

# FACT SHEET: Higher Certificate in Human Resource Management Practice



## Qualification

- **Higher Certificate in Human Resource Management Practice**  
(Qualification code: HHCHTMP1)
- **H.Cert. (Human Resource Management Practice)**
- Prospectus 2021 Programme Category: **Boston Undergraduate Programme**
- SAQA ID 101818, NQF (HEQSF) Level 5, minimum Credits 122
- This unique higher education qualification provides graduates with endorsement for admission to Bachelor's degree study from the South African Matriculation Board, subject to their rules.



## Minimum Entry Requirements

A minimum requirement for admission into the higher certificate is a:

- National Senior Certificate (NSC), with English as one of the subjects passed and with endorsement for admission to Higher Certificate studies; or
- National Certificate (Vocational) (NC(V)), with English as one of the subjects passed and with endorsement for admission to Higher Certificate studies; or
- Prior to 2009, Senior Certificate with English as one of the subjects passed.

## Alternative Entry Pathways

A number of qualifications may meet the requirements for admission or advanced placement into the certificate:

- Certificate, NQF (OQSF) Level 4/5, minimum Credits 120; or
- Higher Certificate, NQF (HEQSF) Level 5, minimum Credits 120; or
- Advanced Certificate, NQF (HEQSF) Level 6, minimum Credits 120; or
- Diploma, NQF (OQSF/HEQSF) Level 5 or 6, minimum Credits 240 or 360; or an
- Equivalent qualification from a foreign higher education institution, see section on Foreign Applicants below.

## Important Notes for Foreign Applicants

See sections on *Minimum Entry Requirements for Foreign Applicants* and *Alternative Entry Pathways for Foreign Applicants* on page 8 of the Fact Sheet. Irrespective of meeting the *Minimum Entry Requirements for Foreign Applicants*, foreign students who do not hold a South African school leaving certificate must present a Grade 12 equivalence verification with endorsement for admission to Higher Certificate study from the South African Matriculation Board. The Board can be contacted on +27-(0)10-591-4401/2 or [applications@usaf.ac.za](mailto:applications@usaf.ac.za) or visit [he-enrol.ac.za](http://he-enrol.ac.za). Also, foreign applicants may be required to provide proof of proficiency in English (TOEFL score of 550, or IELTS overall band score of 6.0.) prior to admission to the qualification. Students who have qualifications from foreign higher education institutions must present an equivalence certificate from the South African Qualifications Authority (SAQA) who can be contacted on +27-(0)12-431-5070 or [customer-care@saqa.org.za](mailto:customer-care@saqa.org.za) or visit <http://www.saqa.org.za/index.php>

### **Applying to Transfer-in Credits**

Boston allows students with completed credits from recognised education institutions to apply for credit accumulation and transfer (CAT). In the case of completed qualifications, a maximum of 50% of the credits may be transferred-in. Credit transfers will only be considered if accompanied by full academic records with a statement of satisfactory or good conduct. Students interested in applying will be considered individually by the Academic Committee based at Head Office; see relevant section in the Prospectus and the 'Application for Admission Form' online.

### **RPL Applicants**

Boston admits a small number of students through Recognition of Prior Learning (RPL). Applicants interested in applying through RPL will be considered individually by the Academic Committee based at Head Office; see relevant section in the Prospectus and the 'Application for Admission Form' online.

### **What is the Duration of Study?**

Based on the credits and notional hours of this qualification, the minimum duration is two (2) semesters over a period of one (1) year, and the maximum duration is three (3) years. For more information see, Table overleaf.

### **What is the Purpose of the Qualification?**

The broad repertoire of disciplines that underpin human resource practices are imperative components of modern commerce. The purpose of this programme is to ensure that individuals are equipped with the foundational knowledge, theory and methodology of the important disciplines in human resource functions, industrial psychology, organisational development and human resource development, business communication, computer literacy and orientation to the world of work. This enables certificated students to demonstrate initiative and responsibility in an academic context where application of principles and theory are emphasised as a basis for further undergraduate studies and/or access to a wide range of careers within civil society, the public or private sectors.

The skills, knowledge, attitudes and values required by Human Resource and Development Practitioners are captured in this qualification which is a specialist programme in this field. Thereby offering good breadth on the important topics combined with appropriate occupational and professional depth for its intended purpose. The qualification provides exciting career opportunities in the fields, for example:

- Recruiting and Placement Officers/Assistants
- Development and Training Specialist/Assistants
- Learnership Project Administrator/Coordinator or Junior Training Specialist/Officer
- Compensation Specialists/Data Capturer/Payroll Clerk or Benefit Specialists/Advisor
- Employee and Labour Relations Supervisor/Coordinator/Junior Representative
- Health, Safety, and Security Specialists/Representative/Junior Consultant
- Other HR Specialist/Consultant positions such as:
  - Human Resource Information System Specialist
  - Employee Assistance Counsellor / Communications Officer
  - Equal Employment Opportunity Representative / Affirmative Action Coordinator
  - Outplacement Consultant

### **What are the Programme Outcomes?**

On completion of the programme, graduates will have the necessary knowledge and practical skills required to:

- Apply human resource and employment relations principles to real life situations
- Manage the different phases of organisational development in organisations
- Analyse theories of outcomes-based adult education and training as well as the taxonomies of learning
- Demonstrate and understanding of recruitment, selection, motivation and retention processes/strategies
- Identify the socio-economic needs of society and display cultural sensitivity within organisations

### **What do I require to Pass a Module?**

Students will need an overall mark of fifty percent (50%) to pass a module. Students who do not achieve a pass mark in a summative assessment (SA1 and/or SA2) may be provided one (1) further opportunity to retake (supplement) the summative assessment at an additional re-assessment fee.

### **How is the Overall Mark Calculated?**

The overall mark will be calculated from the student's performance on formative assessments (FA's) and summative assessments (SA's).

### **What is the Curriculum and Fee?**

The Boston Higher Certificate in Human Resource Management Practice programme consists of eight (8) compulsory modules. See Table overleaf.

Please note that *Module Fees* listed in the Table are inclusive of an 'early-bird' discount for the 2021 academic year and is only valid for accepted applicants who register before 1 January 2021.

*Modules Fees* escalate each calendar year, 2021 *Module Fees* to be announced for students who register in 2021.

For the Invest in SA Subsidy visit your Support Centre.

Prescribed textbooks are included in the fees.

### **How many modules can I take each semester?**

Minimum is one (1) module per semester; this will ensure students remain academically active. The maximum number of modules you can take in any one (1) semester is dependent on the number of credits per module. It is recommended for full-time working adults to consider completing the programme in a duration exceeding the minimum period of twelve (12) months, which implies electing to take fewer modules per semester.

### **What are the assessment strategies?**

See Table overleaf for assessment strategy per module.

**Assessment Strategy C (ASC):** Formative assessments (FA1 and FA2), also known as quizzes, will count fifty percent (50%) – twenty five percent (25%) each - towards the overall mark. A summative assessment in the form of a final exam (SA1), will count fifty percent (50%) towards the overall mark.

**Assessment Strategy 2 (AS2):** The formative assessment (FA1), also known as an assignment or test, will count fifty percent (50%) towards the overall mark. The summative assessment in the form of a final exam or capstone project (SA1), will count fifty percent (50%).

**Assessment Strategy 3 (AS3):** The formative assessment (FA1), also known as an assignment or test, will count forty percent (40%) towards the overall mark. Summative assessments in the form of a final exam or capstone project (SA1), will count fifty percent (50%), and a research or reflective essay (SA2) will count ten percent (10%) towards the overall mark.

**Assessment Strategy 4 (AS4):** Formative assessments (FA1 and FA2), also known as assignments or tests, will count forty percent (40%) - twenty percent (20%) each - towards the overall mark. Summative assessments in the form of a final exam or capstone project (SA1), will count fifty percent (50%), and a research or reflective essay (SA2) will count ten percent (10%) towards the overall mark.

**Assessment Strategy 5 (AS5):** Formative assessments (FA1 and FA2), also known as assignments or tests, will count thirty percent (30%) - fifteen percent (15%) each - towards the overall mark. Summative assessments in the form of a final exam or capstone project (SA1), will count sixty percent (60%), and a research or reflective essay (SA2) will count ten percent (10%) towards the overall mark.

**Assessment Strategy W (ASW):** Formative assessments (FA1 and FA2), also known as assignments, will count forty percent (40%) - twenty percent (20%) each - towards the overall mark. Summative assessments in the form of a practicum, will count forty percent (40%), and a research or reflective essay (SA2) will count twenty percent (20%) towards the overall mark.

**Higher Certificate in Human Resource Management Practice (HHCHRP1)**

Semester	Module Name	Code	NQF Level	Credits	Compulsory	Academic Year / Assessment	Pre-requisite	2020 Module Fees (Cash Fees before Invest in SA Subsidy)	2020 Module Fees (Cash Fees after Invest in SA Subsidy for full registrations, CAT/RPL)	Textbook(s) and digital learning experiences included?	Student Advisor to help keep me motivated and on-track?	Full-Time Educators to assist with academic support, tuition planning, student wellness, etc.	24/7 online LMS for access to video lectures, teaching & learning, assessments, feedback, etc.	Support Centre for access to ICT, study & exam venues, if required	
1	Annual Registration Fee							R650	<b>Visit your Support Centre for detailed information</b>						
1	Annual Library Fee 1	HALIBF1						R250							
1	Computer Literacy (Intro to PC, Windows, Word, Outlook)	HCLT101-1	5	16	Yes	1-ASC		R4,020		Yes	Yes	Yes	Yes	Yes	Yes
1	Academic Literacy	HALP1181	5	14	Yes	1-AS2		R3,395		Yes	Yes	Yes	Yes	Yes	Yes
1	Human Resource Functions	HHRF1181	5	20	Yes	1-AS2		R3,600		Yes	Yes	Yes	Yes	Yes	Yes
1	Introduction to Industrial Psychology	HIND1181	5	8	Yes	1-AS2		R3,195		Yes	Yes	Yes	Yes	Yes	Yes
	Total Credits: Academic Year 1, Semester 1			58											
2	Introduction to Socioeconomics	HSEC1181	5	14	Yes	1-AS2		R3,395		Yes	Yes	Yes	Yes	Yes	Yes
2	Organisation Development	HODV1181	5	16	Yes	1-AS2		R3,460		Yes	Yes	Yes	Yes	Yes	Yes
2	Human Resource Training and Development	HHTD1181	5	20	Yes	1-AS2		R3,600		Yes	Yes	Yes	Yes	Yes	Yes
2	Work Integrated Learning	HWCHRP1181	5	14	Yes	1-ASW	HHRF1181	R2,730		Yes	Yes	Yes	Yes	Yes	Yes
	Total Credits: Academic Year 1, Semester 2			64											
	Total Credits/Modules			<b>122</b>	<b>8</b>			<b>R28,295</b>		<b>R22,900</b>					

### **What is the language of teaching and learning?**

English is the language of communication, instruction and assessment at Boston.

### **What is the mode of provision?**

Distance Learning supported with rich-media courseware. For every module, this includes:

- Comprehensive information which consists of:
  - Overview of the qualification, exit level and critical cross field outcomes
  - Overview of the teaching, learning and assessment strategies
  - Module specific information i.e. overview, credits, notional hours, assessment specifics, etc.
  - Tuition plan and academic calendar
- Boston study guide and/or prescribed texts (whichever is applicable)
- The following is hosted/facilitated on our Learning Management System (LMS), *ColCampus*, which is available online and/or at the Support Centre
  - Filmed lectures
  - Teaching and Learning activities
  - Formal assessment and support
  - Electronic library and other resources
  - Student wellness@boston
- *ColCampus* promotes anytime, anywhere learning while connecting students to Educators and learning resources in a safe, secure online environment.

### **What materials/resources will I require in order to Study?**

It is compulsory that students have access to a computer and internet. Certain course material and/or notes and assessments will only be accessible online or electronically.

Boston will provide all study guides and/or prescribed texts, module information, timetables, and access to *ColCampus* for filmed lectures, formal assessments, as well as teaching and learning support for each module. Therefore, there will be no requirement to purchase any additional prescribed materials.

### **What is a Support Centre?**

Boston's network of Support Centres grants our students access to computers and *ColCampus* for assessments, filmed lectures, electronic library facilities, as well as examination venues and administrative services. Students must select a single Support Centre and may make use of the facilities for the duration of their studies; see attached list.

### **Where do I complete my Assessments?**

Students must select the same Support Centre for assessment purposes. The venue for formative and summative assessments will depend on the specific assessment formats of each module.

- Assignments, research reports, essays, etc. will be uploaded into our online LMS *ColCampus*, which can be done from home, or at the selected Support Centre.
- Invigilated tests and examination sittings will be conducted at Support Centres or designated exam venues.
- Research presentations and orals will be conducted via Skype at Support Centres or designated proctored venues.

### **Who will provide me with Academic and Tuition Support?**

Boston has appointed qualified and experienced Educators to provide support to learners. Students can contact Educators any time via *ColCampus*, through e-mail, or alternatively book a telephonic, or Skype appointment. Face-to-face appointments can also be arranged but these will be by appointment only and will take place exclusively at Boston's Head Office.

### **Can I further my studies when I graduate?**

The qualification is registered at NQF (HEQSF) Level 5 and will provide for articulation options into NQF (HEQSF) Levels 6 or 7 qualifications. Graduates may proceed to Advanced Certificates, Diplomas or Degree programmes in a variety of disciplines at any number of public universities, private or foreign higher education institutions. In order to gain entry into these programmes students will have to meet the admission and selection criteria of the receiving institution.

### **Certification**

Prospectus 2021 Programme Category: **Boston Undergraduate Programme.**

Upon successful completion of the qualification, students will receive a Higher Certificate in Human Resource Management Practice (SAQA ID 101818), NQF (HEQSF) Level 5 (minimum Credits 122) from Boston.

### **Important dates!**

The *Academic Calendar Sem A 2021* outlines the most important dates for the Boston higher education offerings and will assist students to plan for success. For more information see Tables appended.

### **When can I apply and how much are the Application Fees?**

Applications are open all year round. There are no application fees payable. Please visit the website <http://www.boston.co.za/> for regular updates.

#### **For students applying for the first time to study at Boston in Semester A 2021:**

- *The closing date for applications for 1<sup>st</sup> Year modules is at 17h00 on Friday 12 March 2021.*
- *The closing date for applications for 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Year modules is at 17h00 on Friday 12 February 2021.*

### **How do I Apply?**

There are two options available for applications, for more information see Diagram overleaf.

#### Option 1

Visit the website and follow the links provided. Complete the online 'Application for Admission Form' and upload all the necessary supporting documentation.

#### Option 2

Visit a Support Centre to complete the form online and upload all necessary supporting documentation.

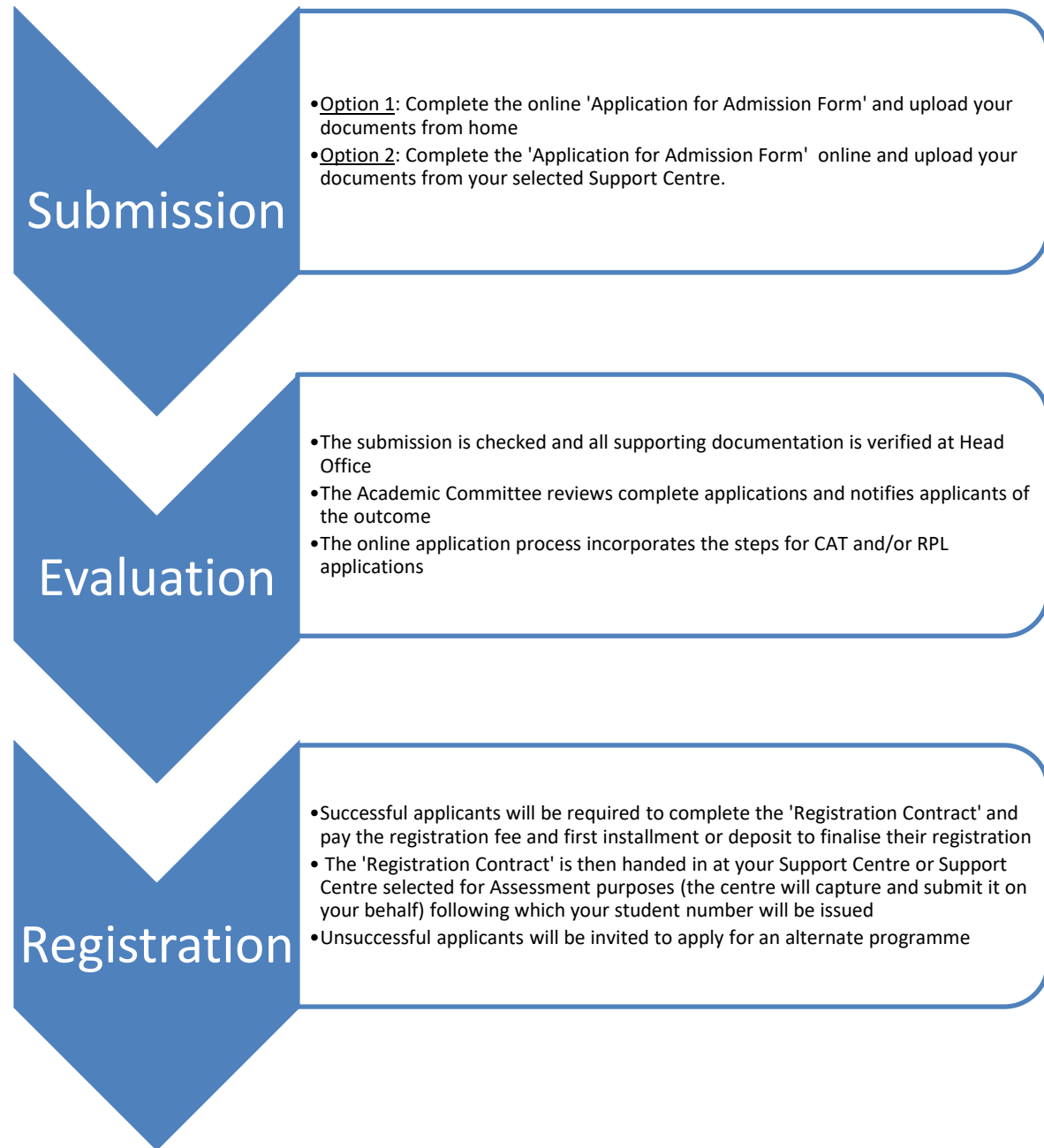
### **What do I do if I am accepted?**

When you are accepted you will be required to register. In order to register you will need to complete the 'Registration Contract' and pay the registration fee and first instalment or deposit. Once you have paid and completed the *Registration Contract* you must return the contract and proof of payment to your selected Support Centre or Support Centre selected for Assessment purposes. Contracts handed in at a Support Centre will be captured and submitted online on your behalf to Head Office for confirmation of your registration and student number.

#### **For students registering for the first time at Boston as well as returning students in Semester A 2021:**

- *The closing date for registrations for 1<sup>st</sup> Year modules is at 13h00 on Saturday 13 March 2021.*
- *The closing date for registrations for 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Year modules is at 13h00 on Saturday 13 February 2021.*

## Admissions Process



### COVID-19

During the various National Lockdown Levels, it is important that the following minimum protocols are adhered to by all staff, students and visitors:

- Participation in HEALTHCHECK and screenings;
- Completion of attendance registers;
- Maintaining of social distancing;
- Wearing of masks at all times;
- Continuation of sanitization and hygiene measures; and
- Restrictions on maximum numbers for assembly of staff and students.

For the Post-Schooling Sector, HIGHER HEALTH has a dedicated 24-hour toll-free helpline for addressing the mental health and psycho-social support needs of students and staff:

- Toll-free call 0800 36 36 36
- SMS 43336

### Minimum Entry Requirements for Foreign Applicants

A minimum requirement for admission into a higher education programme is as follows:

- Obtained a pass in a minimum of five (5) subjects, at least two (2) shall be Advanced Level and remainder Ordinary Level; or
- Obtained a pass in a minimum of four (4) subjects, at least three (3) shall be Advanced Level subjects and the remainder Ordinary Level; and
- Included in the five (5) or four (4) subjects at least one (1) subject selected from each of the following groups:
  - Group I: English Language;
  - Group II: a first Language other than Group I;
  - Group III: a first Language other than Group I or II, Biology, Botany, Chemistry, General Science, Geology, Mathematics, Physics, Physics-with-Chemistry, Zoology.

**OR**

- Obtained a pass in a minimum of five (5) different subjects on the Advanced Subsidiary Level and/or Higher International General Certificate of Education and/or Ordinary Level including one (1) selected from each of Groups I and II and two (2) from Groups III, IV and V:
  - Group I: English Language;
  - Group II: a second Language other than Group I,
  - Group III: a third Language other than Group I and II, Biology, Chemistry, Mathematics or Physics;
  - Group IV: Art, Biology (if not offered under Group III), Chemistry (if not offered under Group III), Economics, Geography, History, Mathematics (if not offered under Group III), Music, or Physics (if not offered under Group III)
  - Group V: Accounting, Business Studies, Computing, Design & Technology, Information Technology or Further Mathematics
- Obtained a pass in four (4) Advanced Subsidiary Level and/or Higher International General Certificate of Education subjects, of which at least one (1) shall be from Group I or II and at least two (2) shall be selected from Groups III, IV or V above, provided that any language subject from Group III may be recognised as a Group II subject satisfying the grouping requirements of that group only.

**OR**

- Advanced International Certificate of Education included in the subjects passed are:
  - five (5) full credit pass marks; or
  - four (4) full credit pass marks and two half (2,5) credit pass marks; and
  - satisfied the following subject requirements:
    - (i) a full credit pass mark in English; and
    - (ii) a full credit pass mark in a second language; and
    - (iii) a full credit pass mark in one (1) of Biology, Mathematics, Physics, Chemistry, History, Economics or Geography.

Symbols A, B, C and D will be regarded as pass marks only.

### Alternative Entry Pathways for Foreign Applicants

A number of other certificates and/or qualifications may meet the requirements for admission or advanced placement into the higher certificate:

- One year postsecondary certificate or diploma after passing five (5) Ordinary Level subject credits including English Language (pass marks symbol A, B or C); or
- Five (5) approved Ordinary Level subject passes including English Language as well as completion of the first year of a three year postsecondary diploma or a four year Bachelor's degree.



## Boston Support Centres 2021

• Alberton	• Krugersdorp	• Queenstown
• Bedfordview	• Ladysmith	• Randburg
• Bellville	• Mthatha	• Richards Bay
• Benoni	• Nelspruit	• Roodepoort
• Bloemfontein	• Newcastle	• Rosebank
• Braamfontein	• Orange Grove	• Rustenburg
• Cape Town	• Paarl	• Somerset West
• Durban City	• Pietermaritzburg	• Soweto
• East London	• Polokwane	• Springs
• George	• Port Elizabeth	• Stanger
• Germiston	• Port Shepstone	• Tzaneen
• Johannesburg	• Potchefstroom	• Umhlanga
• Kempton Park	• Pretoria Arcadia	• Vereeniging
• Kimberley	• Pretoria Lynnwood Glen	• Welkom
• Klerksdorp	• Pretoria North	• Witbank

Academic Calendar Sem A 2021 – CALENDAR 1 for 1 <sup>st</sup> year modules				
SEMESTER: JANUARY - JULY				
Week	Month	Date	Time	Activity
	March	12	17:00	Applications Close
	March	13	13:00	Registrations Close
1	March	15		Studies Commence - Week 1
6	April	23	23:59	<b>FA 1 – Assignment Due</b> <b>Submit online via ColCampus no later than 23 April 2021 23:59</b>
				HALP1181, HALT130-1, HACP130-1, HADV100-1, HADV1181, HCGE130-1, HAPS1181, HSAP1181, HBFB1181, HBTB1181, HBMN100-1, HBMN1181, HBMN130-1, HBMT1181, HLWC1181, HCBB1181, HECM1181, HEMK1181, HYFT1181, HSDJ1181, HECO130-1, HENT100-1, HENT1181, HENT130-1, HEVM100-1, HEVM1181, HFAC131-1, HFAC132-1, HFOA100-1, HCNM1181, HHIVC1181, HHWPT1181, HLWH1181, HHMP1181, HHM1181, HHS1181, HHRD100-1, HHRD130-1, HHRF1181, HHRM100-1, HHRM130-1, HHTD1181, HINT1181, HIPLW130-1, HIAP1181, HANT130-1, HIAI1181, HBRD1181, HBMN102-1, HICMA1181, HCOU1181, HIND1181, HSEC1181, HISL130-1, HIT1181, HISM100-1, HLWP130-1, HLAA130-1, HLWS130-1, HMKT100-1, HMKT1181, HMKT130-1, HMLW1181, HSMB1181, HODV1181, HPX100-1, HPLM1181, HMKR1181, HPPS1181, HPRM1181, HPSY131-1, HPSY132-1, HPAD1181, HPR1181, HSOS1181, HSHE1181, HSOC131-1, HSOC132-1, HSOS1181, HSEM1181, HSMS1181, HSCI1181, HSYD100-1, HTSS100-1, HTDSA1181, HTDS1181, HTDP1181, HTTM1181, HTOP1181, HWCHAP1181, HWCACP1171, HWCMBMP1171, HWCGMT1181, HWCHCM1171, HWCHMP1181, HWCHRM1171, HWCHRP1181, HWCLSP1171, HWCMP1171, HWCMSP1181, HWCMDM1181, HWCMSM1181, HWCMTM1181, HWCCTMP1181
6	April	23	23:59	<b>FA 1 – Online Quiz Due</b> <b>Complete online via ColCampus no later than 23 April 2021 23:59</b>
				HCLT101-1, HCLT102-1, HCLT103-1
9	May	14	17:00	FA 1 - Results Release
10	May	18	13:00	FA 1 - Results Appeal Close
10	May	21	17:00	FA 1 - Results Appeal Release
12	June	4	23:59	<b>FA 2 - Assignment Due</b> <b>Submit online via ColCampus no later than 4 June 2021 23:59</b>
				HALT130-1, HACP130-1, HCGE130-1, HBMN130-1, HECO130-1, HENT130-1, HFAC131-1, HFAC132-1, HHRD130-1, HHRM130-1, HIPLW130-1, HANT130-1,

Academic Calendar Sem A 2021 – CALENDAR 1 for 1 <sup>st</sup> year modules				
SEMESTER: JANUARY - JULY				
Week	Month	Date	Time	Activity
				HISL130-1, HLWP130-1, HLAA130-1, HLWS130-1, HMKT130-1, HPSY131-1, HPSY132-1, HSOC131-1, HSOC132-1, HWCHAP1181, HWCACP1171, HWCBMP1171, HWCGMT1181, HWCHCM1171, HWCHMP1181, HWCHRM1171, HWCHRP1181, HWCLSP1171, HWCMP1171, HWCMSP1181, HWCMDM1181, HWCMSM1181, HWCMTM1181, HWCTTMP1181
12	June	4	23:59	<b>FA 2 – Online Quiz Due</b> <b>Complete online via ColCampus no later than 4 June 2021 23:59</b>
				HCLT101-1, HCLT102-1
13	June	11	17:00	FA 2 - Results Release
14	June	14	13:00	FA 2 - Results Appeal Close
14	June	17	17:00	FA 2 - Results Appeal Release
15 to 17	Jun - July	21 - 5		<b>SA 1 Time Table for paper-based sit down exams only (with SA 2).</b> <b>Accompanying SA 2's to be submitted online via ColCampus no later than 23:59 on day that SA 1 is written</b>
15	Jun	21	09:00-11:00	HFAC132-1
	Jun	23	09:00-12:00	HFAC131-1
15 to 17	Jun - July	21 - 5		<b>SA 1 Time Table for online exams only.</b> <b>No SA 2's to submit.</b> <b>Please book to sit for these online exams as soon as you are ready. These exams must be completed within the exam period.</b>
				HALP1181, HADV1181, HAPS1181, HSAP1181, HBFB1181, HBTB1181, HBMN1181, HBMT1181, HLWC1181, HCLT101-1, HCLT102-1, HCLT103-1, HCBB1181, HECM1181, HEMK1181, HYFT1181, HSDJ1181, HENT1181, HEVM1181, HCNM1181, HHVC1181, HHWPT1181, HLWH1181, HHMP1181, HHM1181, HHS1181, HHRF1181, HHTD1181, HINT1181, HIAP1181, HIAI1181, HBRD1181, HICMA1181, HCOU1181, HIND1181, HSEC1181, HIT1181, HMKT1181, HMLW1181, HSMB1181, HODV1181, HPLM1181, HMKR1181, HPPS1181, HPRM1181, HPAD1181, HPR1181, HSPS1181, HSHE1181, HSOS1181, HSEM1181, HSMS1181, HSCI1181, HTDSA1181, HTDS1181, HTDP1181, HTTPM1181, HTOP1181
17	July	5	23:59	<b>SA 1 &amp; SA 2 Time Table for projects/internship/assignments only.</b> <b>Submit online via ColCampus no later than 5 July 2021 23:59</b>
				HPX100-1, HWCHAP1181, HWCACP1171, HWCBMP1171, HWCGMT1181, HWCHCM1171,

Academic Calendar Sem A 2021 – CALENDAR 1 for 1 <sup>st</sup> year modules				
SEMESTER: JANUARY - JULY				
Week	Month	Date	Time	Activity
				HWCHMP1181, HWCHRM1171, HWCHRP1181, HWCLSP1171, HWCMP1171, HWCMSP1181, HWCMDM1181, HWCMSM1181, HWCMTM1181, HWCTTMP1181
15 to 17	Jun - July	21 - 5		<b>SA 1 Time Table for online exams with SA 2's to submit.</b> <b>Please book to sit for these online exams as soon as you are ready. These exams must be completed within the exam period. Remember to upload your SA 2 on ColCampus by the stipulated due date.</b>
				HALT130-1, HACP130-1, HADV100-1, HCGE130-1, HBMN100-1, HBMN130-1, HECO130-1, HENT100-1, HENT130-1, HEVM100-1, HFOA100-1, HHRD100-1, HHRD130-1, HHRM100-1, HHRM130-1, HIPLW130-1, HANT130-1, HBMN102-1, HISL130-1, HISM100-1, HLWP130-1, HLAA130-1, HLWS130-1, HMKT100-1, HMKT130-1, HPSY131-1, HPSY132-1, HSOC131-1, HSOC132-1, HSYD100-1, HTSS100-1
18	July	14	17:00	SA 1 & 2 Results Release
18	July	16	13:00	SA 1 & 2 Results Appeal Close
19	July	21	17:00	SA 1 & 2 Results Appeal Release
19 to 20	July	22 - 28		<b>Supplementary SA 1 Time Table for paper-based sit down exams only (with Supplementary SA 2).</b> <b>Accompanying Supplementary SA 2's to be submitted online via ColCampus no later than 23:59 on day that SA 1 is written</b>
19	July	22	09:00-12:00	HFAC132-1
	July	23	09:00-12:00	HFAC131-1
19 to 20	July	22 - 28		<b>Supplementary SA 1 Time Table for online exams only. No Supplementary SA 2's.</b> <b>Please book to sit for these online exams as soon as you are ready. These exams must be completed within the exam period.</b>
				HALP1181, HADV1181, HAPS1181, HSAP1181, HBBF1181, HBTB1181, HBMN1181, HBMT1181, HLWC1181, HCLT101-1, HCLT102-1, HCLT103-1, HCBB1181, HECM1181, HEMK1181, HYFT1181, HSDJ1181, HENT1181, HEVM1181, HCNM1181, HHIVC1181, HHWPT1181, HLWH1181, HHMP1181, HHM1181, HHS1181, HHRF1181, HHTD1181, HINT1181, HIAP1181, HIAI1181, HBRD1181, HICMA1181, HCOU1181, HIND1181, HSEC1181, HIT1181, HMKT1181, HMLW1181, HSMB1181, HODV1181, HPLM1181, HMKR1181, HPPS1181, HPRM1181, HPAD1181, HPR1181, HSPS1181, HSHE1181, HSOS1181, HSEM1181,

Academic Calendar Sem A 2021 – CALENDAR 1 for 1 <sup>st</sup> year modules				
SEMESTER: JANUARY - JULY				
Week	Month	Date	Time	Activity
				HSMS1181, HSCI1181, HTDSA1181, HTDS1181, HTDP1181, HTTPM1181, HTOP1181
19 to 20	July	22 - 28		<b>Supplementary SA 1 Time Table for online exams with Supplementary SA 2's to submit. Please book to sit for these online exams as soon as you are ready. These exams must be completed within the exam period. Remember to upload your SA 2 on ColCampus by the stipulated due date.</b>
				HALT130-1, HACP130-1, HADV100-1, HCGE130-1, HBMN100-1, HBMN130-1, HECO130-1, HENT100-1, HENT130-1, HEVM100-1, HFOA100-1, HHRD100-1, HHRD130-1, HHRM100-1, HHRM130-1, HIPLW130-1, HANT130-1, HBMN102-1, HISL130-1, HISM100-1, HLWP130-1, HLAA130-1, HLWS130-1, HMKT100-1, HMKT130-1, HPSY131-1, HPSY132-1, HSOC131-1, HSOC132-1, HSYD100-1, HTSS100-1
19 to 20	July	22 - 28	23:59	<b>Supplementary SA 1 &amp; Supplementary SA 2 Time Table for projects/internship/assignments only. Submit online via ColCampus no later than 21 July 2021 23:59</b>
				HPX100-1, HWCHAP1181, HWCACP1171, HWCBMP1171, HWCGMT1181, HWCHCM1171, HWCHMP1181, HWCHRM1171, HWCHRP1181, HWCLSP1171, HWCMP1171, HWCMSM1181, HWCMDM1181, HWCMSM1181, HWCMTM1181, HWCTTMP1181
21	August	3	17:00	Supplementary SA 1 & 2 Results Release
21	August	6	13:00	Supplementary SA 1 & 2 Results Appeal Close
22	August	11	17:00	Supplementary SA 1 & 2 Results Appeal Release

Academic Calendar Sem A 2021 – CALENDAR 2 for 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup> year modules				
SEMESTER: JANUARY - JULY				
Week	Month	Date	Time	Activity
	February	12	17:00	Applications Close
	February	13	13:00	Registrations Close
1	February	15		Studies Commence - Week 1
1	February	19	23:59	<b>HPRM441-1 FA 1 – Assignment Due</b> Submit online via <i>ColCampus</i> no later than <b>19 February 2021 23:59</b> . Feedback given in <b>Week 2</b>
2	February	26	23:59	<b>HPRM441-1 FA 2 – Assignment Due</b> Submit online via <i>ColCampus</i> no later than <b>26 February 2021 23:59</b> . Feedback given in <b>Week 3</b>
3	March	5	23:59	<b>HPRM441-1 FA 3 – Assignment Due</b> Submit online via <i>ColCampus</i> no later than <b>5 March 2021 23:59</b> . Feedback given in <b>Week 4</b>
4	March	12	23:59	<b>HPRM441-1 FA 4 – Assignment Due</b> Submit online via <i>ColCampus</i> no later than <b>12 March 2021 23:59</b> . Feedback given in <b>Week 5</b>
5	March	19	23:59	<b>HPRM441-1 FA 5 – Assignment Due</b> Submit online via <i>ColCampus</i> no later than <b>19 March 2021 23:59</b> . Feedback given in <b>Week 6</b>
6	March	26	23:59	<b>FA 1 – Assignment Due</b> Submit online via <i>ColCampus</i> no later than <b>26 March 2021 23:59</b>
				HPBM442-1, HPBM443-1, HADV200-1, HADV300-1, HADV3B161, HCGE231-1, HCGE232-1, HMAC330-1, HRML330-1, HAPR300-1, HAUD331-1, HAUD230-1, HBRD2161, HBRD3161, HBMN201-1, HBMN231-1, HBMN200-1, HBMN21615, HBMN230-1, HBMN300-1, HBMN330-1, HBMN333-2, HPRM440-1, HBLE3161, HLWC200-1, HLWC230-1, HCMLW230-1, HCGA232-1, HMAC202-1, HCYLW230-1, HDBP200-1, HFAC332-1, HECO231-1, HECO232-1, HERL230-1, HENT200-1, HENT230-1, HENT300-1, HENT330-1, HLWE230-1, HETA231-1, HEVM200-1, HEVM300-1, HEVM3B161, HPFM440-1, HFAC130-1, HFAC301-1, HFAC3B161, HFAC201-1, HFAC231-1, HFMN233-1, HFMN3161, HFMN330-1, HFMN300-1, HFAC232-1, HGPLC230-1, HGPLD230-1, HPMK440-1, HPBM441-1, HHRD200-1, HHRD3161, HHRM200-1, HHRM230-1, HHRM300-1, HIND3161, HLWI230-1, HIMC300-1, HINT2161, HINT3B161, HAUD200-1, HMAC200-1, HIPM3161, HISM200-1, HISM3161, HISM300-1, HLLW330-1, HLWL200-1, HLLW3161, HLTX330-1, HPLW440-1,

Academic Calendar Sem A 2021 – CALENDAR 2 for 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup> year modules				
SEMESTER: JANUARY - JULY				
Week	Month	Date	Time	Activity
				HBMN232-1, HMA3A161, HMA3B161, HMKT200-1, HMKT230-1, HMKT300-1, HMKT3161, HLWM200-1, HNTS201-1, HNTS202-1, HNTS203-1, HNTS300-1, HPBM440-1, HHRD230-1, HPCP440-1, HPXN200-1, HPXS200-1, HPRXS3B161, HMA230-1, HFMN230-1, HBMN301-1, HPRM2161, HPLW230-1, HPSY231-1, HPSY232-1, HPAA200-1, HPDL230-1, HPR200-1, HRMM330-1, HRMS230-1, HFAC331-1, HSEC200-1, HSOC231-1, HSOC232-1, HSFT3161, HSPC230-1, HPMK442-1, HPBM444-1, HSAD300-1, HSYD202-1, HSYD3161, HSPM300-1, HTAX201-1, HTAX202-1, HTAX2181, HTAX331-1, HTAX230-1, HTCP3161, HWBAC230-1, HWDPR300-1, HWBCM3171, HWDBM3171, HWDEM3171, HWDF3171, HWDHR3171, HWDMM3171, HWFM300-1, HPSW200-1, HPSW230-1
6	March	26	23:59	<b>FA 1 – Online Quiz Due</b> <b>Complete online via ColCampus no later than 26 March 2021 23:59</b>
				HASD200-1, HCLT3171, HPXN301-1, HPRXS3A161, HPXS301-1, HSYD201-1
9	April	16	17:00	FA 1 - Results Release
10	April	20	13:00	FA 1 - Results Appeal Close
10	April	23	17:00	FA 1 - Results Appeal Release
10	April	23	23:59	<b>HPRM441-1 FA 6 – Assignment Due</b> <b>Submit online via ColCampus no later than 23 April 2021 23:59. Feedback given in Week 12</b>
12	May	7	23:59	<b>FA 2 - Assignment Due</b> <b>Submit online via ColCampus no later than 7 May 2021 23:59</b>
				HPBM442-1, HPBM443-1, HADV3B161, HCGE231-1, HCGE232-1, HMA330-1, HAUD331-1, HAUD230-1, HBRD3161, HPRM440-1, HCGA232-1, HFAC332-1, HETA231-1, HEVM3B161, HPFM440-1, HFAC130-1, HFAC231-1, HFMN330-1, HFAC232-1, HPMK440-1, HPBM441-1, HINT3B161, HPLW440-1, HMKT3161, HPBM440-1, HPCP440-1, HPRXN3B161, HMA230-1, HFMN230-1, HFAC331-1, HSOC231-1, HSOC232-1, HPMK442-1, HPBM444-1, HTAX331-1, HTAX230-1, HWBAC230-1, HWDPR300-1, HWBCM3171, HWDBM3171, HWDEM3171, HWDF3171, HWDHR3171, HWDMM3171
12	May	7	23:59	<b>FA 2 – Online Quiz Due</b> <b>Complete online via ColCampus no later than 7 May 2021 23:59</b>

Academic Calendar Sem A 2021 – CALENDAR 2 for 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup> year modules				
SEMESTER: JANUARY - JULY				
Week	Month	Date	Time	Activity
				HRML330-1, HBRD2161, HBMN231-1, HBMN21615, HBMN230-1, HBMN330-1, HBLE3161, HLWC230-1, HCMLW230-1, HCLT3171, HCYLW230-1, HECO231-1, HECO232-1, HERL230-1, HENT230-1, HENT330-1, HLWE230-1, HFAC3B161, HFAC201-1, HFMN233-1, HFMN3161, HGPLC230-1, HGPLD230-1, HHRD3161, HHRM230-1, HIND3161, HLWI230-1, HINT2161, HMA200-1, HIPM3161, HISM3161, HLLW330-1, HLLW3161, HLTX330-1, HBMN232-1, HMA3A161, HMA3B161, HMKT230-1, HHRD230-1, HPRXS3A161, HPRXS3B161, HPRM2161, HPLW230-1, HPSY231-1, HPSY232-1, HPDL230-1, HRMM330-1, HRMS230-1, HSFT3161, HSPC230-1, HSYD3161, HTAX2181, HTCP3161, HPSW230-1
13	May	14	17:00	FA 2 - Results Release
14	May	17	13:00	FA 2 - Results Appeal Close
14	May	20	17:00	FA 2 - Results Appeal Release
15 to 17	May – June	24 - 7		<b>SA 1 Time Table for paper-based sit down exams only (with SA 2).</b> <b>Accompanying SA 2's to be submitted online via ColCampus no later than 23:59 on day that SA 1 is written</b>
15	May	24	09:00-11:00	HBMN21615, HBLE3161, HBMN201-1, HBMN200-1, HBMN330-1
			12:00-14:00	HPAA200-1, HBMN230-1,
			15:00-17:00	HCMLW230-1
	May	25	09:00-12:00	HFAC231-1, HFAC232-1, HFAC332-1
			09:00-11:00	HHRM200-1, HADV300-1
			12:00-14:00	HFAC201-1, HBMN231-1
			15:00-17:00	HCGE232-1, HADV200-1
	May	26	09:00-12:00	HFAC130-1
			12:00-14:00	HFAC3B161, HCYLW230-1, HFAC301-1
			15:00-17:00	HENT200-1, HFMN330-1, HBMN300-1
	May	27	09:00-12:00	HTAX230-1, HTAX331-1
			09:00-11:00	HTAX2181, HTAX201-1, HTAX202-1
			12:00-14:00	HEVM200-1, HEVM3B161, HEVM300-1
			15:00-17:00	HECO231-1, HECO232-1
	May	28	09:00-12:00	HETA231-1
			09:00-11:00	HPSW200-1, HGPLC230-1, HGPLD230-1
			12:00-14:00	HBRD2161, HBRD3161, HIMC300-1, HLWC230-1
			15:00-17:00	HIND3161, HAUD200-1
16	May	31	09:00-12:00	HFAC331-1
			09:00-11:00	HHRM230-1, HBMN333-2
			12:00-14:00	HLWM200-1, HPSY231-1
			15:00-17:00	HFMN3161, HENT230-1, HENT330-1
	June	1	09:00-12:00	HFMN230-1



Academic Calendar Sem A 2021 – CALENDAR 2 for 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup> year modules				
SEMESTER: JANUARY - JULY				
Week	Month	Date	Time	Activity
			09:00-11:00	HINT2161, HLWI230-1,
			12:00-14:00	HINT3B161, HAPR300-1
			15:00-17:00	HPR200-1,
	June	2	09:00-12:00	HMAC230-1, HMAC330-1
			09:00-11:00	HMAC200-1, HMAC202-1, HMAC3A161, HMAC3B161
			12:00-14:00	HPDL230-1
			15:00-17:00	HRMM330-1, HPSY232-1
	June	3	09:00-11:00	HBMN301-1, HERL230-1, HFMN300-1
			12:00-14:00	HLLW3161, HLLW330-1
			15:00-17:00	HSEC200-1, HLWE230-1,
	June	4	09:00-12:00	HAUD230-1, HCGA232-1, HAUD331-1
			09:00-11:00	HRMS230-1, HPLW230-1
			12:00-14:00	HMKT200-1, HMKT230-1, HLWL200-1
			15:00-17:00	HMKT3161, HFMN233-1
17	June	7	09:00-11:00	HHRD200-1, HHRD3161, HSFT3161, HBMN232-1, HLTX330-1
			12:00-14:00	HADV3B161, HPSW230-1, HLWC200-1, HHRD230-1
			15:00-17:00	HPRM2161, HIPM3161, HSOC231-1, HSPC230-1, HSOC232-1
15 to 17	May – June	24 - 7		<b>SA 1 Time Table for online exams only. No SA 2's to submit. Please book to sit for these online exams as soon as you are ready. These exams must be completed within the exam period.</b>
				HMSP1161, HMSP2161, HPRXS3A161
				<b>SA 1 Time Table for open book online exams with SA 2's to submit. Please book to sit for these online exams as soon as you are ready. These exams must be completed on the stipulated dates as indicated below. Remember to upload your SA2 via ColCampus by the stipulated due date no later than 23:59.</b>
16	June	1	09:00-12:00	HPBM440-1
	June	3	09:00-12:00	HPMK440-1
17	June	7	09:00-12:00	HPBM443-1
17	May – June	24 - 7	23:59	<b>SA 1 &amp; SA 2 Time Table for projects/internship/assignments only. Submit online via ColCampus no later than 7 June 2021 23:59</b>
				HPBM442-1, HASD200-1, HCGE231-1, HRML330-1, HPRM440-1, HDBP200-1, HENT300-1, HPFM440-1, HPBM441-1, HHRM300-1, HPLW440-1, HMKT300-1, HPCP440-1, HPRXN3B161, HPXS200-1, HPRXS3B161, HPRM441-1, HPMK442-1, HPBM444-1, HSAD300-1, HSYD201-1, HSYD3161, HWBAC230-1, HWDPR300-1,

Academic Calendar Sem A 2021 – CALENDAR 2 for 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup> year modules				
SEMESTER: JANUARY - JULY				
Week	Month	Date	Time	Activity
				HWBCM3171, HWDBM3171, HWDEM3171, HWDF3171, HWDHR3171, HWDMM3171
15 to 17	May – June	24 - 7		<b>SA 1 Time Table for online exams with SA 2's to submit.</b> <b>Please book to sit for these online exams as soon as you are ready. These exams must be completed within the exam period. Remember to upload your SA 2 on ColCampus by the stipulated due date.</b>
				HLWC200-1, HCLT3171, HISM200-1, HISM3161, HISM300-1, HNTS201-1, HNTS202-1, HNTS203-1, HNTS300-1, HPXN200-1, HPXN301-1, HPXS301-1, HSYD202-1, HSPM300-1, HTCP3161, HWFM300-1
19	June	25	17:00	SA 1 & 2 Results Release
20	June	29	13:00	SA 1 & 2 Results Appeal Close
20	July	2	17:00	SA 1 & 2 Results Appeal Release
21	July	5 - 9		<b>Supplementary SA 1 Time Table for paper-based sit down exams only (with Supplementary SA 2).</b> <b>Accompanying Supplementary SA 2's to be submitted online via ColCampus no later than 23:59 on day that SA 1 is written</b>
21	July	5	09:00-12:00	HTAX230-1, HETA231-1, HTAX331-1
			09:00-11:00	HBMN21615, HBMN230-1, HBLE3161, HIPM3161, HBMN330-1, HBMN300-1
			12:00-14:00	HPRM2161, HTAX2181, HTAX201-1, HTAX202-1, HLWC230-1, HLWC200-1, HBMN200-1
			15:00-17:00	HPAA200-1, HCMLW230-1, HCGE232-1, HADV200-1
	July	6	09:00-12:00	HFAC231-1, HFAC232-1, HFAC332-1
			09:00-11:00	HBMN201-1, HENT230-1, HLWI230-1, HENT200-1, HHRM230-1, HFMN330-1, HADV300-1
			12:00-14:00	HFMN3161, HFAC3B161, HFAC201-1, HRMS230-1, HBMN231-1, HCYLW230-1, HFAC301-1
			15:00-17:00	HIND3161, HEVM3B161, HPSW200-1, HEVM200-1, HECO231-1, HENT330-1, HECO232-1, HEVM300-1
	July	7	09:00-12:00	HFAC130-1, HFMN230-1, HFAC331-1
			09:00-11:00	HBRD2161, HBRD3161, HBMN333-2
			12:00-14:00	HINT2161, HPSW230-1, HLWM200-1, HPLW230-1
			15:00-17:00	HHRM200-1, HPR200-1, HLWE230-1, HPSY231-1, HPSY232-1, HAUD200-1
	July	8	09:00-12:00	HMAC230-1, HMAC330-1
			09:00-11:00	HMAC200-1, HMAC202-1, HMAC3A161, HMAC3B161, HGPLC230-1, HGPLD230-1

Academic Calendar Sem A 2021 – CALENDAR 2 for 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup> year modules				
SEMESTER: JANUARY - JULY				
Week	Month	Date	Time	Activity
			12:00-14:00	HINT3B161, HIMC300-1, HHRD200-1, HHRD3161, HSFT3161, HRMM330-1, HAPR300-1
			15:00-17:00	HMKT3161, HMKT200-1, HBMN301-1, HPDL230-1, HMKT230-1, HERL230-1, HFMN233-1, HFMN300-1
	July	9	09:00-12:00	HAUD230-1, HCGA232-1, HAUD331-1
			09:00-11:00	HADV3B161, HSEC200-1, HBMN232-1, HSPC230-1, HHRD230-1, HLTX330-1
			12:00-14:00	HLWL200-1, HLLW3161, HSOC231-1, HSOC232-1, HLLW330-1
21	July	5 - 9		<b>Supplementary SA 1 Time Table for online exams only. No Supplementary SA 2's. Please book to sit for these online exams as soon as you are ready. These exams must be completed within the exam period.</b>
				HMSP1161, HMSP2161, HPRXS3A161
				<b>Supplementary SA 1 Time Table for open book online exams with Supplementary SA 2's to submit. Please book to sit for these online exams as soon as you are ready. These exams must be completed on the stipulated dates as indicated below. Remember to upload your Supplementary SA 2 via ColCampus by the stipulated due date no later than 23:59.</b>
21	July	5	09:00-12:00	HPBM440-1
	July	7	09:00-12:00	HPMK440-1
	July	9	09:00-12:00	HPBM443-1
21	July	5 - 9		<b>Supplementary SA 1 Time Table for online exams with Supplementary SA 2's to submit. Please book to sit for these online exams as soon as you are ready. These exams must be completed within the exam period. Remember to upload your SA 2 on ColCampus by the stipulated due date.</b>
				HLWC200-1, HCLT3171, HISM200-1, HISM3161, HISM300-1, HNTS201-1, HNTS202-1, HNTS203-1, HNTS300-1, HPXN200-1, HPXN301-1, HPXS301-1, HSYD202-1, HSPM300-1, HTCP3161, HWFM300-1
21	July	5 - 9		<b>Supplementary SA 1 &amp; Supplementary SA 2 Time Table for projects/internship/assignments only. Submit online via ColCampus no later than 9 July 2021 23:59</b>
				HPBM442-1, HASD200-1, HCGE231-1, HRML330-1, HPRM440-1, HDBP200-1, HENT300-1, HPFM440-1, HPBM441-1, HHRM300-1, HPLW440-1, HMKT300-1, HPCP440-1, HPRXN3B161, HPXS200-1, HPRXS3B161, HPRM441-1, HPMK442-1, HPBM444-1, HSAD300-1, HSYD201-1,

<b>Academic Calendar Sem A 2021 – CALENDAR 2 for 2<sup>nd</sup>, 3<sup>rd</sup> &amp; 4<sup>th</sup> year modules</b>				
<b>SEMESTER: JANUARY - JULY</b>				
<b>Week</b>	<b>Month</b>	<b>Date</b>	<b>Time</b>	<b>Activity</b>
				HSYD3161, HWBAC230-1, HWDPR300-1, HWBCM3171, HWDBM3171, HWDEM3171, HWDF3171, HWDHR3171, HWDMM3171
<b>23</b>	July	20	17:00	Supplementary SA 1 & 2 Results Release
<b>23</b>	July	23	13:00	Supplementary SA 1 & 2 Results Appeal Close
<b>24</b>	July	28	17:00	Supplementary SA 1 & 2 Results Appeal Release

### **About the Institution**

The Boston City Campus & Business College (Pty) Ltd (Boston) Higher Certificate in Human Resource Management Practice is accredited by the Higher Education Quality Committee (HEQC) of the Council on Higher Education (CHE). Boston is registered with the Department of Higher Education and Training (DHET), as a private higher education institution, No. 2003/HE07/002, in terms of Section 54(1)(c) of the Higher Education Act, 1997 (Act No 101 of 1997), and Regulation 14(4)(a) of the Regulations for the Registration of Private Higher Education Institutions, 2016.

### **International Recognition**

Boston is accredited as an independent higher education institution with the British Accreditation Council (BAC). This qualification is accredited by the Council on Higher Education (CHE), is registered on the NQF (HEQSF) by the South African Qualifications Authority (SAQA) and the institution is registered by the Department of Higher Education and Training (DHET) as a Private Higher Education Institution (PHEI) to offer the qualification.

The DHET is a department of National Government, and both the CHE and SAQA are statutory bodies, as such these entities are recognised globally. Therefore the qualifications/institutions that are accredited/licensed by them are accepted/recognised throughout the world by other government departments and by their respective agencies such as World Educational Services (WES) and other prominent authorities for purposes of equivalence/articulation i.e. employment/labour certification or further studies. This is a *quid pro quo* arrangement amongst United Nations Member States; as the DHET, CHE and SAQA similarly recognises other nation/states' qualifications/institutions for equivalence/transferring to South Africa i.e. a United Kingdom or Zambian Bachelor of Arts awarded by a public university or private degree granting college which is accredited/licensed in accordance with the United Kingdom or Zambian legislative and statutory requirements, will be equivalated/recognised as such in South Africa.

Similarly the *SADC Protocol on Education and Training*, which is a legal framework for regional cooperation, provides for the recognition of the equality of all Member States. It must be noted that qualifications will be recognised and that curricula specific evaluations may lead to additional requirements for students to meet in order to gain entry into foreign programmes or professions, which is the prerogative of the receiving institution/body. For more information pertaining to direct international linkages/relationships visit the websites of the DHET, CHE, SAQA, CHEA and WES.

### **Disaster Management Act and Academic Services**

Boston recognises the need to deploy whatever reasonable measures necessary to obviate any negative impact on academic provisioning that might attend the invocation of the Disaster Management Act (Act No. 57, 2002) and the consequent gazetting of regulations. While Boston will attempt to minimise disruption to academic services, this could result in changes to academic calendars, procedures, processes, services, etc., all of which will be communicated to students and relevant stakeholders.

### **Disclaimer**

This Fact Sheet together with the Prospectus and Student Rulebook are accurate at the time of publication. Boston City Campus & Business College (Pty) Ltd reserves the right to alter any of the content due to changes in regulations, market requirements and other reasons. Please note that meeting any of the admission requirements does not necessarily guarantee entry into the qualification. All applications will be evaluated on an individual basis and acceptance will depend on the decision of the Academic Committee at Head Office.

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