

STADIO



HIGHER EDUCATION

SCHOOL OF ADMINISTRATION & MANAGEMENT

HIGHER CERTIFICATE IN MANAGEMENT EXTENDED PROGRAMME

NQF 5 | 120 CREDITS | SAQA ID: 117871 | MIN. 18 MONTHS

MODE OF DELIVERY: DISTANCE LEARNING

DESCRIPTION

The Higher Certificate in Management Extended Programme is an entry-level management qualification. The flexible structure of the qualification enables candidates to select outcomes that meet the diverse roles and responsibilities required by a range of industries in the private and public sectors. It is designed for candidates not meeting the admission requirements for higher learning studies.

The Higher Certificate in Management Extended Programme should be structured according to the chosen elective focus areas. The various electives of the Higher Certificate in Management Extended Programme are indicated on page 3.

Please note: English, Entrepreneurship, Fundamentals of Business Communication, Fundamentals of Business Studies, Introduction to Higher Education Studies and Management are the core compulsory modules that form part of each elective focus area.

ADMISSION REQUIREMENTS

SOUTH AFRICAN STUDENTS

- A National Senior Certificate pass. To get an NSC pass you need 40% minimum for your home language and 40% for another 2 subjects, as well as 30% minimum for three other subjects
- A National Certificate (Vocational) pass

NAMIBIAN STUDENTS

- A National Senior Secondary Grade 11 Certificate with:
- 20 points in 6 subjects
 - E symbol in English

ENQUIRIES

Please email us at: ehc@stadio.ac.za

2025 FEES

SOUTH AFRICAN STUDENTS

REGISTRATION FEE	R 1 980	RE-REGISTRATION FEE	R 1 040
COST PER MODULE	R 2 630	EXEMPTION PER MODULE	R 850

NAMIBIAN STUDENTS

REGISTRATION FEE	N\$ 1 980	RE-REGISTRATION FEE	N\$ 1 040
COST PER MODULE	N\$ 2 630	EXEMPTION PER MODULE	N\$ 850

ARTICULATION POSSIBILITIES

Vertical articulation opportunities within STADIO include:

- Diploma in Management – SAQA 117869
- Bachelor of Business Administration – SAQA 117864

CAREER OPPORTUNITIES

The flexible structure of the qualification enables candidates to select outcomes that meet the diverse roles and contexts required by a wide range of industries in the private and public sectors.

CURRICULUM OUTLINE

	1st YEAR	
Compulsory Modules	English	ENG152 (20 credits)
	Introduction to Higher Education Studies	IHE152 (20 credits)
	Entrepreneurship	ENT100 (20 credits)
	Fundamentals of Business Studies	FBS152 (20 credits)
	Fundamentals of Business Communication	FBC152 (20 credits)
	Management	MAN001 (20 credits)
	Elective Focus Area I (See below)	

CURRICULUM OUTLINE

* Apply at www.h-a-i-l.co.za or send an enquiry to info@h-a-i-l.co.za

ELECTIVE FOCUS AREAS CHOOSE ONE SET OF MODULES THAT WILL BE YOUR ELECTIVE FOCUS AREA		
Accountancy	Accounting for Managers I ACN100 (20 credits)	Income Tax I TAX100 (20 credits)
Aviation Management *	Fundamentals of Aviation Management AVM152 (20 credits)	Fundamentals of Aviation Human Factors Management RAM152 (20 credits)
Cyber Security	Introduction to Cyber Security CYS152 (20 credits)	Cybersecurity Management and Governance CYM152 (20 credits)
Data Management	Introduction to Business Statistics BIS152 (20 credits)	Fundamentals of Data Management MDM152 (20 credits)
Disaster Risk Management	Disaster Risk Reduction I DRR100 (20 credits)	Project Management I POM100 (20 credits)
Entrepreneurship	Venture Formation ENA152 (20 credits)	Digital Marketing Fundamentals DMF152 (20 credits)
Fleet Management	Fleet Management I FLM100 (20 credits)	Project Management I POM100 (20 credits)
Fire Technology Management	Fire Technology Management FTE100 (20 credits)	Fire Safety Management FSA100 (20 credits)
Human Resources Management	Human Resource Management I HRM100 (20 credits)	Labour Relations I LBR100 (20 credits)
Logistics Management	Logistics Management I LOG100 (20 credits)	Project Management I POM100 (20 credits)
Marketing Management	Marketing Management I MAR100 (20 credits)	Project Management I POM100 (20 credits)
Occupational Health & Safety Management	Health and Safety Management HSM100 (20 credits)	Project Management I POM100 (20 credits)
Police Management	Criminology I - CML100 (20 credits) OR Training Management I - TRM100 (20 credits)	Project Management I POM100 (20 credits)
Project Management	Business Law BLA100 (20 credits)	Project Management I POM100 (20 credits)
Public Sector Financial Management	Accounting for Managers I ACN100 (20 credits)	Public Sector Financial Management I PFB100 (20 credits)
Public Sector Management	Public Sector Management I PMB100 (20 credits)	Public Supply Chain Management I PSC100 (20 credits)
Public Supply Chain Management	Public Sector Financial Management I PFB100 (20 credits)	Public Supply Chain Management I PSC100 (20 credits)
Public Transport & Fleet Management	Public Supply Chain Management I PSC100 (20 credits)	Public Transport & Fleet Management I PTM100 (20 credits)
Records Management	Project Management I POM100 (20 credits)	Records Management I RMP100 (20 credits)
Traffic Management	Public Sector Management I PMB100 (20 credits)	Traffic Police Science TPS100 (20 credits)
Vehicle Crime Investigation Management	Vehicle Crime Investigation Management VCM152 (20 credits)	Vehicle Crime-Related Legislation VCL152 (20 credits)
CREDITS PER YEAR	120	