

The Human Resource Manager

Dear Sir / Madam

REQUEST TO ACCOMODATE BETWEEN ONE (1) AND TEN (10) STUDENTS ENROLLED FOR THE NATIONAL CERTIFICATE (VOCATIONAL) / NC(V) FOR 1 TO 2 WEEKS OF EXPERIENTIAL LEARNING DURING THE VACATION PERIODS OF: 24 JUNE – 18 JULY 2011 AND 05 AUGUST – 05 SEPTEMBER 2011

South West Gauteng College is a public Further Education and Training institution operating under the auspices of the Gauteng Department of Education, accredited by Umalusi and several Sector Education and Training Authorities (Seta's) to offer education and training mostly in the FET band of NQF level 2 to 4. Some programmes are offered in the Higher Education band.

With its head office located at Molapo, Soweto and campuses spread throughout Soweto (3) to Roodepoort (2) and Randburg (1), the college is a real citadel of education and training for communities in its wide catchment area and beyond!

The excitement of the moment at the college is undoubtedly the new **National Certificate (Vocational) or NC(V) curriculum**, which the college rolled-out successfully at Level 2 in 2007; in 2009 and 2010 the College completed its first and second Level 4 graduate cohorts, with many students completing Level 4 in the varied programmes, ranging from programmes in Business Studies to Engineering Studies and many programmes in between. At this moment, the college has over four thousand (4 000) students enrolled in the 11 NC(V) programmes, with over a thousand doing the entry level, Level 2.

Whereas, previously most students waited until they had passed Grade 12 at school before coming to the college, the New Curriculum (NCV) is open to learners with Grades, 10,11, or 12, depending on aptitude. This learner will then follow a three-year programme of NQF level 2 to 4, which will culminate in the learner acquiring an NQF level 4 Certificate at the end of the third year. This certificate will not only have prepared the learner for the vocation of his or her choice and for the real world of work, but will also have given this learner an NQF level 4 qualification with entitles the learner to proceed to Higher Education, should he or she so desire, and meets the HE minimum requirements.

It is a strong recommendation that learners enrolled for these NC(V) programmes spend a minimum of one week (Level 2) and two weeks (level 3 and 4) per year in a workplace, observing and, or doing actual work in a field pertaining to the programme they are studying.

We therefore make an appeal to your organization to accommodate between one (1) and ten (10) of the college's students during the vacation periods of 24 June – 18 July 2011 and 05 August – 05 September 2011 For Workplace Integration or experiential learning.

The students are made to sign an indemnity form indemnifying the company from any claim and are made to understand that whilst all reasonable precaution will be taken to ensure their safety, they will be undertaking the experiential learning at their own risk.

The organization chooses the programme for which it will accommodate learners and is under no obligation to make any monetary or material advance to the learners, whilst the learners are made to commit to observing all rules and regulations of the company during their time of experiential learning.

For more information on this request, the following Campus Managers for the different programmes on offer at the college can be contacted, together with the Deputy Principal for Academic Affairs and Operations, Ms Palesa Matseba (083 252 9246):

- **Mr Andrew Dube** – Dobsonville Campus (Business Studies) - 082 887 8004.
- **Mr Joey Monyamane** – George Tabor Campus (Tourism, Safety in Society, ICT) - 082 445 3327.
- **Mr Sydwell** – Molapo Campus (Engineering and Related Design, Mechanical Engineering, Civil Engineering) - 072 423 9398.
- **Mrs Fia Coertze** – Roodepoort Campus (Business Studies, Hospitality) - 083 449 1142.
- **Mrs Moipone Mashile** – Roodepoort West (Electrical Engineering) - 082 413 9912.
- **Mr Johannes Makola** – Technisa Campus (Tourism, Marketing) - 083 769 5145.

We look forward to a favourable response from your organization and the start of a mutually beneficial relationship between the college and your organization.

We attach some information brochures containing details of the programmes offered at the college.

Thanking you in anticipation.

Dan L Nkosi
Principal
082 892 1106