



2025/2026

COLLEGE PROSPECTUS



Global institution of excellence, surpassing community needs



VISION

A global institution of excellence, surpassing community needs

MISSION

To provide high quality Education and Training that is affordable, relevant, learner-centred and that contributes to the total development of individuals through:

- Optimal utilisation of resources
- Creative and innovative modes of delivery
- Appropriately skilled staff and
- Community upliftment

KEY VALUES



Teamwork



Respect



Transformation



Accountability

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WHO WE ARE

Public TVET Colleges form part of the Department of Higher Education & Training (DHET) together with public Universities, National Institutes for Higher Education, Trade Testing Centres, Skills Development Institute and Sector Education and Training Authorities (SETAs).

ORBIT College is one of 3 public TVET Colleges in the North West Province. The mandate of public TVET Colleges is to steadily increase the number of students enrolled and trained in priority and critical skills areas, putting TVET Colleges at the centre of skills development and more specifically the artisan development agenda of South Africa. This relates to equipping the unemployed,

(specifically youth who are Not in Education, not in Employment and Training i.e. NEETs) with the requisite skills base to overcome poverty and the economic challenge of unemployment.

The specific focus of public TVET Colleges is to address the skills shortages in SA, by offering relevant and responsive vocational and occupational programmes.

ORBIT College has a Central Office in Rustenburg with 3 learning delivery sites:

- Rustenburg Campus
- Brits Campus
- Mankwe Campus

WHAT WE DO AND HOW WE DO IT?

A diverse range of accredited vocational and occupational programmes are offered at ORBIT College.

1. All programmes offered at the respective campuses are registered on the National Qualifications Framework (NQF) and are fully accredited by UMALUSI and QCTO or by the relevant SETAs.
2. All National Certificate (Vocational) [NC(V)] Programmes are quality assured by UMALUSI (the ETQA).
3. Report 191 (N4-N6) programmes are quality assured by QCTO.
4. All occupational programmes are quality assured by the relevant SETA from which the
5. ORBIT TVET College is ISO 9001:2015 compliant and is externally audited by SABS through annual surveillance audits and 3 year re-certification audits.
6. Service delivery in the classroom and to clients in general is quality assured through the implementation of the Quality Management System (QMS) of the College.

WHY YOU SHOULD CHOOSE US?

Because @ ORBIT TVET COLLEGE we...

- Address the training needs of people from all walks of life
- Offer a diverse range of vocational and occupational programmes
- Believe in serving our community to enhance national economic growth
- Advocate the principle of life-long learning
- Offer affordable quality tuition
- Adopt a holistic approach to the development of our students
- Provide students with the necessary practical learning environment to master the skills they acquire

CENTRAL OFFICE

The Central Office is situated in Rustenburg, hosting Senior Management, Academic and Student Support Services, Finance, Supply Chain, Corporate Services, as well as Innovation & Development Units. The Central Office is the administration and management hub of ORBIT TVET College from where support to all delivery sites from the different units is initiated and implemented. ORBIT TVET College is proud host of Artificial Intelligence (AI) Programme which is a collaborative between INTEL, Department of Higher Education & Training. ORBIT College is the first institution in Africa to roll out the INTEL Artificial Intelligence (AI) Future Workforce Programme that was launched at Brits Campus on 19 July 2022. The purpose of the programme is to empower future workforce with the necessary AI skills for employability in a digital economy.



MANKWE CAMPUS

Situated just a few kilometres from Sun International's Sun City, Mankwe Campus hosts a wide range of student facilities including student accommodation and sporting grounds. A magnificent simulated workplace environment for Tourism and Hospitality students is a unique feature of the Mankwe Campus. The Campus boasts two unique simulated guesthouse facilities, which are serviced and managed by the Hospitality and Tourism students. The public can book these self-catering facilities at very affordable prices and enjoy a relaxing stay in a tranquil environment. The Tourism and Hospitality Training Centre consisting of conference facilities, and the restaurant expose students to real-life work experience while completing their studies.

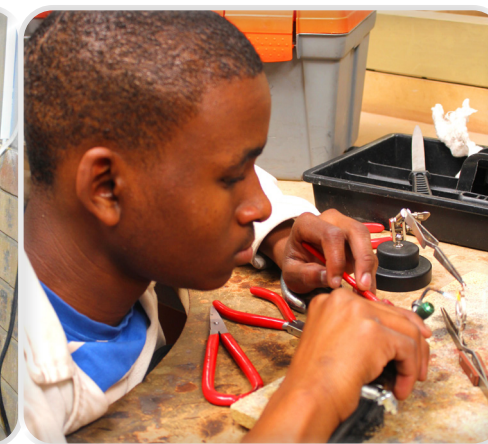
Mankwe Campus also offers Automotive Repair and Maintenance, as well as Transport and Logistics as niche programmes and boasts a state-of-the-art Samsung Engineering and Electronics Academy. In addition, a number of relevant artisan development programmes are offered with the campus being awarded a Centre of Specialisation in Diesel Trade. Mankwe Campus is also an accredited Trade Test Centre for the Diesel Mechanic Trade. Mankwe Campus also hosts the CFE Rapid Incubator where students are assisted to set up their own businesses. Furthermore, Mankwe Campus is a proud host of the CUEFA Virtual Welding Workshop.



RUSTENBURG CAMPUS

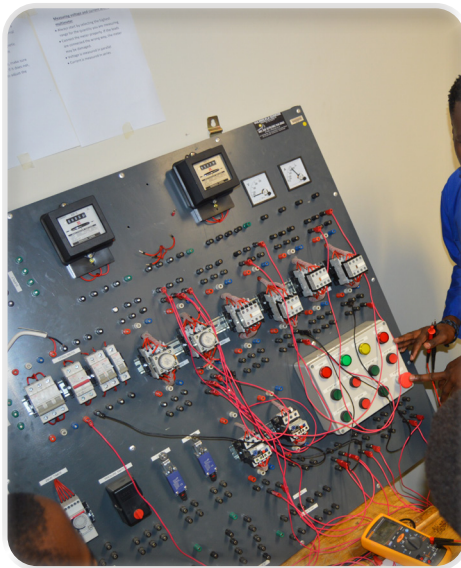
The Rustenburg Campus is situated in an urban area surrounded by large mining operations. Unique aspects of the Rustenburg Campus include the Jewellery Design and Manufacture Training Centre next to *The Platinum Incubator* (TPI) where students are assisted in getting their own jewellery design and trade businesses off the ground. Rustenburg Campus is the ICT training hub of ORBIT College offering programmes in ICT, Multimedia, Robotics & AI. Hairdressing, Beauty & Nail Technology are also offered.

Rustenburg Campus is also the proud host of the Centre for Entrepreneurship. The purpose of this Centre is to provide Generic Enterprise Development, Intervention and Incubation services to ORBIT TVET College graduates and members from the community. In addition to the above, Rustenburg Campus serves the local mining industry by offering a variety of relevant artisan development programmes.



BRITS CAMPUS

Brits Campus is situated in a semi-urban area, surrounded by the mining sector, businesses and industries and is the only institution in the Madibeng area offering Engineering-related studies in Civil Engineering and Building Construction and Electrical Engineering. Brits Campus was awarded a Centre of Specialisation in Electrical Trade. Brits Campus is also a proud host of the CHIETA SMART Centre.



C

NATIONAL QUALIFICATIONS FRAMEWORK

The NQF is designed to contribute to the full personal development of each learner and the social and economic development of the nation at large.

Below is the NQF Structure:

NQF LEVEL	QUALIFICATION	EXAMPLES
NQF LEVEL 1	ABET Level 4 / Grade 9 / GETC	Foundational education
NQF LEVEL 2	Grade 10 / NCV Level 2 / TVET Certificates (N2)	Intro to academic or vocational paths
NQF LEVEL 3	Grade 11 / NCV Level 3 / TVET Certificates (N3)	Prepares for Matric or technical programs
NQF LEVEL 4	NSC (Matric) / NCV Level 4 / TVET Certificates (N4) / Trade Qualifications (Red Seal)	School-leaving or artisan qualification
NQF LEVEL 5	Higher Certificate / N4–N6 Certificates	Entry-level technical or higher education
NQF LEVEL 6	National Diploma / Advanced Certificate / Trade Test (Artisans)	Specialized technical qualifications
NQF LEVEL 7	Bachelor's Degree / Advanced Diploma	Professional undergraduate qualification
NQF LEVEL 8	Honours Degree / Postgraduate Diploma	
NQF LEVEL 9	Master's Degree	Advanced research or specialization
NQF LEVEL 10	Doctorate (PhD)	Original research and academic expertise

D NATIONAL CERTIFICATE (VOCATIONAL) NQF LEVEL 2 - 4

WHAT IS THE NATIONAL CERTIFICATE (VOCATIONAL) [NC(V)] QUALIFICATION?

NC(V) is the vocational programme offered at Level 2-4 of the National Qualifications Framework (NQF) and is offered by all public TVET Colleges countrywide. The qualification is intended to directly address the priority skills demands of the modern South African economy.

The NC(V) Qualification is designed to provide both theory and practice, thus granting students an opportunity to gain work experience during their period of study. Practical experience may be gained in either a simulated or real workshop environment.

WHICH NC(V) PROGRAMMES ARE OFFERED BY ORBIT COLLEGE?

Engineering-related & ICT Field:

- Engineering and Related Design (Fitting and Turning OR Fabrication OR Automotive Repair and Maintenance)
- Electrical Infrastructure Construction
- Civil Engineering and Building Construction (Carpentry & Roof Work OR Masonry)
- Information Communication Technology and Computer Science
- Information Communication Technology and Computer Science (Programming & Robotics)

Business-related Field:

- Finance, Economics and Accounting
- Office Administration

Services-related Field:

- Tourism
- Hospitality (Accommodation, Events and Catering Services)
- Transport and Logistics

PRE-VOCATIONAL LEARNING PROGRAMME (PLP)

This programme is designed to assist candidates who do not meet the minimum APS score required for entry into the NC(V) Programmes. Candidates are referred to study PLP in order to improve their subject achievement levels. The period of completion is one year. The programme consists of the following subjects:

- English
- Mathematics
- Science
- Life Skills (including Technology)

CURRICULUM

Each NC(V) Qualification has a total of 7 SUBJECTS per NQF Level

Three of these subjects are called FUNDAMENTAL SUBJECTS, i.e. they are common for all learning fields and are COMPULSORY. The Fundamental Subjects are:

- Life Skills & Computer Literacy
- English 1st Additional Language
- Mathematics (Engineering & ICT fields) OR Mathematical Literacy (Business & Services fields)

Umalusi recognises the credit transfer between the NSC and the NC(V) in the following subjects:

- English Home Language or FAL (passed at 40% and above)
- Mathematics (passed at 30% and above)
- Mathematical Literacy (passed at 30% and above)
- Physical Science (passed at 50% and above)

It is important to note that this concession applies only to the National Senior Certificate (NSC) and NOT to its predecessor, the Senior Certificate (SC)

The other four subjects per NQF level are called VOCATIONAL SUBJECTS and these are aimed at preparing students for the world of work within the field of their choice. A specialisation vocational subject (Elective) forms part of the 4 vocational subjects in some qualifications, allowing a student to specialise in a specific sub-field.

CAREER PATHING

NQF LEVEL 2

NQF LEVEL 3

NQF LEVEL 4

NQF LEVEL 5

Join the workplace or become self-employed

Enter Higher Education (University/University of Technology)

D1 NSC vs NC(V) QUALIFICATION

NATIONAL SENIOR CERTIFICATE (GRADE 12)

NQF LEVEL 4

NATIONAL CERTIFICATE (VOCATIONAL)

The National Senior Certificate and the National Certificate (Vocational) are registered on the same NQF Level (NQF 14), but serve different purposes

PURPOSE OF QUALIFICATION

- Equip learners with skills, knowledge and values for self-fulfilment and meaningful participation in society
- Facilitate transition to the workplace
- Provide access to further education



- Equip learners with practical skills, applied competence and knowledge required for employment in a particular occupation or trade
- Facilitate transition to the workplace
- Provide access to further education

YEARS TO COMPLETE

- Grade 10
- Grade 11
- Grade 12

Each grade takes minimum one year



- NC (V) Level 2
- NC (V) Level 3
- NC (V) Level 4

Each level takes minimum one year

TO OBTAIN THE QUALIFICATION

Register for 7 subjects:

- Home Language
- First Additional Language
- Maths/Maths Literacy
- Life Orientation
- 3 subjects chosen from 1 of the 12 organising fields of learning including Agriculture, Services and Human and Social Studies



Register for 7 subjects:

- 1 Official language
- Life Orientation
- Maths/Maths Literacy
- 4 subjects chosen from 1 of the 19 learning programmes including Engineering, Finance, IT, Tourism, etc

PASS REQUIREMENTS

- To obtain the qualification one must pass at least 6 subjects

40%
minimum in 3 subjects including Home Language

30%
minimum in 3 subjects



- To obtain the qualification one must pass 7 subjects

40%
in required official language

30%
minimum in Maths/Maths Literacy

40%
in Life Orientation

50%
minimum in each of 4 vocational subjects

WHERE IT IS OFFERED

Public Schools or Independent Schools accredited by Umalusi



Public or Private Technical and Vocational Education and Training (TVET) colleges accredited by Umalusi

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NATIONAL CERTIFICATE (VOCATIONAL) NQF LEVEL 2 - 4

ENGINEERING-RELATED & ICT PROGRAMMES					
SUBJECTS				CAMPUS	Possible Career Opportunities
PROGRAMME	LEVEL 2	LEVEL 3	LEVEL 4		
FUNDAMENTAL SUBJECTS	The following subjects are compulsory for each level and applicable in all NC(V) Engineering-related & ICT Programmes: - English 1st Additional Language - Mathematics - Life Skills & Computer Literacy				
VOCATIONAL SUBJECTS					
ENGINEERING & RELATED DESIGN (Fitting & Turning/ Fabrication/ Automotive Repair & Maintenance)	- Engineering Fundamentals - Engineering Technology - Engineering Systems - Fitting & Turning OR - Engineering Fabrication (Boilermaking) OR - Automotive Repair & Maintenance	- Engineering Practice & Maintenance - Materials Technology - Engineering Graphics & Design (CAD) - Fitting & Turning OR - Engineering Fabrication (Boilermaking) OR - Automotive Repair & Maintenance	- Engineering Process - Professional Engineering Practice - Applied Engineering Technology - Fitting & Turning OR - Engineering Fabrication (Boilermaking) OR - Automotive Repair & Maintenance	M R Automotive Repair and Maintenance only available at Mankwe Campus	- Aerospace Engineering - Mining Metallurgy - Geology - Industrial Engineering - Chemical Engineering - Petroleum Engineering - Engineering & Related Design
ELECTRICAL INFRASTRUCTURE CONSTRUCTION	- Electrical Principles & Practice - Electronic Control & Digital Electronics - Workshop Practice - Electrical Systems & Construction	- Electrical Principles & Practice - Electronic Control & Digital Electronics - Electrical Systems & Construction - Electrical Workmanship	- Electrical Principles & Practice - Electronic Control & Digital Electronics - Electrical Workmanship - Electrical Systems & Construction	B M R	- Electrical Engineering - Digital Electronics - Theatre Technology - Electrician - Instrumentation - Sound Technology
CIVIL ENGINEERING & BUILDING CONSTRUCTION (Masonry/Carpentry & Roofwork)	- Construction Planning - Plant & Equipment - Materials - Carpentry & Roof Work OR - Masonry	- Construction Planning - Plant & Equipment - Materials - Carpentry & Roof Work OR - Masonry	- Construction Planning - Construction Supervision - Materials - Carpentry & Roof Work OR - Masonry	B	- Architectural Technology - Quantity Surveying - Building Construction - Industrial Designing - Town Regional Planning - Sanitation Engineering - Plumber - Carpenter
INFORMATION COMMUNICATION TECHNOLOGY AND COMPUTER SCIENCE	- Electronics - Introduction to Systems Development - Introduction to Information Systems - Multimedia Basics	- Systems Analysis and Design - Computer Hardware and Software - Principles of Computer Programming - Multimedia Content	- Systems Analysis and Design - Data Communication & Networking - Computer Programming - Multimedia Services	R	- Computer Programming - Computers Systems - Engineering Information Technology - Management - Data Processing
PROGRAMMING & ROBOTICS	- Electronics & Digital Concept for Robotics - Robotics Fundamentals - Basic Principles of Computer Programming & Computer Literacy - Engineering Graphics & Technology	- Electronics & Digital Concept for Robotics - Introduction to Robotics - Introduction to Technical Programming	- Electronics & Digital Concept for Robotics - Robotics & Industrial Automation - Technical Programming - Mechanical Draughting	R	- Electromechanical technician - Mechanical engineer - Aerospace engineer - Robotics engineer - Software engineer - Computer Scientist
ADMISSION REQUIREMENTS	- Minimum Grade 9 year-end report (Must have passed Mathematics, NOT Mathematical Literacy) - An NQF Level 1 Qualification - Pre-Vocational Learning Programme (PLP) - All entry applicants must adhere to placement assessment criteria before admission	NQF Level 2 in the specific programme	NQF Level 3 in the specific programme	The College reserves the right to: - Only offer programmes that are justified by student numbers - Change the location/venue of the programme offering	
DURATION	1 Year	1 Year	1 Year		

 = BRITS
  = MANKWE
  = RUSTENBURG

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SAY
HELLO
TO THE FUTURE

ORBIT TVET COLLEGE
PIONEERING AI & ROBOTICS
FOR TOMORROW'S WORKFORCE



D3 NATIONAL CERTIFICATE (VOCATIONAL) NQF LEVEL 2 - 4

BUSINESS-RELATED PROGRAMMES					
SUBJECTS				CAMPUS	Possible Career Opportunities
PROGRAMME	LEVEL 2	LEVEL 3	LEVEL 4		
FUNDAMENTAL SUBJECTS	The following subjects are compulsory for each level and applicable in all NC(V) Business-related Programmes: - English 1st Additional Language - Mathematical Literacy/ Mathematics - Life Skills & Computer Literacy				
VOCATIONAL SUBJECTS					
FINANCE, ECONOMICS & ACCOUNTING	- Economic Environment - New Venture Creation - Applied Accounting - Financial Management	- Economic Environment - New Venture Creation - Applied Accounting - Financial Management	- Economic Environment - New Venture Creation - Applied Accounting - Financial Management	B R	- Banking - Insurance Services - Private and Public Accounting - Financial Services - Investment Broking - Bookkeeping
OFFICE ADMINISTRATION	- Business Practice - Office Practice - Office Data Processing - New Venture Creation	- Business Practice - Office Practice - Office Data Processing - New Venture Creation	- Business Practice - Office Practice - Office Data Processing - Personal Assistance	B M R	- Accounting and Bookkeeping - Frontline Reception - Human Resource Management - Recruitment or Employment Agent - Office Management - Personnel Management - Legal Secretarial Services
ADMISSION REQUIREMENTS	- Minimum Grade 9 year-end report - An NQF Level 1 Qualification - Pre-Vocational Learning Programme (PLP) - All entry applicants must adhere to placement assessment criteria before admission	NQF Level 2 in the specific programme	NQF Level 3 in the specific programme	The College reserves the right to: - Only offer programmes that are justified by student numbers - Change the location/ venue of the programme offering	
DURATION	1 Year	1 Year	1 Year		

B = BRITS **M** = MANKWE **R** = RUSTENBURG

D4 NATIONAL CERTIFICATE (VOCATIONAL) NQF LEVEL 2 - 4

SERVICES-RELATED PROGRAMMES					
SUBJECTS				CAMPUS	Possible Career Opportunities
PROGRAMME	LEVEL 2	LEVEL 3	LEVEL 4		
FUNDAMENTAL SUBJECTS	The following subjects are compulsory for each level and applicable in all NC(V) Services-related Programmes: - English 1st Additional Language - Mathematical Literacy/ Mathematics - Life Skills & Computer Literacy				
VOCATIONAL SUBJECTS					
TRANSPORT & LOGISTICS	- Freight Logistics - Transport Economics - Transport Operations - New Venture Creation	- Freight Logistics - Transport Economics - Transport Operations - New Venture Creation	- Freight Logistics - Transport Economics - Transport Operations - New Venture Creation		- Transport Systems Administration - Logistical Control - Transport Management - Logistics Management
TOURISM	- Client Services and Human Relations - Science of Tourism - Sustainable Tourism in South Africa - Tourism Operations	- Client Services and Human Relations - Science of Tourism - Sustainable Tourism in South Africa - Tourism Operations	- Client Services and Human Relations - Science of Tourism - Sustainable Tourism in South Africa - Tourism Operations		- Accommodation Management - Conference & Events Planning - Restaurant & Food Services - Tourism Development - Game Range and Safari Work - Transportation Management
HOSPITALITY (Accommodation, Catering & Event Services)	- Client Services and Human Relations - Food Preparation - Hospitality Generics - Hospitality Services	- Client Services and Human Relations - Food Preparation - Hospitality Generics - Hospitality Services	- Client Services and Human Relations - Food Preparation - Hospitality Generics - Hospitality Services		- Food & Beverage Management - Hotel Management - Accommodation Services - Events Management - Housekeeping
ADMISSION REQUIREMENTS	- Minimum Grade 9 year-end report - An NQF Level 1 Qualification - Pre-Vocational Learning Programme (PLP) - All entry applicants must adhere to placement assessment criteria before admission	NQF Level 2 in the specific programme	NQF Level 3 in the specific programme	The College reserves the right to: - Only offer programmes that are justified by student numbers - Change the location/ venue of the programme offering	
DURATION	1 Year	1 Year	1 Year		

B = BRITS **M** = MANKWE **R** = RUSTENBURG

D5 NC(V) PASS REQUIREMENTS & HIGHER EDUCATION MOBILITY

WHAT ARE THE PASS REQUIREMENTS FOR NC(V) NQF LEVEL 2 – 4

In order to progress to the next NQF Level students have to pass all SEVEN subjects. Once all 21 subjects have been passed successfully the NC(V) Qualification is obtained.

The pass rate requirement for the four vocational subjects is 50% per subject

The pass requirement for the fundamental subjects is as follows:

- Life Skills & Computer Literacy 40%
- English 1st Additional Language 40%
- Mathematics/Mathematical Literacy 30%

Only one fundamental subject may be condoned for a maximum of 5%. No condonement is allowed for Vocational subjects. (Ts & Cs apply)

Should the student fail, he/she must repeat the failed subject to obtain valid Internal Continuous Assessment (ICASS) marks.

HOW ARE ASSESSMENTS AND EXAMINATIONS CONDUCTED FOR THE NC(V) QUALIFICATION?

The final pass mark is compiled by ICASS, Integrated Summative Assessment (ISAT only for Vocational programmes) and external examinations marks.

Internal assessment is conducted on a continuous basis while the external examination is written in November every year. The practical assessment is conducted during the year in one sitting during September/October.

INTERNAL CONTINUOUS ASSESSMENT (ICASS)

The internal continuous assessment comprises the following:

- NCV Fundamentals - 6 assessments and 1 internal exam
- NCV Core - 4 assessments, 1 internal exam and ISAT

All of the above are contained in a Portfolio of Evidence (PoE) which counts as follows towards the final pass mark:

- Fundamental Subjects : 25% of the final mark
- Vocational Subjects : 50% of the final mark

INTERNAL SUMMATIVE ASSESSMENT (ISAT) (Vocational subjects)

The internal summative assessment comprises:

- One practical assessment for the three core subjects
- One practical assessment for the elective subject

EXTERNAL EXAMINATION

A National External Examination is set by the Directorate: Examinations & Assessment of the DHET. The same examination paper for a particular subject is written by all students on the same day. This sets national standards for assessments and achievement.

The External Examination counts as follows towards the final pass mark:

Fundamental Subjects

Integrated Continuous Assessment (ICASS) POE: 25% + National Examination: 75% = Pass Mark

Vocational Subjects

National Examination: Theory 70% + Integrated Summative Assessment Tasks (ISAT): Practical: 30% + (ICASS) POE: 50% = Pass Mark

CAN I JOIN A HIGHER EDUCATIONAL INSTITUTION (HEI) HAVING OBTAINED AN NC(V) QUALIFICATION?

Specific requirements must be met in accordance with the Government Gazette no. 32745 for portability into Higher Education for specific NC(V) programmes:

Guidelines for admission to undergraduate programmes:

The table below explains what you will need to achieve in order to meet the minimum statutory requirements for each type of qualification. It is important to note that the table below refers to the minimum requirements

QUALIFICATION	MINIMUM ENTRY REQUIREMENTS
HIGHER CERTIFICATE	- Must meet NC(V) level 4 statutory requirements 40% in either home language or first additional language but one must be LOTL 30% in either Maths or Maths Literacy 40% in Life Skills & Computer Literacy 50% in the four other vocational subjects - Submit a record of evidence for any subject failed
DIPLOMA	- Must meet NC(V) level 4 statutory requirements 50% in three fundamental subjects including LOTL 60% in three compulsory vocational modules
BACHELOR'S DEGREE	- Must meet NC(V) level 4 statutory requirements 60% in three fundamental subjects including LOTL 70% in four compulsory vocational modules

Additional requirements:

- Applicants will only be considered for qualifications similar to their NCV qualifications
- Programme specific subject requirements must be met

E REPORT 191 (NATED) PROGRAMMES

Learners who have completed a Grade 12 Certificate with a minimum of a Higher Certificate achievement may consider studying further at a TVET College for a National Diploma.

The Report 191 (NATED) N4-N6 Programmes, also known as ALTERNATIVE POST-SCHOOL PROGRAMMES, are offered in Engineering, Business, Utility and Educational Studies. To complete the qualification, the student must complete the required working hours in the relevant field of study.

WHICH REPORT 191 PROGRAMMES ARE OFFERED BY ORBIT TVET COLLEGE?

Engineering Studies N1-N3:

(In the process of being phased out)

- Automotive
- Boilermaking
- Electrical
- Fitting & Turning

Business Studies N4-N6:

- Financial Management
- Management Assistant
- Business Management
- Public Management

- Medical Secretary

- Legal Secretary

Services/Utility Studies N4-N6:

- Hospitality & Catering Services
- Tourism
- Art and Design (Jewellery)

Engineering Studies N4-N6:

- Mechanical
- Electrical

WHO MAY ENROL FOR THE REPORT 191 (NATED) PROGRAMMES?

N4-N6 PROGRAMMES/ ALTERNATIVE POST-MATRIC PROGRAMMES

- Candidates must have a Grade 12 (NSC)
- Enrolment in the N4 – N6 Engineering Programmes is subject to candidates having passed the relevant school subjects
- New students must enrol for all 4 subjects in the particular field

- The number of enrolments in these programmes is subject to the approved DHET prescripts and targets
- Students who enrol for N4 – N6 Programmes must comply with the required number of working hours in the relevant field of study before a National N Diploma will be issued (18 months / 2000 hours for semester programmes and 24 months / 2670 hours for trimester programmes)



E1

REPORT 191 (NATED) PROGRAMMES

N4 - N6 PROGRAMMES / ALTERNATIVE POST-MATRIC PROGRAMMES

SUBJECTS				CAMPUS
PROGRAMME	N4	N5	N6	
ELECTRICAL	- Mathematics - Engineering Science - Industrial Electronics - Electrotechnics	- Mathematics - Power Machines - Industrial Electronics - Electrotechnics	- Mathematics - Power Machines - Industrial Electronics - Electrotechnics	B M R
MECHANICAL ENGINEERING	- Mathematics - Engineering Science - Mechanotechnics - Mechanical Draughting	- Mathematics - Mechanotechnics - Power Machines - Strength of Materials	- Mathematics - Mechanotechnics - Power Machines - Strength of Materials	B M R
ADMISSION REQUIREMENT	Grade 12 (National Senior Certificate) with Mathematics and Physical Science, NOT Mathematical Literacy N3 in relevant programme	N4 in the relevant programme	N5 in the relevant programme	
DURATION	1 Trimester	1 Trimester	1 Trimester	

B

= BRITS

M

= MANKWE

R

= RUSTENBURG

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E2

REPORT 191 (NATED) PROGRAMMES

N4 - N6 PROGRAMMES / ALTERNATIVE POST-MATRIC PROGRAMMES

PROGRAMME	SUBJECTS			CAMPUS
	N4	N5	N6	
FINANCIAL MANAGEMENT	- Entrepreneurship & Business Management - Financial Accounting - Computerised Financial Systems - Management Communication	- Financial Accounting - Cost & Management Accounting - Computerised Financial Systems - Mercantile Law N4	- Financial Accounting - Cost & Management Accounting - Computerised Financial Systems - Income Tax	B R
MANAGEMENT ASSISTANT (Students must pass Information Processing N6 to qualify for National N Diploma)	- Information Processing N4 OR - Introductory Information Processing - Computer Practice - Office Practice - Communication	- Information Processing N5 - Computer Practice - Office Practice - Communication	- Information Processing N6 - Computer Practice - Office Practice - Communication	B M R
BUSINESS MANAGEMENT	- Entrepreneurship & Business Management - Management Communication - Computer Practice - Introductory Accounting OR - Financial Accounting	- Entrepreneurship & Business Management - Sales Management - Computerised Financial Systems N4 - Computer Practice	- Entrepreneurship & Business Management - Sales Management - Financial Accounting N5 - Computerised Financial Systems N5	R
MEDICAL SECRETARY (Students must pass Information Processing N6 to qualify for National N Diploma)	- Office Practice - Communication - Information Processing - Medical Practice	- Office Practice - Communication - Information Processing - Medical Practice	- Office Practice - communication - Information Processing - Medical Practice	B
LEGAL SECRETARY (Students must pass Information Processing N6 to qualify for National N Diploma)	- Office Practice - Communication - Information Processing - Mercantile Law	- Office Practice - Communication - Information Processing - Legal Practice	- Office Practice - Communication - Information Processing - Legal Practice	B
ADMISSION REQUIREMENTS	Grade 12 / National Senior Certificate with relevant school subjects	N4 in the relevant programme	N5 in the relevant programme	
DURATION	1 Semester	1 Semester	1 Semester	

B

= BRITS

M

= MANKWE

R

= RUSTENBURG

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E3

REPORT 191 (NATED) PROGRAMMES

N4 - N6 PROGRAMMES / ALTERNATIVE POST-MATRIC PROGRAMMES

PROGRAMME	SUBJECTS			CAMPUS
	N4	N5	N6	
PUBLIC MANAGEMENT	- Public Administration - Management - Communication - Computer Practice - Entrepreneurship & Business Management	- Public Administration - Computer Practice - Public Finance - Municipal Administration	- Public Administration - Public Finance - Public Law - Municipal Administration	B M R
HOSPITALITY AND CATERING SERVICES	- Applied Management - Sanitation and Safety - Nutrition and Menu Planning - Catering: Theory and Practical	- Entrepreneurship & Business Management N4 - Applied Management - Catering: Theory and Practical - Food & Beverage Services	- Applied Management - Communication & Human Relations - Computer Practice N4 - Catering: Theory & Practical	M
TOURISM	- Travel Office Procedures - Tourism Communication - Travel Services - Tourism Destination • Computer Practice - additional subject in order to qualify for the National N Diploma	- Travel Office Procedures - Tourism Communication - Travel Services - Tourism Destination	- Travel Office Procedures - Hotel Reception - Travel Services - Tourism Destination	M
ART AND DESIGN	- Drawing - Entrepreneurship & Business Management - Jewellery Design - Jewellery Manufacturing	- Drawing - Jewellery Design - Jewellery Manufacturing - History of Art	- Drawing - Jewellery Design - Jewellery Manufacturing - History of Art	R
ADMISSION REQUIREMENTS	Grade 12 / National Senior Certificate with relevant school subjects	N4 in the relevant programme	N5 in the relevant programme	
DURATION	1 Semester	1 Semester	1 Semester	



= BRITS



= MANKWE



= RUSTENBURG

F

ARTISAN DEVELOPMENT AT ORBIT COLLEGE

ARTISAN DEVELOPMENT REMAINS A PRIORITY

Research conducted by the DHET projected that a significant number of artisans will be needed by 2030 due to a shortage of artisans in the South African Labour Market. Addressing this projected shortfall of artisans has become a national priority.

Government aims to advocate apprenticeships to the young and to encourage employers to take on apprentices at an increased rate.

In order to implement the National Artisan Development Process in the TVET College system, a formal Memorandum of Understanding has been signed between the DHET and each of the fifty public TVET Colleges in the country to establish a Provincial Artisan Development Committee (PADC) in each province.

WHAT IS AN ARTISAN?

An artisan is a skilled, well-trained and tested individual who is qualified in a specific trade, e.g. Bricklayer, Electrician, Carpenter etc. An artisan crafts, maintains and repairs items that may be functional or decorative. Artisan trades extend beyond the scope of the Engineering field – gold smiths, hairdressers and beauticians are also regarded as artisans.

ORBIT TVET COLLEGE TRADE CENTRE

ORBIT TVET College Trade Centre is a reputable institution accredited to assess the Occupational Certificate in Diesel Mechanics, with a SAQA ID of 97592. This qualification is set at NQF Level 4, comprising 540 credits under the curriculum code 653306000. Accreditation by the Quality Council for Trades and Occupations (QCTO) was recommended by the National Artisan Moderation Body (NAMB).

The college has established partnerships with various Sector Education and Training Authorities (SETAs), including MQA, HWSETA, MERSETA, SERVICES SETA, TETA, and NSF. These collaborations enhance the quality of training and assessment processes. In addition to its current accreditations, ORBIT TVET College Trade Centre is expanding its services to include the Recognition of Prior Learning (ARPL) process. This initiative aims to assess individuals from mines and workshops in the surrounding area, further enriching the local workforce.

Since its inception in June 2022, the college has successfully assessed 55 apprentices, enabling them to achieve artisan status with Red Seals. This accomplishment highlights the institution's commitment to producing highly skilled professionals.

ORBIT TVET College Trade Centre takes pride in its dual role as both an accredited Skills Provider and Trade Test Centre. This status underscores its capability to deliver comprehensive training and conduct assessments to industry standards.

Furthermore, the Training Centre extends its practical support beyond the classroom by assisting in the maintenance of the college fleet and public vehicles. This hands-on experience equips learners with valuable practical knowledge before transitioning to their respective workplaces for the practical component of their training.

HOST COMPANIES

Host companies play a pivotal role in College Trade Centers by providing invaluable real-world learning experiences for students. These companies serve as the bridge between theoretical knowledge gained in the classroom and practical application in the field. By offering apprenticeships, internships, and on-the-job training opportunities, host companies allow students to apply their skills in a professional setting, under the guidance of experienced mentors.

This hands-on experience not only enhances students' technical competencies but also fosters the development of essential workplace skills such as communication, teamwork, and problem-solving. Moreover, host companies often expose students to industry trends, technologies, and best practices, ensuring that their training remains relevant and up-to-date. Ultimately, the collaboration between College Trade Centers and host companies cultivates a skilled workforce that meets the demands of the industry, driving economic growth and innovation.

**G**

OCCUPATIONAL LEARNING PROGRAMMES

CENTRES OF SPECIALISATION

Occupational programmes in South Africa are expected to continue to develop to meet the needs of the workplace. The Quality Council for Trades and Occupations (QCTO) manages the Occupational Qualifications Sub-Framework (OQSF) to ensure that qualifications are aligned with industry needs.

What are occupational learning programmes?

Occupational learning programmes include apprenticeships, learnerships, and skills programmes. These programmes prepare students for specific skills in a specific working environment.

Recognition of skills

The OQSF policy allows for the recognition of skills programmes, which are similar to short courses or micro-credentials.

Recognition of prior learning

The NQF promotes the recognition of prior learning (RPL), which allows people to have their skills and knowledge assessed and recognised as part of a qualification.

How will occupational programmes develop?

New qualifications

The OQSF will provide for Occupational Certificates and Diplomas at different levels of the National Qualifications Framework (NQF) that includes artisan development programmes.

Centres of Specialisation (CoS) in the TVET College sector

CoS is a programme which aims to inform college differentiation, promotes quality teaching and learning, facilitates responsiveness and provides a model for the implementation of QCTO's trade qualifications at the same time as it develops artisanal skills in demand for economic growth, starting with the Strategic Integrated Projects (SIPs).

The Centres of Specialisation are departments within the public TVET College Campuses dedicated to artisan development training in partnership with employers. These centres strive to produce successful quality artisans in one or more of the priority trades.

CoS programmes ensure a closer working relationship with industry, training centres and the Post School and Training (PSET) Sector.

The curriculum offered consists of occupational qualifications designed by industry, for industry and registered with the Quality Council for Trades and Occupations (QCTO).

ORBIT TVET College boasts four Centres of Specialisation:

CENTRES OF SPECIALISATION

BRITS CAMPUS - ELECTRICAL TRADE

ORBIT College, in collaboration with leading mining companies and key industry stakeholders, is dedicated to developing highly skilled and competent Electrical and Diesel Mechanic trade professionals who meet and exceed global industry standards. Through a combination of rigorous academic training, hands-on practical experience, and exposure to cutting-edge technologies, the college ensures that graduates are fully equipped to excel in the modern Electrical and Diesel Mechanic trade sector.



MANKWE CAMPUS - DIESEL MECHANIC TRADE



RUSTENBURG CAMPUS - HAIRDRESSING

ORBIT College, in partnership with Services SETA as the relevant SETA is dedicated to developing highly skilled and professional hairdressers who meet the highest industry standards.



MANKWE CAMPUS - CHEF TRADE

ORBIT College, in partnership with FoodBev SETA as the relevant SETA, is committed to producing highly skilled and innovative chefs who meet world-class culinary standards.



WHICH OCCUPATIONAL PROGRAMMES ARE OFFERED BY ORBIT TVET COLLEGE?

ACCREDITED OCCUPATIONAL QUALIFICATIONS

Hairdressing NQF Level 2-4	Electrician Level 4
Beauty or Nail Technology NQF Level 4	Shielded Metal Arc Welder NQF Level 2
Spray Painting NQF Level 2-4	Coded Welding NQF Level 4
Automotive Repairs & Maintenance NQF Level 2-4	Computer and Digital Support Assistant NQF Level 4
Community Development NQF Level 4	General Garden Maintenance Worker NQF Level 1
Early Childhood Development NQF Level 4-5	General Residential Repairer NQF Level 2 (QCTO)
Air-conditioning & Refrigeration NQF Level 2	Basic Kitchen Appliance Repairer NQF Level 2
Workplace Preparation NQF Level 2	Learning Support Facilitator NQF Level 5
Work Based Learning & Development Practitioner NQF Level 5	Workplace Essential Skills NQF Level 4
Workshop Tool Assistant NQF Level 2	Chemical Hair Reformation Attendant NQF Level 4
Assistant Handy Person NQF Level 3	Hair & Scalp Treatment Attendant NQF Level 2
Moral Regeneration Education and awareness Facilitator NQF Level 5	Haircutting Attendant NQF Level 4
Perform Eyelash tint & Eyebrow tinting & Shaping NQF Level 3	New Venture NQF Level 2
Perform a specialised Manicure & Pedicure using various techniques NQF Level 4	Conflict Management NQF Level 5
Project Management NQF Level 5	Artificial Intelligence Software Developer NQF Level 4
Diesel Mechanic NQF Level 4	Chef NQF Level 5
Freight Handler NQF Level 3	Cleaning and Forwarding Agent NQF Level 5

NB! Some of these programmes are only offered on a project-basis which involves MoUs having been signed with businesses, government departments or other institutions. This implies that although the College has the Programme Approval to offer the programmes, these are not currently offered to the public. Any other recognised skills programme for which the College is registered may also be offered, should the demand exist.



ORBIT TVET COLLEGE NOW OFFERS OCCUPATIONAL CERTIFICATE CHEF (TRADE)

Duration is three (3) years full time

Requirements:

- Ages 18 and over.
- South African citizens only
- NCV Level 4 Hospitality (All seven subjects passed)/ NCS or Matric (Grade 12) with a pass in Mathematics/ Mathematical Literacy and English/ Consumer studies

Subjects:

- Personal development as a Chef, Level 2
- Personal hygiene and safety, Level 3
- Food safety and quality assurance, Level 4
- Workplace safety, Level 4
- Theory of safety supervision, Level 5
- Numeracy and units of measurement, Level 3
- Computer literacy and research, Level 4
- Environmental awareness, Level 3
- Environmental sustainability, Level 4
- Introduction to Nutrition and Diets, Level 4
- Nutrition and healthier food preparation and cooking, Level 5
- Basic Ingredients, Level 3
- Gastronomy, basic scientific principles, flavour construction and global cuisines, Level 5
- Theory of food production, Level 5
- Theory of food production supervision, Level 5
- Introduction to the kitchen, and the hospitality and catering industry, Level 2
- Theory of staff resource management, Level 5,
- Theory of production facility and equipment resource management, Level 5,
- Theory of commodity resource management, Level 4,
- Operational Cost Control, Level 5,
- Menu planning and recipe costing, Level 5,
- Food preparation methods and techniques, Level 3,
- Food cooking methods and techniques, Level 3,
- Theory of preparing, cooking, and finishing dishes, Level 5



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OCCUPATIONAL CERTIFICATE IN HAIRDRESSING

3 YEARS FULL-TIME QUALIFICATION

- Now available as ministerial programme
- Qualifying candidates may apply for funding through NSFAS
- Minimum admission requirements:
South African citizen
Senior Certificate or equivalent



Beauty & Nail Technology

NQF LEVEL 4

1 YEAR FULL TIME

MINIMUM REQUIREMENT: GRADE 12

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G2

ARTIFICIAL INTELLIGENCE (AI) PROGRAMME

Artificial Intelligence is a collaborative between INTEL, the Department of Higher Education & Training (DHET) and the College. ORBIT College is the first institution in Africa to roll out the INTEL Artificial Intelligence (AI) Future Workforce Programme that was launched at Brits Campus on 19 July 2022. The purpose of the programme is to empower future workforce with the necessary AI skills for employability in a digital economy.

Participants gain practical skills in the following:

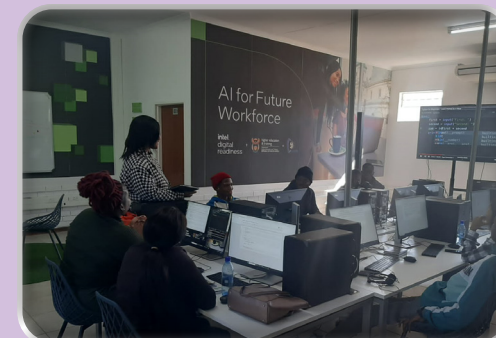
Artificial Intelligence (AI) Future Workforce Programme			
STAGE	OUTCOMES	NO. OF MODULES & DURATION	CAMPUS
1. AWARENESS	General awereness of AI	6 Module: 6 hours	B M R
2. FOUNDATION	AI & programming fundamentals	9 Modules: 50 - 57 hours	
3. EXPERIENCE	AI domains & technologies	20 Modules: 41 - 129 hours	
4. CAPSTONE	Build AI solutions with knowledge	3 Modules: 24 hours	
Admission requirements: ● must be over 16 years of age ● foundational mathematics and statistical skills ● applicants who have studied physical or natural sciences have an added advantage ● no coding experience is required Duration: ● 121 - 216 hours ● 39 modules (including practicals)			

B = BRITS

M = MANKWE

R = RUSTENBURG

The Artificial Intelligence (AI) programme that is rolled out at all sites in partnership with INTEL, is aimed at vocational skilling of youth for future workforce. The skilling journey comprises five stages, offered across 39 modules (212 – 216hours) during which youth are equipped with relevant skills. These stages are focused on Awareness during which a general awareness of AI is gained and Foundation where a foundational technical and career growth skills are built. This is followed by the Experience stage where students are exposed to working with specific AI domains and technologies, after which the Capstone stage is offered. This stage is where students get hands-on as they build AI solutions based on the knowledge they have gained, preparing them for apprenticeship. Last but certainly not least, students participate in the Practical Training stage whereby they gain exposure to real world challenges and build solutions with industrial impact.



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CENTRE BACKGROUND

The ORBIT TVET College Centre for Entrepreneurship was founded out of generous funding from the Department of Small Business Development and SEDA Technology programme. The purpose of the Centre for Entrepreneurship is to provide Generic Enterprise Development Services/Interventions and Incubation to ORBIT TVET College graduate students and members from its focused communities.

ORBIT TVET College Centre for Entrepreneurship Rapid Incubator (CfE/RI) was launched in 2016. The centre offers innovative business development interventions especially to young people to start and grow their own businesses. Centre for Entrepreneurship (CfE/RI) has contact points and facilities at two of our three campuses: Rustenburg Campus and Mankwe Campus with regular visits made to Brits Campus to provide our services. Rustenburg Campus is where Most Generic Enterprise Development services are offered at Rustenburg Campus while the Rapid Incubator services are located at Mankwe Campus, offering both Generic Enterprise Development and Rapid Incubator (automotive) services and skills.

Key reasons for the establishment of the Centre are:

- Contributing towards promotion of entrepreneurship through the current college curriculum.
- Assisting college graduates who cannot be absorbed by the labour market in starting their own businesses for self-employment.
- Incubating potential youth-owned enterprises, especially those with an automotive repair and maintenance background.
- Offering world-class enterprise development services and interventions, including incubation of promising businesses, first to college graduates and then to members of college-focused communities

TARGET MARKET

Enrolled College students, graduates & communities in the vicinity of our three campuses

Aim: Offering Entrepreneurship Training aimed at educating and enticing students who are not absorbed by the labour market or who are interested in entrepreneurship. Providing them with entrepreneurship opportunities so that they can create jobs for themselves and others We offer business registration services with CIPC

SERVICE OFFERINGS

- Access to equipped office and lab facility for hotdesking and co-location of the student ventures.
- Shared and communal space/areas to promote student entrepreneurial networking opportunities.
- Access to office and lab equipment.
- Access to Wi-fi and Internet connectivity.
- Access to meeting rooms.
- Business Development Support Services, Assistance and Guidance.
- Mentoring and Coaching.
- Entrepreneurial Training Workshops.
- Network Referrals and Linkages to other BDS and SMME Support Services.
- Linkage to Finance.
- Linkage to Technical Resources.
- Opportunity for Networking and Linkage to the SMME Ecosystem/Fraternity

AUTOMOTIVE INCUBATION PROGRAMME- MANKWE CAMPUS

Target market: Aspiring student entrepreneurs who are studying or have studied mechanical engineering or related studies. Students go through the incubation programme with the sole objective of starting business in the Automotive Sector

Duration: 18 months

WHAT SERVICES ARE OFFERED TO STUDENTS OF ORBIT TVET COLLEGE?

The Student Support Services endeavours to provide holistic services to ensure that campus life is balanced for all students. When relevant information is required, or if students feel challenged or unable to cope with their studies, they are always welcome to contact the Campus Student Support Services Team for assistance.

The Student Support Services Unit provides the following services:

ACADEMIC SUPPORT AND CAREER DEVELOPMENT

- Career Advisory Services
- Placement Assessments
- Peer Academic Leadership Development
- Academic Support
- Experiential Training & Internships & Job Placement
- Entrepreneurship Support
- Learner with Special Needs in Education (LSNE) Support
- Information on Higher Education Study Opportunities
- Graduate Tracking & Alumni Services

SOCIAL SUPPORT

- Orientation and induction
- Student Counselling & Life Skills (Stress Management, Substance Abuse, Healthy Relationships, etc.)
- Student Health and Wellness Development Support
- Wellness Peer Mentors Programme (Peer to Peer Support) (WPM)
- Student Friendly Healthy Services (Testing & Screening)
- Health Talks (HIV, STI, Condom Use, Cancer Awareness, etc.)

EXTRA-CURRICULAR ACTIVITIES

- **Ball Games:** Baseball, Basketball, Football, Netball, Rugby, Softball, Tennis, Table Tennis & Volleyball.
- **Performing Arts:** Comedy, Dance (all forms), Drama, Dramatised Poetry, Monologue, Music (all forms), Poetry & Storytelling.
- **Visual Arts:** Drawing (all forms), Graphic Design, Painting (all forms), Photography, Sculpting & Textiling.
- **Indigenous Games:** Dibeke/Skununu, Diketo/ Magave/ Upuca, Juk-Skei, Kgati/ Ntimo/ Ugqaphu, Kho-Kho, Morabaraba/ Ncuvu & Intonga.
- **Adventure & Recreation:** Egg Race, Hiking, Needle Race, Obstacle Course, Potato Race, Sack Race, Skating (Board & Roller) & Three Legged Race.

STUDENT GOVERNANCE AND LEADERSHIP TRAINING

- SRC Leadership Development & Training





Bursaries will be awarded according to the 2025 NSFAS Eligibility Criteria and Conditions for Financial Aid.

1. Who is eligible to apply for the NSFAS Bursary Scheme?

- Only South African Citizens qualify for this bursary scheme
- Applicants must be registered or intending to register on the NC(V), PLP or Report 191 programme at any of the public TVET Colleges in South Africa
- Applicants must demonstrate potential for academic success or proven academic success (academically deserving) and financial need
- Must not be enrolling for a qualification equivalent to previous learning that was state-funded
- **Applicants will qualify for funding if they fall within the maximum threshold of up to R350 000,00 of combined gross family income per annum**
- Persons with a disability with a combined household income of not more than R600 000,00 per annum qualify

2. Application period to apply for the NSFAS Bursary Scheme

- NSFAS Online Applications open annually in September. The information is communicated on the NSFAS website, Campuses, NYDA and Thusong Centres across the country
- TVET Walk-in Application dates are communicated on campus at the TVET College
- NSFAS students and prospective NSFAS students are required to open their MyNSFAS accounts to check the NSFAS funding decision related information
- To log into your myNSFAS go to www.nsfas.org.za, click on the myNSFAS tab and follow the log-in process explained on the screen

NO LATE SUBMISSIONS WILL BE ACCEPTED AFTER THE APPROVED CLOSING DATE

NB: NSFAS Eligibility Criteria and Conditions for Financial Aid are available online on our website www.orbitcollege.co.za and Facebook page!

GUIDELINES ON DETERMINATION OF ALLOWANCES

AWARDING OF ALLOWANCES

An allowance must NOT be perceived as an entitlement but rather as a means of support which may be awarded to a student on the basis of academic performance.

Accommodation and transport allowance

5.3.5.1 TVET College students may either qualify for the travel allowance or the accommodation allowance.

5.3.5.2 Students only qualify for one accommodation allowance type per academic term except for annual students.

5.3.5.3 Students residing with relatives or immediate family members do not qualify for accommodation allowances.

5.3.5.4 TVET College students that are not allocated accommodation by their institution can apply to NSFAS for private accommodation.

5.3.5.5 The NSFAS and the institution must enforce the rental /lease agreement on favorable terms for the student and claim accommodation allowances according to the lease agreement amount not exceeding the accommodation cap for metro and other areas.

5.3.5.6 Students must confirm proof of home address when applying for the accommodation and confirm that such students are not residing with relatives or immediate family members.

5.3.5.7 TVET College students who do not provide the proof of home address as specified in 5.5.11 will automatically qualify for the travel allowance and not the accommodation allowance.

5.3.7 Personal Care and living allowance

5.3.7.1 A living allowance is provided to all NSFAS funded students at TVET colleges not accommodated in catered residences to cover food and incidental expenses.

Extract from the approved 2025 – 2027 NSFAS Eligibility Criteria and Conditions for Financial Aid.

NO LATE SUBMISSIONS WILL BE ACCEPTED AFTER THE APPROVED CLOSING DATE

NB: NSFAS Eligibility Criteria and Conditions for Financial Aid are available online on our website www.orbitcollege.co.za and Facebook page!

2025 NSFAS GUIDELINES ON AWARDING OF ALLOWANCES

AWARDING OF ALLOWANCES

1. All NC(V) and Report 191 students are eligible for NSFAS bursaries provided they are registered for at least 5 NC(V) and 3 Report 191 subjects at the same level respectively.
2. The NSFAS will annually publish the cost of allowances applicable to each student whose funding has been approved in the NSFAS Handbook.
3. Distance TVET College students qualify for the personal care allowance only.
4. Colleges will not be permitted to change allowance types submitted within a particular academic year as these awards are based on supporting documentation.
5. The change of an allowance type will only be permitted in exceptional circumstances / change in living conditions.
6. Any allowance change requests must be submitted to the DHET for approval prior to implementation by NSFAS.
7. In respect of applications for allowances, supporting documents must only be submitted by students applying for accommodation. In this regard, a signed rental agreement and proof of the student's home address will be the only valid form of supporting documentation. All successful applicants who do not submit the above mentioned supporting documentation will be assumed to have applied for the transport allowance.

TVET College students who do not provide the proof of home address as specified in 5.5.11 will automatically qualify for the travel allowance and not the accommodation allowance.

- *The attendance record of all qualifying students will be taken into consideration when disbursing allowances on a monthly basis. All bursary beneficiaries must maintain the monthly 80% class attendance for all the subjects registered*
- *The first tranche of allowances will be paid in advance, i.e. it will not take into account the monthly 80% minimum class attendance*
- *In circumstances where attendance is compromised by the College, NSFAS and or Departmental inefficiencies, compliance to 80% minimum class attendance will not apply*

STUDENT SUPPORT SERVICES

FINANCIAL ASSISTANCE / BURSARIES



What documents are needed to apply?



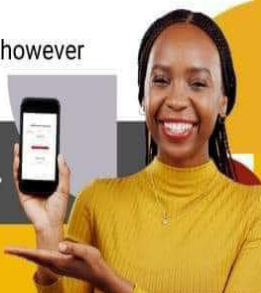
Before we make a final funding decision, we verify information you submitted online with third parties to ensure that the bursary and loan is allocated to a deserving individual:

The following supporting documents might be requested during your application process:

- Copy of your **Identity Document**.
- Copy of parent/s or guardian/ spouse **ID Document**.
- **Proof of income** where applicable.
- **NSFAS Declaration Form** to be completed by the Principal of the School or the Social Worker. (non-SASSA)
- If you are under 18 years, you need to submit the **Orphan/Vulnerable Child Declaration Form** completed by a Social Worker.
- A **NSFAS Consent form** completed by the applicant and/or parent/s, guardian or spouse. (SASSA recipients are not required to submit a consent form).
- **Proof of guardianship issued by the Court** if you have a legal guardian. Those whose guardianship are not appointed by the court, are required to **NSFAS declaration form**.
- **Disability Annexure form**: If you are a person with disability, you are required to **download a Disability Annexure form** that must be filled and certified by a registered medical professional.
- **Marriage Certificate** if applicable.
- **Provisional /Firm/ Pre-Enrolment offer letter** from the institution. You are however allowed to continue to apply if you have not received the offer letter.



NSFAS does not accept affidavits as supporting documents.



J

APPLICATION AND REGISTRATION PROCEDURES

All students must apply for admission in the year/block **PRIOR TO THEIR INTENDED ENROLMENT** at the College

Step 1



Placement Assessment Tests

It is mandatory for all new students to write a Placement Assessment Test which is completed online using the following link: <https://learnerprofiler.co.za/?c=orb21stl>. Please note that placement assessment is a selection and placement tool, it does not test your IQ.

Step 2



All new students MUST apply for an NSFAS bursary first by accessing the following NSFAS Portal link: (<https://www.nsfas.org.za/content/>)

The below documentation will be required of you when you make an application.

All Applicants: Certified copy of your ID, Certified copy of your latest results

If you have a disability, please provide: Medical proof of your condition, Completed and signed disability Annexure A

(if your information is not pre-populated on the portal)

Foreign students: (Documents must not be older than 3 months)

Certified copies of passport, SAQA approved foreign qualification,

Proof of medical insurance or cover, Valid study permit

Step 3



Apply online from home on your mobile phone/desktop/laptop by using the link to the College Application/Registration system:

https://ienabler.orbitcollege.co.za/pls/prodi41/w99pkg.mi_login

(Follow steps on the student application guide on the College website homepage to help you)

IT IS MANDATORY TO CAPTURE SCHOOL LEAVING SUBJECTS FOR ALL NEW APPLICANTS

All documents will become the property of the College once submitted.

If documents are not in English they must be accompanied by a certified translation in English.

Step 4



You will be required to upload your supporting documents (ID or passport, matric/latest results and proof of your NSFAS application) on the system under

"CERTIFICATE SEEN"

If you are a student from another college, and you wish to continue your studies with ORBIT you will be required to upload **all your results from your previous institution and a transfer letter** (these documents should be scanned as **one pdf document**).

Step 5



Your application and academic records will be reviewed for selection.

The selection criteria is available on the College website.

If you meet the requirements, you will be notified of your application status via an SMS,

alternatively check your status on the i-enabler system under

"REVIEW APPLICATION STATUS" to see whether you have been provisionally accepted or rejected.

Please make sure that the contact number you provide is valid.

Step 6



Once your application has been finally approved you will receive an SMS, alternatively check your status on the i-enabler system under **"REVIEW APPLICATION STATUS"** to see if your application has been successful.

Step 7



Register ONLINE FROM HOME via Student Registration System
Student i-Enabler (self-help portal)

NB: Provisional acceptance of your application does not guarantee you a space as you will ONLY be considered registered once you have received a proof of registration and student card! Final approvals for registration is dependent on final results and the College selection criteria.

Should a need arise to de-register, a de-registration form must be completed & signed by the person responsible for the tuition fees within three weeks after the commencement registration and the form must be handed in to the relevant HoD.

After 21 days from the day of registration the student is liable for the fees.

START

Student requests form from relevant HoD/HoA

Person responsible for tuition fees completes & signs form

Intervention with student and the HoD signs

Submit form to HoD

Form approved by Campus Manager

APPROVED

✗ NO

INFORM STUDENT

✓ YES

Capture Form

Inform Role Players / Student

Student receive proof of de-registration

BE A PROUD ORBITANT FOR LIFE!

The ORBIT College Alumni Association is committed to helping you maintain contact with the College and its community and to keeping you informed and engaged with what is happening in the life of the College. It provides a range of opportunities for you to stay involved and contribute to the College.

The involvement of alumni is crucial to the health and strength of the institution. Alumni not only provides important ties between the past and the present, but also building blocks for the future. The Alumni Association helps to serve alumni needs and encourage their involvement and support.



WHAT IS AN ALUMNUS?

The term "alumni" is usually used to refer to a group of people who have graduated from school, college or university. The term 'alumnus' traditionally refers to a single male graduate, with the feminine term being 'alumna'.

WHO QUALIFIES TO BE ORBIT ALUMNI?

All holders of Certificates and National Diplomas for programmes offered at ORBIT TVET College.

BENEFITS OF BEING ORBIT ALUMNI

- ✓ News from departments about student life, sport and culture
- ✓ Sustained contact with **ORBIT TVET College** through emails, SMSes and publications
- ✓ Invitations to social functions and reunions and the tracing of old friends
- ✓ Opportunities to build career and professional networks
- ✓ Access to career services and mentorships
- ✓ Information and introduction to new programmes

Want to know more?

Get in touch with us on alumni@orbitcollege.co.za

**M****GLOSSARY**

AI	Artificial Intelligence
APS	Admission Point Score
BMS	Business Management System
BS	Business Studies
CAD	Computer-Aided Design
CATHSSETA	Culture, Art, Tourism, Hospitality and Sport Sector Education and Training Authority
CETA	Construction Education and Training Authority
CfE	Centre for Entrepreneurship
CHE	Council on Higher Education
CoS	Centres of Specialisation
DHET	Department of Higher Education and Training
DP	Deputy Principal
ECD	Early Childhood Development
ES	Engineering Studies
ETDP SETA	Education, Training and Development Practices Sector and Training Authority
ETQA	Education and Training Quality Assurance Bodies
EW SETA	Energy and Water Sector Education and Training Authority
FASSET	Finance and Accounting Services Sector Education and Training Authority
FLC	Foundation Learning Competence
GFETQF	General Education and Training Qualifications Framework
HEI	Higher Education Institution
HEQF	Higher Education Qualifications Framework
HoA	Head of Administration
HoD	Head of Department
ICASS	Internal Continuous Assessment
ICDL	International Computer Driving Licence
ICT	Information and Communication technology
ISAT	Integrated Summative Assessment Tasks
ISO9001:2015	International Quality Standard of the International Organisation for Standardisation

M**GLOSSARY**

LOTL	Language of Teaching and Learning
MerSETA	Manufacturing, Engineering and Related Services Sector and Training Authority
MQA	Mining Qualifications Authority
NAMB	National Artisan Moderation Body
NATED	National Department of Education 190/191 Programmes
NC	National Certificate
NC(V)	National Certificate (Vocational)
NEET	Not in Employment, Education, nor in Training
NOPF	National Occupation Pathway Framework
NQF	National Qualifications Framework
NSC	National Senior Certificate
NSFAS	National Student Finance Assistance Scheme
OQF	Occupational Qualifications Framework
PADC	Provincial Artisan Development Committee
PALs	Peer Academic Leaders
POE	Portfolio of Evidence
PLP	Pre-Vocational Learning Programme
QCTO	Quality Council for Trades and Occupational Programmes
QMS	Quality Management System
SABS	South African Bureau of Standards
SAQA	South African Qualifications Authority
SC	Senior Certificate
SETA	Sector Education and Training Authority
SoP	Schedule of Particulars
SRC	Student Representative Council
SSS	Student Support Services
TVET	Technical Vocational Education and Training
Umalusi	Quality Assurance Body for the General and Further Education and Training Sectors in South Africa



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