TVET COLLEGE

HOW TO APPLY



## BE MORE. BE YOU!



### INTRODUCTION

Established in 2002: False Bay TVET College offers quality, accredited, vocational, occupational and skills programmes in a range of fields, designed with industry to meet the skills shortages of South Africa.

We offer practical career paths to suit your passion in Engineering, Business, Hospitality, Information Communications Technology, Safety in Society, Education Studies, 2D Animation, Tourism Yacht and Boat Building.

False Bay TVET College, a leader in the Public Technical and Vocational Education and Training (TVET) Colleges sector has been rated as one of the top performing TVET Colleges in South Africa.

### F FISH HOEK CAMPUS

T 021 782 0144 | F 021 782 6131  
Corner 7th Avenue & Kommetjie Road, Fish Hoek

Fish Hoek Campus focuses on training future business and ICT leaders. Situated in the heart of Fish Hoek, this campus is especially well-equipped to facilitate students with disabilities. A Microsoft Academy has been established at this site. Specialised Higher Certificate courses are available in partnership with Cape Peninsula University of Technology.

#### PROGRAMMES

- INFORMATION COMMUNICATIONS TECHNOLOGY (ICT)
- BUSINESS, FINANCE, HUMAN RESOURCES, MANAGEMENT ASSISTANT AND PUBLIC MANAGEMENT

### W WESTLAKE CAMPUS

T 021 701 1340 / 021 700 6400 | F 021 701 1855  
Westlake Drive, Westlake

The heart of FBC's Engineering arm, this spacious campus features numerous facilities and well-kept grounds, coupled with modern training workshops. Westlake Campus offers a full range of Engineering study options and is the provincial Centre of Specialisation for Mechanical Fitting. The only TVET College to offer Yacht and Boat Building, the Westlake Campus has decentralised Trade and Level Testing Centres for an array of artisan trades.

#### PROGRAMMES

- CIVIL, ELECTRICAL AND MECHANICAL ENGINEERING
- SAFETY IN SOCIETY
- YACHT AND BOAT BUILDING

### K KHAYELITSHA CAMPUS

T 021 361 3430/ 021 360 5000 | F 021 361 8880  
Mew Way, Khayelitsha

Ideally located between Mitchell's Plain and Khayelitsha in Mew Way, this flag-ship campus is easily accessed and offers a wide variety of programmes. The access-controlled campus has been refurbished and features a modern electrical and motors workshop along with excellent teaching and quality sporting facilities.

#### PROGRAMMES

- INFORMATION COMMUNICATIONS TECHNOLOGY (ICT)
- BUSINESS, FINANCE, HUMAN RESOURCES AND PUBLIC MANAGEMENT
- EDUCATION STUDIES
- ENGINEERING STUDIES
- HOSPITALITY

### M MUIZENBERG CAMPUS

T 021 788 8373 | F 021 788 2417  
York Road, Muizenberg

Muizenberg Campus is the hospitality training hub for the College. In addition, Tourism and 2D Animation programmes are offered. The campus boasts three kitchens and a beautiful training restaurant overlooking Muizenberg Beach. A passionate staff compliment and hands-on teaching methods have produced National World Skills Competitors for the past decade.

#### PROGRAMMES

- HOSPITALITY
- TOURISM
- 2D ANIMATION

### MP MITCHELL'S PLAIN CAMPUS

T 021 391 0717 | F 086 564 7699  
Merrydale Road, Mitchell's Plain

Located on Merrydale Road, Mitchell's Plain, the campus is a stone throw away from a bus and taxi route. The campus offers full-time and part-time study options to suit the community's education needs.

#### PROGRAMMES

- BUSINESS, FINANCE, HUMAN RESOURCES AND PUBLIC MANAGEMENT
- EDUCATION STUDIES

### DL DISTANCE LEARNING CAMPUS

T 021 701 1153 | F 086 463 8479  
Westlake Drive, Westlake

Distance Learning is suitable for students within the Western Cape who are unable to attend classes on a regular basis, who are able to study independently and/or who are working full-time.

Providing, quality, relevant and accredited training options, the Campus aims to make the study experience worthwhile. The programmes are effective, manageable and students receive continual support and feedback throughout their study period.

#### PROGRAMMES

- BUSINESS STUDIES
- ENGINEERING STUDIES
- EDUCATION STUDIES
- Business Management
- Management Assistant
- Financial Management
- Public Management
- Human Resource Management
- Motor Mechanics
- Electrical Engineering
- Fitting and Turning
- Plumbing
- Educare

### CfE CENTRE FOR ENTREPRENEURSHIP | RAPID INCUBATOR

T 021 201 1215 | F 021 701 1855  
Westlake Drive, Westlake

Aspiring entrepreneurs with a business idea are welcome to register for a mentorship training programme.

### S SWARTKLIP CAMPUS (UNDER CONSTRUCTION) CENTRE OF SPECIALISATION: RIGGING

T 021 787 0800 / 021 700 6400

## 1 APPLICATION PROCESS

So now you have decided which programme you would like to study with us! What next?



Download an application form from our website or visit the campus where your preferred programme is offered to complete an application form.

Remember, only completed application forms with the following certified documents will be considered:

- Birth Certificate/Identity Document (Proof of application for new ID/Passport)
- Most recent Academic results
- Certificates/Qualifications
- Proof of home address: Municipal billing document/other account statement (not older than 3 months)

#### Foreign Nationals

- Study Permit (valid for duration of study period)
- SAQA Foreign Qualifications Evaluation ([www.saqa.org.za](http://www.saqa.org.za))
- Passport

## 2 INTERVIEWS



Once you have completed your application to study, you may be required to attend an interview. All applicants from school and other colleges will be required to submit a school transcript / personal profile form which will need to be completed and stamped by your school.

## 3 AFTER THE INTERVIEW

Once you have completed your interview, you will receive a SMS from False Bay TVET College informing you of one of the following:

- You have been accepted to register, pending the submission of your final results to the Campus. You may now register with proof of payment or white bursary slip.
- You are on a waiting list. Programme availability is being finalised.
- You have unfortunately not been accepted. You either have not met the minimum entrance requirements for the programme selected or the programme is full.

## 4 REGISTRATION PROCESS



- Applicants under 18 years of age must be accompanied by a parent or guardian.
- Submit certified proof of residence and a certified copy of your parents or guardians ID with your False Bay TVET College acceptance letter.
- Complete Biographical, Programme Registration, Finance Agreement and Student Code of Conduct forms.
- Students applying for bursaries can now complete their bursary application forms. Students must submit their acceptance letter together with the following certified documents on application: your guardians and your ID; proof of residence, most recent qualification and employment documents (salary slips) or affidavit if unemployed.
- Your first instalment fee is now due (Private students). This must be paid into our bank account (details available upon request). Feel free to use the campus debit/credit card facility.
- With proof of payment or white bursary slip you may now register.
- You will be issued with a proof of registration, on completion of your registration. Please check that your information has been recorded accurately.



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York Road, Muizenberg

### CfE CENTRE FOR ENTREPRENEURSHIP RAPID INCUBATOR

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BE MORE. BE YOU!

STUDENT  
INFORMATION  
GUIDE

#BeMoreBeYou

FALSE BAY  
COLLEGE  
My dream. My college.



NSFAS Bursaries are available for the NC(V) and Nated N1-N6 Studies

**What does the NSFAS Bursary Cover?**

- Study Fees
- Personal Care Allowance R 2 750 per year
- Annual Travel Allowance R 7 000 if you travel to college.

**How Do I Qualify?**

- Be a South African Citizen
- Combined household income must not be more than R350K
- Be accepted and registered to study at False Bay TVET College
- Terms and Conditions Apply.

Our dedicated, qualified Student Support Officers at each campus will assist you with:

**CAREER AND PERSONAL COUNSELLING**

This is a free service to FBC College students. You will be able to make use of our pre-course assessment tools, which helps you to establish your career pathway. Confidential counselling is available to assist those who may be facing crisis situations, adjustment or personal problems. Our Student Support Department also hosts life skills workshops and seminars.

**LEARNING ASSISTANCE**

Student Support Services helps students to develop appropriate and effective approaches to learning, exam preparation and time management through individual and group workshops.

**INCLUSIVE EDUCATION**

Inclusive Education Support assists and provides services to students with physical, learning and mental challenges. Further information about Inclusive Education services are available from the Inclusive Education Offices located on the Muizenberg and Khayelitsha Campuses.

**CONTACT OUR OCCUPATIONAL THERAPISTS:**

Judith De Jager - Tel: 021-787-0907 (Muizenberg Campus)  
Jacky Lenting - Tel: 021 361 3430 / 021 360 5000 (Khayelitsha Campus)



- Facebook: FalsebayCollege
- Twitter: @FalsebayCollege
- Instagram: falsebay\_college

**WORK INTEGRATED LEARNING (WIL)**

The WIL Department offers support for False Bay TVET College students who require practical work experience to complete their diploma. Graduating students will also benefit when seeking placement and employment opportunities.

**WIL services include:**

- Workshops and Seminars i.e. work readiness, interview and CV writing skills
- Relationship building with host employers
- Monitoring and evaluation of placed students
- Tracking of students and receiving feedback from students and host employers

www.falsebaycollege.co.za



**PROGRAMME FEES**

Programme	Duration and Mode	Admission Requirements	Fees	Fees (Part Time & Distance Learning) per subject	Campus
	<i>Full Time (FT) Part Time (PT) Distance Learning (DL)</i>	<i>Application criteria will apply</i>			
<b>2D Animation</b>	National Certificate: 2D Animation Level 5 1 year (FT)	Grade 12 with portfolio	R 34 517		Muizenberg Campus
<b>Tourism</b>	National Certificate (Vocational): Tourism Level 2-4 1 year per level (FT)	Minimum: Grade 9 pass	R 14 887 p/year		Muizenberg Campus
	National N Diploma: National Certificate: Tourism N4-N6 6 months per N level (FT + PT)	Minimum: Grade 12 pass	R 6 848 p/semester	R 1 956 p/subject	Muizenberg Campus
<b>Hospitality</b>	National Certificate (Vocational): Hospitality Level 2-4 1 year per level (FT)	Minimum: Grade 9 pass	R 19 421 p/year		Muizenberg Campus
	National N Diploma: National Certificate: Hospitality and Catering Services N4-N6 6 months per N level (FT)	Minimum: Grade 12 pass	R 7 028 p/semester	from R 1 702 p/subject	Muizenberg Campus
	<b>Skills Programme</b> Assistant Chef 6 months (FT)	Minimum: Grade 10	Funded		Khayelitsha Campus
<b>Information Communications Technology</b>	National Certificate (Vocational): Information Technology and Computer Science Level 2-4 1 year per level (FT)	Minimum: Grade 9 pass	R 15 692 p/year		Fish Hoek and Khayelitsha Campus
	Higher Certificate: Information Communication Technology Services Management (CPUT) 1 year (FT)	Minimum: Grade 12 pass	R 23 034		Fish Hoek and Khayelitsha Campus
	National Certificate: End User Computing 1 year (FT)	Minimum: Grade 12 pass	Funded		Fish Hoek and Khayelitsha Campus
	FETC: Technical Support 1 year (FT)	Minimum: Grade 12 pass	Funded		Fish Hoek and Khayelitsha Campus
	National Certificate: IT and Support Systems Level 5 1 year (FT)	Minimum: Grade 12 pass	Funded		Fish Hoek and Khayelitsha Campus
	<b>Skills Programme</b> CISCO CCNA Discovery 1 & 2 1 year (PT)	English Proficiency		R 4 253 p/module	Fish Hoek Campus
<b>Safety in Society</b>	National Certificate (Vocational): Safety in Society Level 2-4 1 year per level (FT)	Minimum: Grade 9 pass	R 10 500 p/year		Westlake Campus
<b>Yacht and Boatbuilding</b>	National Certificate: Yacht and Boatbuilding Level 2-4 6 months per level (FT)	Minimum: Grade 9, preference given to Grade 12	from R 36 164 p/year		Westlake Campus
<b>Education Studies</b>	National N Diploma: National Certificate: Educare N4-N6 6 months per N level (FT + DL)	Minimum: Grade 12 pass	R 3 784 p/semester	from R 968 p/subject	Mitchells Plain and Khayelitsha Campus
	National Diploma: Early Childhood Development Level 5 18 months (PT)	Minimum: HETC: ECD Level 5		R 17 010	Khayelitsha Campus
	<b>Certificates</b> GETC: Early Childhood Development Level 1 18 months (PT)	Maths Lit and Communication; ABET Level 3 / Grade 9		R 17 010	Khayelitsha Campus
	FETC: Early Childhood Development Level 4 (FETC in ECD) Level 4 18 months (PT)	Minimum: Grade 12 with assessment and interview		R 17 010	Khayelitsha Campus
	HETC: Early Childhood Development Level 5 18 months (PT)	FETC ECD: Level 4		R 17 010	Khayelitsha Campus
<b>Business Studies</b>	<b>National Certificate (Vocational): NC(V) Level 2-4</b> Office Administration 1 year per level (FT)	Minimum: Grade 9 pass	R 10 248 p/year		Fish Hoek and Khayelitsha Campus
	Finance, Economics and Accounting 1 year per level (FT)	Minimum: Grade 9 pass	R 11 465		Fish Hoek and Khayelitsha Campus
	<b>National N Diploma: National Certificate N4-N6</b> Business Management 6 months per N level (FT, PT + DL)	Minimum: Grade 12 pass	R 3 116 p/semester	R 968 p/subject	Fish Hoek, Mitchells Plain and Khayelitsha Campus
	Financial Management 6 months per N level (FT, PT + DL)	Minimum: Grade 12 pass with Accounting	R 3 116 p/semester	R 968 p/subject	Fish Hoek, Mitchells Plain and Khayelitsha Campus
	Public Management 6 months per N level (FT, PT + DL)	Minimum: Grade 12 pass	R 3 116 p/semester	R 968 p/subject	Fish Hoek, Mitchells Plain and Khayelitsha Campus
	Human Resource Management N4-N5 (NEW) 6 months per N level (FT, PT + DL)	Minimum: Grade 12 pass	R 3 116 p/semester	R 968 p/subject	Fish Hoek, Mitchells Plain and Khayelitsha Campus
	Management Assistant (Secretarial) 6 months per N level (FT + DL)	Minimum: Grade 12 pass	R 3 116 p/semester	R 968 p/subject	Fish Hoek Campus
	<b>National Certificate</b> National Certificate: Office Administration L5 1 year (FT)	Minimum: Grade 12 pass	Funded		Fish Hoek Campus
	National Certificate: Bookkeeping L3 1 year (FT)	Minimum: Grade 12 pass	R 4 985 p/module (4 modules)		Fish Hoek Campus
	Accounting Technician SA L3 1 year (FT)	Minimum: Grade 12 pass	R 4 985 p/module (2 modules)		Fish Hoek Campus
	Institute of Certified Bookkeepers: Junior Level 3 1 year (PT)	Minimum: Grade 12 pass	R 4 985 p/module (4 modules)		Fish Hoek Campus
	Institute of Certified Bookkeepers: Senior Level 4 6 months (PT)	Junior Bookkeeping	R 4 985 p/module (2 modules)		Fish Hoek Campus
	GETC: Adult Basic Education and Training Level 1 Wholesale and Retail 18 months (PT)	Maths Lit and Communication; ABET Level 3 / Grade 9	Funded		Mitchells Plain Campus
	National Certificate: Wholesale and Retail Operations L2 Merchandising 1 year (FT)	Minimum: Grade 9 or Level 1: Wholesale and Retail	Funded		Mitchells Plain Campus
	National Certificate: Wholesale and Retail Operations L2 Help Desk 1 year (FT)	Minimum: Grade 9 or Level 1: Wholesale and Retail	Funded		Mitchells Plain Campus
	Financial Accounting 6 months p/module	Grade 12 pass	R 4 985 p/module (4 modules)		Fish Hoek Campus
<b>PLP</b>	Pre-Vocational Learning Programmes 1 year (FT)	Minimum: Grade 9 pass	R 5 333		Khayelitsha, Muizenberg & Westlake Campus
<b>Engineering Studies</b>	<b>National Certificate: N1-N6</b> N1-N3: Electrical 10 weeks per level (FT+ DL)		R 2 100 p/trimester	R 699 p/subject	Westlake & Khayelitsha Campus
	N4-N6: Electrical 10 weeks per level (FT+ DL)		R 2 452 p/trimester	R 792 p/subject	Westlake Campus
	N1-N3: Motor Mechanics 10 weeks per level (FT+ DL)		R 2 100 p/trimester	R 699 p/subject	Westlake and Khayelitsha Campus
	N1-N3: Fitting and Turning 10 weeks per level (FT+ DL)		R 2 100 p/trimester	R 699 p/subject	Westlake Campus
	N1-N2: Fabrication 10 weeks per level (FT)	Minimum: Grade 11 with Maths or Maths Literacy minimum 50% pass	R 2 100 p/trimester		Westlake Campus
	N1-N2: Welding 10 weeks per level (FT)		R 2 100 p/trimester		Westlake Campus
	N1-N2: Plumbing 10 weeks per level (FT+ DL)		R 2 100 p/trimester	R 699 p/subject	Westlake Campus
	N1-N3: Carpentry 10 weeks per level (FT)		R 2 100 p/trimester		Westlake Campus
	<b>National Certificate (Vocational): NC(V) Level 2-4</b> Electrical Infrastructure Construction 1 year per level (FT)	Minimum: Grade 9 pass	R 15 801 p/year		Westlake and Khayelitsha Campus
	Engineering and Related Design: Motor Mechanics 1 year per level (FT)		R 20 567 p/year		Westlake and Khayelitsha Campus
	Engineering and Related Design: Fitting and Turning 1 year per level (FT)		R 20 567 p/year		Westlake Campus
	Engineering and Related Design: Fabrication 1 year per level (FT)		R 20 567 p/year		Westlake Campus
	<b>National Certificate NQF Level 2-4</b> Automotive Body Repair 6 month per level (FT)	Minimum: Grade 9, preference given to Grade 12	R 34 517		Westlake Campus
	Automotive Spray-painting 6 month per level (FT)	Minimum: Grade 9, preference given to Grade 12	R 34 517		Westlake Campus
	Automotive Repair and Maintenance 6 month per level (FT)	Minimum: Grade 11, preference given to Grade 12	R 34 517		Khayelitsha Campus
	Building and Civil Construction 6 month per level (FT)	Minimum: Grade 11, preference given to Grade 12	R 25 200		Westlake Campus
	Welding Application and Practice 6 month per level (FT)	Minimum: Grade 11, preference given to Grade 12	R 34 517		Khayelitsha Campus
	Mechanical Fitting 6 month per level (FT)	Minimum: Grade 11, preference given to Grade 12	R 34 517		Westlake Campus
	<b>Competency Based Modular Training</b> Electrical Level 1-3 1 year: 10 weeks per level (FT)	Grade 12 or minimum N2 Certificate	from R 18 236 p/term		Westlake Campus
	Fitting and Turning Level 1-4 1 year: 10 weeks per level (FT)		R 18 263 p/term		
	Welding Level 1-4 1 year: 10 weeks per level (FT)		R 18 236 p/term		
	CC: Wood Machinist / Joinery (PPC) 1 year: 10 weeks per level (FT)		R 17 571 p/term		
	Automotive Body Repair Level 1-3 1 year: 10 weeks per level (FT)		R 16 645 p/term		
	Boilermaking Level 1-4 1 year: 10 weeks per level (FT)		R 18 263 p/term		
	CC: Spray-painting Level 1-2 1 year: 10 weeks per level (FT)		R 17 976 p/term		
	<b>Centre of Specialisation</b> Rigging 3 year programme	Apprenticeship			Swartklip Campus
	Mechanical Fitting 3 year programme	Apprenticeship			Westlake Campus

INFORMATION REQUEST

False Bay TVET College offers accredited Technical & Vocational Education and Training

INDICATE YOUR AREA OF INTEREST

- ENGINEERING STUDIES**
  - Autobody Repair & Spray Painting
  - Automotive Repair & Maintenance (Motor Mechanics)
  - Electrical
  - Fabrication/Welding
  - Fitting & Turning
  - Wood Machining & Joinery
  - Solar Heating and Installation
  - Community House Building
- INFORMATION COMMUNICATIONS TECHNOLOGY (ICT)**
  - Information Technology & Computer Science
  - International Computer Driving Licence
  - Cisco CCNA
  - IT & System Support
  - Information & Communication Technology(CPUT)
- EDUCATION STUDIES**
  - Educare
  - Early Childhood Development
  - CAPS Training
- HOSPITALITY**
  - Hospitality & Catering Services
  - Assistant Chef
- BUSINESS STUDIES**
  - Finance, Economics & Accounting
  - Office Administration
  - Internationally Certified Bookkeeping
  - Business Management
  - Management Assistant
  - Financial Management
  - Public Management
  - Human Resource Management
  - Accounting Technician
  - Wholesale and Retail Operations
- TOURISM**
- SAFETY IN SOCIETY**
- YACHT & BOAT BUILDING**
- 2D ANIMATION**
- SHORT SKILLS AND FUNDED TRAINING PROGRAMMES**

Title  Mr  Miss  Mrs  Date \_\_\_\_\_

Name \_\_\_\_\_

Surname \_\_\_\_\_

ID Number \_\_\_\_\_

Date of Birth \_\_\_\_\_

Gender  Male  Female

Home language \_\_\_\_\_

Tel \_\_\_\_\_

Email \_\_\_\_\_

Postal Address \_\_\_\_\_

Name of School/Organisation \_\_\_\_\_

Grade \_\_\_\_\_

What is your current status?  
 Student  Employed  Unemployed

What is your preferred form of communication  
 Email  SMS