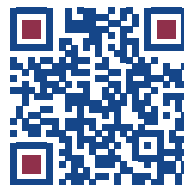




2023 / 2024

**ORBIT
TVET COLLEGE**



CORPORATE PROFILE

INDEX





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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

ORBIT College believes in:

Transformation

Policies, procedures, activities and programmes are responsive to community needs and redress imbalances of the past thereby ensuring increased inclusivity and accessibility

Accountability

Decision-making processes are transparent with proper financial management systems and procedures with the focus on efficiency and effectiveness, including being fair, ethical and trustworthy in all that we do

Respect

We respect the values of human dignity, equality, human rights and freedom, non-racism and non-sexism

Teamwork

Co-operating with one another and with the community, business stakeholders and partners in education in an open and supportive way to achieve shared goals

2.1 The official ORBIT TVET College logo



The logo was designed to reflect the identity of the institution. It has the power to represent the institution as a stand-alone symbol.

2.2 Symbolic Value

The logo represents an orbiting globe which is associated with constant movement and a dynamic character. ORBIT TVET College represents an institution that is dynamic and that always moves forward by aiming to redress the imbalances of the past through creative and innovative modes of delivery that, in turn, contribute to the improvement of the South African educational landscape. ORBIT TVET College is part of the TVET College Sector and projects itself as an institution in sync with global development trends, constantly aspiring to keep abreast of new and innovative education and training trends in order to produce top quality students who can effectively maintain themselves in any working environment, whether national or international.

The four coloured blocks within the globe are representative of the four sites that comprise the College, i.e. Brits Campus, Mankwe Campus, Rustenburg Campus and Central Office. The blocks touch one another symbolising uniformity, but each still retains its unique character, as symbolised by the different colours of the blocks.

2.3 Origin of the College name ORBIT

The name ORBIT was derived from the first letters of each of the original Campuses that belonged to the College in 2002 after the merger.

Odi

Rustenburg

Brits

Temba

The "I" was added from the word Institution

Although the merger created a strong institutional identity as ORBIT College, each campus retained its uniqueness by serving the community in which it is situated.

2.4 Corporate Colours

The four corporate colours were originally derived from the main colours of the different learning delivery sites when ORBIT College was established due to the merging process:



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 Institutes and Sector Education and Training Authorities (SETAs).

ORBIT College is one of three public TVET Colleges in the North West Province. The mandate of the 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 is 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.

Vocational Programmes are quality assured by Umalusi and Occupational Programmes are quality assured by the Quality Council for Trades and Occupations (QCTO).

The College has a Central Office in Rustenburg with three learning delivery sites

- Rustenburg Campus
- Brits Campus
- Mankwe Campus

A broad spectrum of programmes is offered at the three campuses to suit the different needs within the diverse communities.



CENTRAL OFFICE

The Central Office is situated in Rustenburg, hosting Senior Management, Academic and Student Support Services, Finance, Supply Chain as well as Corporate Services 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.



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.



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. Not only is the Rustenburg Campus the ICT training hub of ORBIT College but programmes in Hairdressing and Beauty & Nail Technology are also offered.

Rustenburg Campus is 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 the proud host of the Artificial Intelligence Future Workforce Programme in collaboration with the DHET and INTEL.



VOCATIONAL		OCCUPATIONAL	
National Certificate (Vocational)	REPORT 191 (NATED)	Skills Programmes	Learnerships
<p>The National Certificate (Vocational) Level 2-4 programmes are quality assured by UMALUSI</p>	<p>N1-N3 Engineering Studies Artisan Development Programmes <i>(In the process of being phased out)</i></p> <p>A transitional measure is currently in place that allows UMALUSI to quality-assure N1 - N3 Report 191 programmes</p>	<p>Occupational Programmes are offered as QCTO/SETA ACCREDITED PROGRAMMES.</p> <p>Occupational Programmes are offered in the form of skills programmes, learnerships or full qualifications. The offering of these programmes are dependent on the number of students and available funding.</p>	
<p>QCTO is the Quality Assurance Board for N4 – N6 Report 191 programmes</p>	<p>N4-N6 Programmes (Alternative Post-matric programmes) in Engineering, Business, Utility and Educational Studies. Students must comply with the required number of working hours in the relevant field of study to obtain a National N Diploma:</p> <ul style="list-style-type: none"> • 1½ years for Business and General Studies (Semester) Programmes (2000 working hours) • 2 years for Engineering Studies (Trimester) Programmes (2670 working hours) 	<p>Learnerships combine theory at the College or Training Centre with relevant on-the-job practical training.</p> <p>Learnerships are based on legally binding agreements between employers, students and training provider</p> <p>Skills Programmes are unit standards extracted from formal full qualifications. The College is granted approval from the relevant SETA to offer the programme.</p> <p>Offering of programmes is demand-driven</p>	

5.1 Vocational Programmes

NATIONAL CERTIFICATE (VOCATIONAL) PROGRAMMES NQF LEVEL 2-4	
Entry Requirements for NQF Level 2	<ul style="list-style-type: none"> • Grade 9 – 12 year-end school report OR • An NQF Level 1 qualification • All Engineering Programme students must have Mathematics, not Mathematical Literacy
Entry Requirements for NQF Level 3	A relevant NC(V) NQF Level 2 qualification
Entry Requirements for NQF Level 4	A relevant NC(V) NQF Level 3 qualification
NC(V) Programmes offered	<ul style="list-style-type: none"> • Engineering & Related Design (Boilermaking, Fitting and Turning or Auto Repair and Maintenance) • Electrical Infrastructure Construction • Civil Engineering & Building Construction • Information & Communication Technology (ICT) • Tourism • Hospitality & Catering Services • Transport & Logistics • Management • Finance, Economics & Accounting • Office Administration • Pre-Vocational Learning Programmes (PLP) <p>PLP is a one-year bridging programme designed to accommodate students who did not manage to comply fully for admission to the NCV programmes. Only a limited number of students are enrolled for PLP.</p>
Career Pathing	<ul style="list-style-type: none"> • Access to Higher Education in accordance with HE Institutional Admission Requirements and the Policy on the minimum admission requirements for Higher Certificate, Diploma and Degree programmes requiring a National Certificate (Vocational) at Level 4 • Join the workplace in the relevant field of study • NC(V) is recognised for apprenticeships/ learnerships in accordance with NAMB/ SETA requirements • Become an entrepreneur

5.2 Vocational Programmes (continued)

REPORT 191 PROGRAMMES N1-N3 ARTISAN DEVELOPMENT PROGRAMMES	
Entry Requirements	<ul style="list-style-type: none"> • Preferably Grade 12 year-end school report with Mathematics, not Mathematical Literacy • Access is only granted if the purpose is to pursue an artisan pathway • New students must enrol for all 4 subjects, of which Mathematics is mandatory • Enrolment spaces are subject to approved number by DHET
N1-N3 Artisan Development Programmes offered <i>(in the process of being phased out)</i>	<ul style="list-style-type: none"> • Engineering (Automotive) • Engineering (Boilermaking) • Engineering (Electrical) • Engineering (Fitting & Turning)
Career Pathing	<ul style="list-style-type: none"> • N1-N3 is not an equivalent to Grade 12 due to lack of fundamental subjects (Language, Life Orientation), but students can progress to N4 – N6 • Cannot access Higher Education • After completing N2, students must be placed at an employer to acquire work experience for a period of 2 years in preparation for a trade test • To become a qualified artisan would take between 2-4 years
REPORT 191 PROGRAMMES N4 – N6 ALTERNATIVE POST-MATRIC PROGRAMMES	
Entry Requirements	<ul style="list-style-type: none"> • Grade 12 (National Senior Certificate) year-end report • Enrolment in Engineering Programmes will depend on whether the student has done the relevant subjects in Grade 12 • New students must enrol for all 4 subjects • Enrolment spaces are subject to approved number by DHET
N4 – N6 Alternative Post-Matric Programmes offered	<ul style="list-style-type: none"> • Engineering (Mechanical) • Engineering (Electrical) • Human Resource Management (<i>Online only</i>) • Management Assistant • Financial Management • Business Management • Public Management • Medical Secretary • Legal Secretary • Tourism • Hospitality and Catering Services • Educare • Art and Design
Career Pathing	<p>Students must obtain (2000 hours work experience /18 months for semester programmes and 2670 hours work experience/24 months for trimester programmes) before a National N Diploma will be issued</p> <p>This qualification is not equivalent to the National Diploma obtained at a Higher Education Institution, due to it falling within the TVET College Band</p>

5.3 Occupational Learning Programmes

OCCUPATIONAL LEARNING PROGRAMMES

Entry Requirements

- Entry requirements for individual programmes are in accordance with the relevant QCTO/SETA admission requirements

The College has programme approval from relevant SETAs to offer a variety of occupational programmes.

LEARNING INTERVENTIONS

SKILLS PROGRAMMES

Hairdressing NQF Level 2-4 (Services SETA)

Barber NQF Level 3 (QCTO)

Beauty or Nail Technology NQF Level 4 (Services SETA)

Shielded Metal Arc Welder NQF Level 2 (QCTO)

Jewellery Manufacturing NQF Level 2-4 (MQA)

Coded Welding NQF Level 4 (QCTO)

Automotive Repairs & Maintenance NQF Level 2-4 (merSETA)

Computer and Digital Support Assistant NQF Level 4 (QCTO)

Spray Painting NQF Level 2-4 (merSETA)

General Garden Maintenance Worker NQF Level 1 (QCTO)

Community Housebuilding NQF Level 2 (CETA)

General Residential Repairer NQF Level 2 (QCTO)

Community Development NQF Level 4 (ETDP SETA)

Basic Kitchen Appliance Repairer NQF Level 2 (QCTO)

New Venture Creation NQF Level 2 (Services SETA)

Electrical Engineering NQF Level 2 & 4 (EW SETA)

Early Childhood Development NQF Level 4-5 (ETDP SETA)

Sports Management NQF Level 5 (CATHSSETA)

Sports Administration NQF Level 4 (CATHSSETA)

Welding Application NQF Level 2-3 (merSETA)

Air-conditioning & Refrigeration NQF Level 2 (merSETA)

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.

Career Pathing

- Students can pursue a career in the relevant field of study

Artisan Development remains a priority

Research conducted by the DHET projected that a significant number of artisans will be needed by 2020 due to a shortfall of artisans in the South African Labour Market. Addressing this projected shortfall of artisans has become a national priority.

The White Paper for Post-School Education and Training – Building an Expanded, Effective and Integrated Post-School System, as approved by Cabinet on 20 November 2013, has re-affirmed that establishing a good artisan system is an urgent priority for South Africa. In addition to this, the Medium Term Strategic Framework for 2014 – 2020, approved by Cabinet, has brought forward the National Development Plan target of 30 000 qualified artisans per annum by 2026 – 2030.

On 3 February 2014 the Department of Higher Education and Training launched the Decade of the Artisan campaign. The aim of this campaign is to advocate apprenticeships to the young and to encourage employers to take on apprenticeships 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.

Ways to become an Artisan

Artisan Access to Trade Test (Non-contracted learners):

- N2 Certificate with trade theory and 3 years relevant work experience
- Technical trade theory programmes quality-assured by a SETA and a minimum of 3 years relevant work experience (NQF Level 3)
- Relevant National Certificate (Vocational) Level 3 Engineering qualification and 3 years relevant work experience
- Relevant National Certificate (Vocational) Level 4 Engineering qualification and 18 months relevant work experience
- Technical Grade 12 with Mathematics, Engineering Science and related trade theory subject and 3 years relevant work experience
- Grade 9 and a minimum of 4 years relevant work experience
- Relevant (directly related to the trade theory subjects) N6 Certificate or National Technical Diploma (S,T or N stream.) and 18 months relevant work experience

Quality-assurance of Artisan Development

Artisan Development Programmes in South Africa are assessed and moderated by NAMB (the National Artisan Moderation Body) as follows:

- Coordination of Artisan Development in SA
- Monitoring the performance of Accredited Trade Test Centres
- Moderation of Artisan Trade Tests
- Recording Artisan Achievements
- Recommending certification of Artisans to the QCTO
- Development, maintenance and application of a national data bank of assessment instruments for assessment and moderation of Artisan Trade Tests

Quality assurance of Artisan Development Programmes is done by the Quality Council for Trade and Occupational Programmes (QCTO). This body ensures the availability, relevance and quality of Occupational Qualifications to meet the needs of industry. It also ensures that fit-for-purpose qualifications are registered to respond to the needs of the labour market.

In terms of the quality assurance of Report 191 NATED Programmes, a transitional measure is currently in place that allows UMALUSI to quality-assure N1-N3 Report 191 Programmes and QCTO to quality-assure the N4-N6 Report 191 Programmes.

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 two Centres of Specialisation:

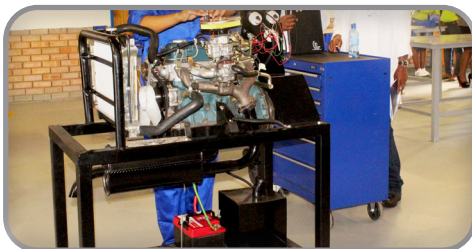
BRITS CAMPUS - ELECTRICAL TRADE

ORBIT College, in partnership with HWSETA, MQA, EWSETA, Affrox, Samancor, Tharisa Mining, TNJ Projects and the Department of Public Works is currently training thirty (30) employees to qualify as artisans in Electrical Trade.



MANKWE CAMPUS - DIESEL MECHANIC TRADE

ORBIT College, in partnership with HWSETA, Baloyi Master Trucks, Ditsibi, Garage Mechanics, Tlhabane Mechanics, Glencore, Tharisa Mining, Bell Equipment and Necsa is currently training thirty (30) employees to qualify as artisans in Diesel Mechanic Trade.



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:

STAGE	OUTCOMES	NO. OF MODULES & DURATION
1. AWARENESS	General awareness of AI	6 Module: 6 hours
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	<ul style="list-style-type: none"> 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 	

8.1 Financial Assistance

ELIGIBILITY CRITERIA AND CONDITIONS FOR FINANCIAL AID (NSFAS)

Bursaries will be awarded according to the 2023 NSFAS Eligibility Criteria and Conditions for Financial Aid

- 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

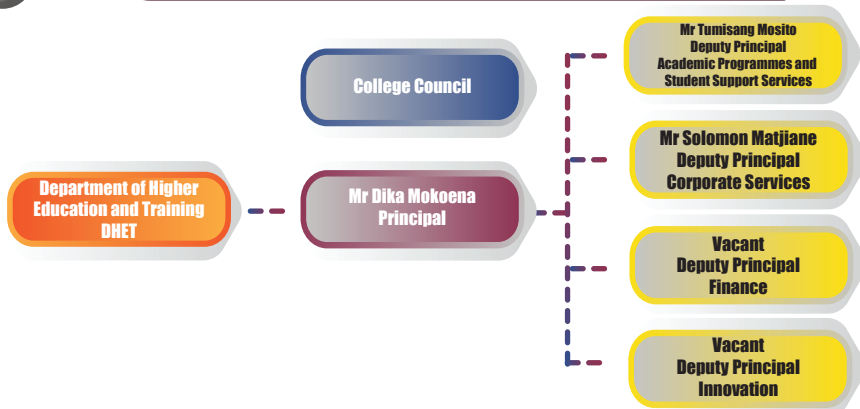
COLLEGE BURSARY SCHEME

Bursaries will be awarded according to the approved College Bursary Administration.

- College bursaries are available to compliant students, pending the recommendations of the Financial Aid Committee of the College
- The basic requirements of the NSFAS Bursary Scheme apply, namely proven good academic performance and proven financial need

8.1 Academic and Social Student Support Services

ACADEMIC SUPPORT AND CAREER DEVELOPMENT	SOCIAL SUPPORT
<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • 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	
<ul style="list-style-type: none"> • Ball Games: Aerobics, Athletics (incl. X-Country & Marathons), Badminton, Baseball, Basketball, Chess, Cricket, Football, Gymnastics, Netball, Rugby, Softball, Tennis, Tenniquoit, 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	
<ul style="list-style-type: none"> • SRC Leadership Development & Training 	



ORBIT TVET College has signed Memorandums of Understanding (MoUs) with the following Business, Industry, Government, SETAs and Community partners:

PARTNER	PURPOSE OF PARTNERSHIP
<u>Business and Industry</u> Tharisa Mining Ford SA Seda Platinum Incubator Impala Platinum Mines Laundrie Engineering and Mining Sun City Samsung ABSA Bank AECI Glencore Mining Electro Diesel	Artisan Development Training Placement and Training of Students / Workshop Support Incubator Business Support Training of lecturers / Placement of Students Placement and Training of Students Placement of Students Placement and Training of Students Placement and Training of Students Artisan Development Training / Funding for Training Artisan Development Training Artisan Development Training
<u>Universities/Universities of Technology/TVET Colleges</u> University of South Africa (UNISA) Tshwane University of Technology	Music Examinations / Increased Access of TVET College Students to HE Skills Development
<u>Government Departments</u> Department of Rural Development Department of Economic Development Department of Small Business Development Department of Education NW NSF Department of Health NW	Automotive Repairs and Nail Technology SMME Development / Centre for Entrepreneurship Centre for Entrepreneurship and Rapid Incubator ECD Training Training: Learnerships and Rural Development Programmes Artisan Development Training
<u>Local Communities, NGOs and municipalities</u> Rustenburg Local Municipality Bojanala Platinum District Municipality Kgelleng Local Municipality Office of the Sheriff of the Magistrate Court Job Shimankana Hospital Brits Hospital	Use of Facilities and Student Placement/Training of employees/Artisan Development Placement of Students Placement of Students Placement of Students Placement of Students Placement of Students
<u>Sector Education and Training Authorities (SETAs)</u> Finance and Accounting SETA (FASSET) Services SETA ETDP SETA MQA merSETA INSETA CETA HWSETA	Brand Ambassadorship Internship Programme Internship Programme Jewellery Design and Manufacture Artisan Development Programme Graduate Development Internship/Graduate Development Centre of Specialisation

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