



Application for Admission 2018

The applicant and his/her sponsor must initial each page of this Application and Enrollment Agreement.

Admission Requirements

Starting dates:

The Private Hotel School (TPHS) offers two annual intakes: January and July.

Requirements for enrollment:

The various criteria for enrollment for the various courses offered by The Private Hotel School is explained under each course overview

HOW TO APPLY:

Step 1

Send the documents requested below to info@privatehotelschool.co.za or fax to 021 881 3793.

- ★ A completed, signed original application and enrollment form.
- ★ R400 non refundable Application Fee (Not applicable to international students)
- ★ Certified copy of Highest School Qualification or UMALUSI Certificate **OR**
- ★ Certified copy of Official National Senior Certificate (NQF Level 4) on a higher certificate/diploma entrance level **OR**
- ★ Diploma in Education (360 Credits) /3 Year Degree (360 Credits) /Traditional Matric + 3 year National Diploma in a related field
- ★ Two Letters of Reference: From the Principal, Guidance Counsellor, former teacher or former employer.
- ★ Curriculum Vitae.
- ★ Certified copy of Identity Document or Passport.

Additional requirements for International Students

- ★ Certified copy of Study Visa.
- ★ Proof of graduation: Certified copy of official secondary school, University or College transcripts with (a) an official English translation of the transcript (b) a grading guide that gives equivalent U.S. grades.
- ★ The following academic levels are required:
 - Three O Levels at C or higher and
 - Two A Levels at E or higher
- Or**
- If you have studied HIGCSEs and IGCSEs you need to have obtained:
 - At least four HIGCSE passes (symbols 1 – 3 only) one of which must be English or Afrikaans first language and
 - One IGCSE pass – C symbol or above
- ★ SAQA (South African Qualifications Authority) clearance results of International certificates.
- ★ Proof of English competency. TPHS will accept as proof a TOEFL (Test of English as Foreign Language) score of at least 500 or sufficient documentation of a significant level of English instruction. An IELTS score of 5.5 is also acceptable.
- ★ All programmes are presented in English, therefore students' English abilities will be measured by an English Entrance Test administered before they enter the academic programme. Should students fail this test TPHS shall recommend they undertake remedial English or an ESL course (English as a Second Language) either before starting their academic programme or as part of their first term's coursework.

Step 2

Your application will be processed and a personal/telephonic/skype interview will be scheduled. You will be informed if you have been accepted and a deposit will have to be paid within 30 days to secure your place.

Closing date for Applications

For January intake it is 31 October of the previous year and for the July intake it is 30 April of the current year. Late applications will be considered.

Student Accommodation

TPHS has onsite student accommodation consisting of:

- Six double bedrooms and one single room
- Fully equipped communal kitchen
- Fully furnished lounge and DSTV
- Swimming pool

Enrollment | Agreement

Tuition Policy

Tuition fees related to the chosen programme of study at The Private Hotel School as partner school of the American Hospitality Academy—International Hotel Management School (AHA—IHMS) are the responsibility of the student. Fees are subject to change and any changes shall be published as and when they occur.

Should a student be required to take supplemental or remedial classes, these classes are not part of the normal tuition fee structure and will be at an additional charge. Should a student fail a specific module, he/she will have to repeat the module at an additional charge.

Payment schedule:

- ★ A non-refundable deposit of ZAR8,500.00 is payable within 30 days from receiving confirmation that your application has been successful.
- ★ The balance of the course fees (course fees less deposit) must be paid as follows: 25% of the balance is payable during the first week after registration and the remaining 75% is payable before the examination (31 May for January intake **or** 30 October for July intake).
- ★ For International Students: Tuition and accommodation fees: One year tuition fees (Tuition fee includes a ZAR8,500.00 non-refundable deposit) and 2 Semesters accommodation fees (if a student wants onsite accommodation) must be paid before 30 November (January intake) / 31 May (July intake).
- ★ Only when a deposit has been paid and reflects in our bank account, will TPHS issue applicants with Visa Letter/Study Loan Letters etc.
- ★ Tuition fees are subject to annual increase.
- ★ The school follows a strict approach in that students will **not** be allowed to attend classes or write examinations in the event of there being monies outstanding on their accounts. Students will also not be sent on an industry internship if the tuition fees are not paid in full.
- ★ Payment for recognition of prior learning must be settled in full before the day of registration.
- ★ Cheques will not be accepted.
- ★ Bank charges for payments by way of direct cash deposits or international transfers will be charged to the students' account.

What's included in the fees:

- | | |
|--|---|
| • Tuition Fees | • Orientation week |
| • Formal Uniform (One set) | • Graduation |
| • Chefs Uniform (One set) | • Access to AHA's E-campus and E-café |
| • Basic chefs equipment | • Internship Facilitation |
| • Wine Studies Certification and Equipment | • Student lounge with computer access |
| • TPHS Sling bag | • Small classes with personalized attention |
| • First Aid Certification | • Qualified, experienced instructors |
| • Class notes and handouts & study guides | • Own TPHS e-mail address, remote access |
| • All kitchen ingredients for culinary modules | • Learning & work based learning, practical kitchens as well as other leading facilities nearby |
| • Student card | • Parking & relaxed class environment with beautiful surroundings in the winelands |
| • Name badge | • On campus library |
| • Compulsory Fieldtrips | |

What's excluded:

Textbooks, University of Stellenbosch Library membership fee, Supplementary exams, Repeat modules, Lost student card/name badge, Recognition of prior learning, Examination remarks, Accommodation, Transport, Optional or additional international endorsement and certification

Cancellation and Refund Policies

TPHS acknowledges the right of refund of monies paid in favour of the client, subject to an administration fee of R500 and excludes the non-refundable deposit.

1. Monies received for any future courses will be refunded by TPHS, if the application is not accepted for whatsoever reason, except non refundable deposit, or:
2. When the TPHS receives formal notification in writing by either fax or mail before or on registration to cancel their application, or:
3. The Student presents medical documentation stating that they do not have the physical capacity to undertake the program of study, or:
4. TPHS can no longer offer the services for which the student has enrolled, for whatsoever reason.
5. The student / Sponsor will be responsible for the full tuition fees for the year if the student did not cancel his/her application within the above mentioned time period (before or on registration).

Initial: Student _____

Sponsor _____

Banking details: The Private Hotel School

Nedbank Stellenbosch

Current account

Account number: 107 1365711

Branch code: 107 110

SWIFT code: NEDSZAJJ

Undertaking by Parent/Sponsor

1. I declare:
 - 1.1 I have verified the information contained in the above application and that the particulars contained therein are true and correct;
 - 1.2 I have familiarized myself with the content of the undertaking by the prospective students and have given my permission for the concluding of the specified and consequent agreement with TPHS entered into by the prospective student;
 - 1.3 I am aware of the fact that there are student rules, regulations, policies and procedures in existence that have been promulgated by TPHS Board or another authorized body or person. I confirm that I am aware that the board or other authorized body or person may from time to time promulgate additional student rules, regulations, policies and procedures and I agree that my son/daughter must commit himself/herself to compliance with such;
 - 1.4 I will immediately notify the Academic Administrator in writing of any change of e-mail address and contact details.
2. I hereby renounce any possible action against TPHS and indemnify TPHS from any claim that may arise from the following:
 - 2.1 any loss of or damage to property, movable or immovable, including any consequential damage directly arising from damage to such property;
 - 2.2 any injury, illness or death;
 - 2.3 any event, incident or accident;
 - 2.4 any legal costs or expenses relating to claims or lawsuits arising from the specified incidents; and
 - 2.5 any costs incurred for medical treatment; where such loss, damages, illness, injury, death, event or incident arises from my son's/daughter's visit to, training at and/or accommodation at TPHS and/or any associated tour/trip/excursion/visit/ experiential training or transport that may occur during my son's/daughter's period of study at TPHS.
3. I accept that my son/daughter participates in the above activities at his/her own risk and that he/she voluntarily accepts the risks associated therewith.
4. I hereby accept, jointly with and separately from the prospective student, liability/accountability for the prompt and punctual payment of all amounts, of whatever nature, which the prospective student may owe to TPHS, whether he/she follows the mentioned course and also with regard to residence accommodation.
5. I undertake to pay all legal costs of TPHS, including attorneys' and client fees, as well as collection fees, if I should fail to honour any of my commitments with respect to payment.
6. I hereby agree that the agreement arising from the signing of this document, notwithstanding the place of signing, is deemed to have been concluded in South Africa; provided that this application only becomes a valid and binding agreement upon the applicant's official enrollment.

Undertaking by Applicant

1. I declare that:
 - 1.1 During orientation week, I will familiarise myself with the contents of all student rules and regulations as well as all of TPHS's policies and procedures relating to students.
 - 1.2 for the duration of my studies at TPHS, I commit myself to compliance with all rules, regulations, policies and procedures TPHS board or any authorised body or person may announce or amend from time to time; and which said rules, regulations, policies and procedures form part of my agreement with TPHS.
 - 1.3 I am completing and signing this undertaking and application for admission with the full knowledge and permission of my parent / guardian / sponsor.
 - 1.4 all particulars as provided to TPHS are true and correct, failing which my registration will be cancelled with immediate and automatic effect.
 - 1.5 the agreement arising from the signing of this application, notwithstanding the place of signing, is deemed to have been concluded in South Africa, provided that this application only becomes a valid and binding agreement upon my official enrollment at TPHS.
 - 1.6 I will immediately notify the Academic Administrator in writing of any changes of e-mail address and contact details.

Initial: Student _____

Sponsor _____

Enrollment | Agreement (continue)

2. I hereby renounce any possible action against TPHS and indemnify TPHS from any claim that may arise from the following:
 - 2.1 any loss or damage of property, movable or immovable, including any consequential damage directly arising from damage to such property;
 - 2.2 any injury, illness or death;
 - 2.3 any event, incident or accident;
 - 2.4 any legal costs or expenses relating to claims or lawsuits arising from the mentioned incidents;
 - 2.5 any costs incurred for medical treatment where such loss, damages, illness, injury, death, event or incident arises from my visit to training and/or accommodation at TPHS and/or any associated tour/trip/excursion/visit/experiential training or transport that may occur during my period of study at TPHS.
3. I accept that I participate in the activities mentioned in paragraph 2 at my own risk and I voluntarily accept all risks associated therewith.
4. I hereby accept liability / accountability, as the responsible person, for the prompt and punctual payment of all tuition, class and other fees, of whatever nature, owed to TPHS and confirm that I have noted that all fees are to be paid as per payment schedule on page 4, failing of which I will not be allowed attendance to class and/or exams.
5. I hereby accept and confirm that I will not be able to attend any classes of TPHS if I have not ordered and paid for and/or am not wearing the correct / complete official TPHS uniform by the required deadline.
6. Should any legal dispute or matter arise or should TPHS incur legal costs in collecting my tuition or other fees, I hereby accept liability / accountability for the payment of all legal fees incurred by TPHS on an “attorney and own client” scale, as well as payment of collections commission in the event of my failure to honour any of my commitments in respect of payments. Should any such dispute or matter arise, I hereby agree to the jurisdiction of the Stellenbosch Magistrate Court.
7. I am aware of the fact that my enrollment is only valid if it complies with the regulations of the programme concerned, notwithstanding acceptance of this application by TPHS.
8. If this application is accepted, it will constitute part of the contract with TPHS.

Undertaking by The Private Hotel School

The Private Hotel School offers exceptional training and education in the Hospitality and related industries. We pride ourselves in being industry leaders in our profession. The Higher Education Act, (Act No 101 of 1997) and the regulations for registration of Private Higher Education Institutions, make it compulsory for private institutions offering full qualifications in higher education to register with the Department of Higher Education and Training (HEQSF Level 5-10). By complying with the requirements of The Higher Education act, The Private Hotel School ensures that all programmes on offer are of quality and aligned with national and international standards. Registered Private Higher Institutions are listed in the register and should have on display a certificate of registration as issued by the Department of Higher Education and Training. The registration certificate number of The Private Hotel School is 2010/HE07/005

In the belief that the quality of the services in education and training directly influences the nation and its citizens, TPHS exert every effort to raise professional standards, to promote a climate that encourages professional judgment, to achieve conditions that attract persons worthy of the trust to careers in hospitality & tourism and to assist in preventing the practice of the profession by unqualified persons.

Deregistration

A student may deregister for a programme under the following ruling:

1. A student shall advise TPHS in writing of his/her intention to cancel their registration in full or in part. No cancellation of registration shall be enforced or effected without written confirmation of the Director: Academic Development.
2. A student who cancels registration will normally incur financial liability in terms of fees according to the regulations as stated under the **cancellation and refund policy** on page 3.

Signature

Applicant's Name (Print) _____

Applicant's Signature _____ Date _____

Sponsor's Name (Print) _____

Sponsor's Signature _____ Date _____

Application Form

About You

Please use block letters in filling up this form

Mr Mrs Miss Other(s) _____

Surname	First Name
Middle Name	ID Number
<input type="checkbox"/> Male <input type="checkbox"/> Female Nationality	Citizenship
Birth Date [Year/Month/Day]	Marital Status
Residential Address	Postal Code
Postal Address	Postal Code
City	Country
Home Phone	Cellular Phone
Fax	E-Mail

1.5"X1"Photo

Entrance Category: High School Graduate Transferee Second Degree Taker

Education

Course Level	School/College/University	Certificate/Diploma/Degree Earned
Primary		
Secondary		
College		
Post Graduate		

Professional Experiences (if any)

Company/Hotel	Position Held	Years Employed

Parents / Legal Guardian

<input type="checkbox"/> Father	<input type="checkbox"/> Legal Guardian	<input type="checkbox"/> Mother	<input type="checkbox"/> Legal Guardian
Surname	Surname	Surname	Surname
Names	Names	Names	Names
ID number:	ID Number	ID Number	ID Number
Profession Nationality	Profession Nationality	Profession Nationality	Profession Nationality
Birth Date [Year/Month/Day]	Birth Date [Year/Month/Day]	Birth Date [Year/Month/Day]	Birth Date [Year/Month/Day]
Address	Address	Address	Address
City Postal Code	City Postal Code	City Postal Code	City Postal Code
Country	Country	Country	Country
Home Phone	Home Phone	Home Phone	Home Phone
Office Phone	Office Phone	Office Phone	Office Phone
Cellular Phone	Cellular Phone	Cellular Phone	Cellular Phone
Fax	Fax	Fax	Fax
E-mail	E-mail	E-mail	E-mail

Initial: Student _____

Sponsor _____

Essay Attachment

Please write a short essay to motivate why you want to pursue a career in the hospitality industry.

Initial: Student _____

Sponsor _____

Sponsor's detail

Detail of person responsible for payment

Surname: _____ First Name: _____

ID Number: _____ Occupation: _____

Company Name: _____

Postal Address: _____ Postal Code: _____

Physical Address: _____ Postal Code: _____

E-Mail: _____

Telephone: _____ (H) _____ (W) _____ (CELL)

Relationship with applicant: _____

I hereby accept responsibility as sponsor for all tuition fees of the applicant. I confirm that I am familiar with the payment policy of TPHS and note that the full tuition fee (International Students) is payable upon registration and that the full tuition fee (South African National Students) is payable before 31 May (January intake) or 30 October (July intake) of each year.

Signature of Sponsor: _____ Date: _____

Health Requirements of Applicant

- | | | |
|--|-----|----|
| 1. Have you had any serious illness during the past five years?
If yes, Please provide detail: _____ | Yes | No |
| 2. Have you had any serious injury during the past five years?
If yes, Please provide detail: _____ | Yes | No |
| 3. Are you presently undergoing medical treatment?
If yes, Please provide detail: _____ | Yes | No |
| 4. Do you take any medication on a regular basis?
If yes, Please provide detail _____ | Yes | No |
| 5. Do you suffer from any allergies that TPHS should be aware of?
If yes, Please provide detail. _____ | Yes | No |
| 6. Do you have any learning disabilities/special needs that TPHS should be aware of?
If yes, Please provide detail. _____ | Yes | No |

Further information required:

- | | | |
|--|-----|----|
| Do you have a driver's license? | Yes | No |
| Do you have a criminal record? | Yes | No |
| Do you require accommodation in the student residence? | Yes | No |
| Will you have your own transport? | Yes | No |
| Computer literate? | Yes | No |
| If "Yes" detail: _____ | | |
| Where did you hear about The Private Hotel School? _____ | | |

Initial: Student _____

Sponsor _____

Academic Programme

	Registered Qualification:	Duration:	Cost:
	Diploma in Event Management (SAQA ID: TBA, NQF Level 6)	Year 1 Year 2 Year 3	R 87 900 R 67 500 R 55 000
	Advanced Certificate in Hospitality Management (SAQA ID: 80109, NQF Level 6)	Year 1 Year 2	R 87 900 R 67 500
	Advanced Certificate in Culinary Arts (SAQA ID: 80109, NQF Level 6)	Year 1 Year 2	R 87 900 R 74 500
	Higher Certificate in Hospitality Management (SAQA ID: 80106, NQF Level 5)	Year 1	R 87 900
	Occupational Chef Certificate (SAQA ID: 94941, NQF Level 5)	3 Years	R 35 000 (Per Year)
	Advanced Diploma in Hospitality Education (SAQA ID: 80107, NQF Level 7)	2 Year Distance Learning	R 5 500 (Per Module)

In recognition of the quality of the Higher- and Advanced Certificates, the American Hospitality Academy (AHA) will endorse the mentioned qualifications as the equivalent to their International Diploma. This endorsement bears an additional fee and the students will have to complete the AHA online certificates and pass all examinable modules with a minimum aggregate of 70% .

	Additional AHA Certifications:	Additional Cost for Certification and Online Programmes:
	Optional : AHA Certification	Year 1: R 8 000 Year 2: R 7 500

TPHS is an approved City & Guilds centre. Students can register for additional certifications & online examinations, and will have to submit a portfolio of evidence.

	Additional City & Guilds Certifications:	Additional Cost for Registration:
	Professional Food Preparation & Cooking	R 4 500
	Health and Safety Certification (This is a requirement for students who want to work abroad or the yacht industry)	R 1 500

Enrolment Date January 2018 July 2018 January 2019

Application Checklist

- | | |
|---|---|
| <input type="checkbox"/> Proof of English proficiency (<i>International Students only</i>) | <input type="checkbox"/> SAQA Clearance Results (<i>International Students only</i>) |
| <input type="checkbox"/> Documentation to support your application
(i.e. your CV, work certificates, references and the short essay) | <input type="checkbox"/> R 400 Application Fee (not applicable to international students) |
| <input type="checkbox"/> Certified Academic Certificates | <input type="checkbox"/> Certified ID Book / Passport Copy <input type="checkbox"/> Two Reference Letters |

Declaration

I hereby certify that I have read and fully understand all instructions regarding my application to The Private Hotel School and in particular note the payment policy. The information supplied in this application and the documentation supporting it are correct and complete. I understand that incomplete or inaccurate information could be prejudicial to my admission. If accepted as a student of The Private Hotel School, I agree to abide by all its policies and regulations.

Applicant's Full Names

Applicant's Signature

Date

Initial: Student _____
Sponsor _____

**Outline of Programme:
Diploma in Event Management**

Diploma in Event Management

60% Pass requirement, SAQA National Qualification on NQF Level 6

Year 1

Semester 1	Semester 2
Business Communication	Event Planning
Service Management	Cultural Diversity
Food and Beverage Studies	Food Service Management
Hospitality and Tourism Studies	Hospitality Law
Culinary Studies	Research Methodology
Basic Accounting	Applied Accounting
Work Based Learning	Work Based Learning

Year 2

Semester 3	Semester 4
Event Project Management	Event Practice II
Event Practice I	Creative Event Design
Entrepreneurship	Event Operations and Logistics Management
Leadership	Event Technology
Sales and Marketing	Work Based Learning
Human Resource Management	
Work Based Learning	

Year 3

Semester 5	Semester 6
Event Business Improvement Project	Workplace Internship at leading Events Company
Event Risk Management	
Event Management and Sustainability	
Ethical Event Service Management	
Strategic Management	

Requirements to enrol for above mention course

Diploma in Event Management:

Certified copy of official National Senior Certificate (NQF Level 4) on a Higher Certificate/Diploma entrance level.

Diploma Overview:

The Diploma in Event Management is aligned to NQF level 6 qualifications. This qualification is vocational orientated and aimed at preparing graduates for a professional career within the broader tourism sector, demonstrating a key emphasis on the hospitality and event industry. The qualification is industry focused whereby theoretical and practical applications are aligned and applied.

The main purpose of the Diploma in Event Management is to develop the knowledge and skills of prospective event specialists who will be able to design and stage dynamic events of any size across the range of disciplines such as sport events, business events, cultural events, festivals, entertainment events, culinary events and community events. They will develop expertise in critical and creative thinking to resolve complex challenges and implement innovative solutions through specialist event subjects underpinned by the core management skills required to thrive in a national and global environment that is constantly changing.

Initial: Student _____

Sponsor _____

Outline of Programmes:
Higher Certificate in Hospitality Management/Culinary Arts
Advanced Certificate in Hospitality Management or Culinary Arts

Endorsed as the equivalent to the Diploma in International Hospitality Management or Culinary Arts
 70% Pass requirement, AHA International Qualification

Higher Certificate in Hospitality Management/Culinary Arts <i>60% Pass requirement, SAQA National Qualification on NQF Level 5</i>	
Year 1	
Semester 1	Semester 2
Service Management	Cultural Diversity
Food and Beverage Service	Wine Studies 2
Basic Accounting	Rooms Division Practice (80 hours)
Wine Studies 1	Event Planning
Introduction to Hospitality and Tourism	Hospitality Accounting
Introduction to Culinary Arts	Food Service Management
Business Communication	Nutrition
Computer Applications (Integrated)	Hospitality Research
Work Based Learning (40 hours)	Hospitality Law

Elective: Area of specialization

Advanced Certificate in Hospitality Management or Culinary Arts <i>60% Pass requirement, SAQA National Qualification on NQF Level 6</i>	
Year 2	
Semester 1: Hospitality Management Specialisation	Semester 1: Culinary Arts Specialisation
Leadership Development	Leadership Development
Hospitality Entrepreneurship	Hospitality Entrepreneurship
Sales and Marketing	Sales & Marketing
Front Office Operations	Professional Cooking
Lodging Management	Professional Baking and Pastry
Human Resource Management	Applied Food Science (Integrated)
Work Based Learning (120 hours)	Cuisines of the World (Integrated)
	Work Based Learning (120 hours)
Semester 2: Hospitality Specialisation	Semester 2: Culinary Arts Specialisation
Local Internship in Leading Hotel	Local Internship in Leading Restaurant
Business Improvement Project	Business Improvement Project

Requirements to enrol for above mention courses

Higher Certificate in Hospitality Management/Culinary Arts:
 Certified copy of official National Senior Certificate or similar qualification on NFQ 4 level.

Advanced Certificate in Hospitality Management or Culinary Arts:
 Completion of the Higher Certificate in Hospitality Management, or similar qualification on NQF 5 level.

Certificates Overview:

In the first year students are exposed to an introduction to Hospitality as well as Culinary Arts. It is essential for all students to have a background of the kitchen as well as all the other aspects of the hospitality industry (Front Office, Food & Beverage Service, Rooms Division Operations, Human Resources, Event Planning). When commencing the second year, students choose an area of specialisation, either Hospitality Management or Culinary Arts. During the fourth semester, students do a six month Internship at a hotel or restaurant. We offer students direct access to some of the best hospitality institutions for their internships such as The Cape Grace Hotel, The Michelangelo, Fancourt Hotel & Spa, The Grand Roche Hotel, The Raphael and many more. Restaurants our students have been placed for their culinary internship include Clos Malverne, Overture, Terroir, Jordan, Mont Marie and Le Quartier Français. Upon successful completion, students match the job profile of operational staff with supervisory and management responsibilities in the hospitality industry. Possible career options include Front Desk Manager, Concierge, Human Resources, Public/Guest Relations, Sales & Marketing and Food & Beverage Manager or Chef.

Initial: Student _____

Sponsor _____

**Outline of Programme:
Occupational Chef Certificate (QCTO)**

Occupational Chef Certificate (QCTO) <i>50% Pass requirement, SAQA ID: 94941, NQF Level 4</i> Formal Training and Learning on the campus of The Private Hotel School April to September (Year 1-3) 2 Blocks of 8 weeks each	
Introduction to Culinary Arts - Theory and Practical - City and Guilds Skills Achievement: 3529-50 Food Preparation	Food and Beverage Service - Theory & Practical - City and Guilds Skills Achievement: 3529-52 Food and Beverage Service
Quantity Food Production - Theory and Practical	Professional Cooking - Theory and Practical
Personal Hygiene and Safety Food Safety and Microorganisms	Professional Baking and Pastry - Theory and Practical
Understanding Culture	Entrepreneurship
Basic Nutrition	Service Basics
Language and Communication	Revenue and Menu Management
Inventory and Purchasing	Introduction to Hospitality and Tourism
Sustainability in Food Service	Hotel Safety and Security
Basic Accounting	Wine Studies
Work Based Learning / Internship at an approved Industry Partner October to March (Year 1-3) 6 months	

Requirements to enrol for above mention course

Occupational Chef Certificate:

Proof of Highest School Qualification or UMALUSI Certificate (minimum Grade 10, although Grade 12 is recommended)

Certificate Overview:

The Occupational Chef Certificate is a three year block release programme registered by QCTO. This qualification was developed by CATHSSETA and benchmarked with criteria as set out by the South African Chefs Association, an official body and recognised in the hospitality industry. Chefs and cooks with this qualification can seek employment as a demi chef and will be able to articulate to further qualifications or may lead to promotion and further enhancement as a sous chef or executive chef.

Successful candidates will be required to work standard industry shifts at the Partner Property (Hotel/Restaurant) for 45 hours per week. These shifts can be scheduled over weekends, public holidays and can include nightshifts. It is envisaged that candidates will be offered full time employment on successful completion of this qualification by one of the Partner Properties. Career opportunities include, but are not limited to: Cook, Chef (commis, - de partie, Sous) and Caterer. With more experience, candidates with this qualification can aspire to become kitchen managers, trainers or entrepreneurs in the hospitality operation

Contact Details:

Telephone: + 27 21 881 3792
Fax: + 27 21 881 3793
E-Mail: info@privatehotelschool.co.za
Website: www.privatehotelschool.co.za

Postal Address: The Registrar
 The Private Hotel School
 P.O. Box 6255
 Uniedal, Stellenbosch, 7612

Initial: Student _____

Sponsor _____

**Outline of Programme:
Advanced Diploma in Hospitality Education**

Advanced Diploma in Hospitality Education <i>60% Pass requirement, SAQA ID: 80107, NQF Level 7</i>	
Year 1 and 2	
Introduction to Hospitality Management	Teaching Strategies in Hospitality
Safety and Sanitation in Hospitality	Quantity Food Production Theory & Practice
Hospitality Accounting	Leadership and Cultural Diversity
Hospitality Sales and Marketing	Curriculum Design
Human Resource Management	Service Management
Research Project	Food and Beverage Theory & Practice
Rooms Division Management (Incorporating Internship)	

Requirements to enrol for above mention course

Advanced Diploma in Hospitality Education:

Any one of the following qualifications:

Diploma in Education or Hospitality management or related study field (360 credits)

3 Year Degree (360 Credits) in related study field.

Traditional Matric + 3 year National Diploma in a related field

Diploma Overview:

The aim of this programme is to offer support to candidates (developers, teachers, trainers, managers) who already have a generic or specific qualification (at least 360 credits registered on the NQF level 6) but with limited background in hospitality management or culinary arts and/or consumer studies. This distance learning programme creates an opportunity to advance specialized knowledge and contentious professional development opportunities to mid career professionals,

The Advanced Diploma in Hospitality Education (Management) will contribute meaningfully to specialisation in these subject– areas and to the individual continuing professional development of participants. By attaining this qualification the student would therefore be able to play a significant role in the provision of training and facilitating as required by the Department of Education and Hospitality as a field of study.

There are not many similar programmes available and even less programmes offered on a distance learning mode, with specific reference to hospitality education/management as a field of study.

Provision is made, where possible, for flexible entry routes which can include recognition of prior learning (RPL) with regard to general admission as well as additional requirements for the programme. Credit accumulation and transfer (CAT) for a completed qualification can be recognized as meeting part of the requirements for this qualification.

Initial: Student _____

Sponsor _____