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ORBIT TVET COLLEGE

CORPORATE PROFILE

2019

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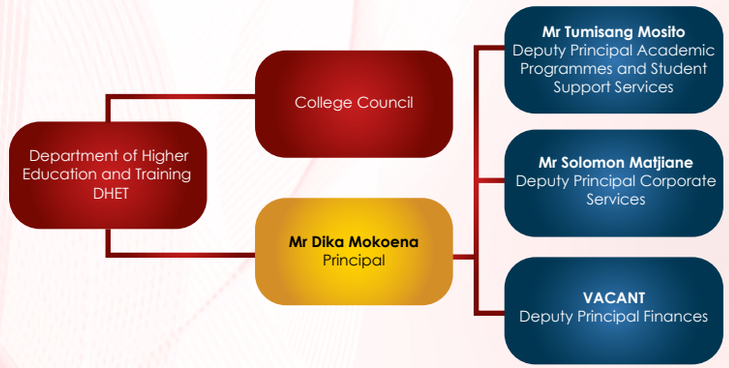
9. GOVERNANCE AND MANAGEMENT



10. CURRENT PARTNERSHIPS

PARTNERSHIPS	
ORBIT TVET College has signed Memorandums of Understanding (MoUs) with the following Business, Industry, Government, SETAs and Community partners:	
PARTNER	**PURPOSE OF PARTNERSHIP**
Business and Industry	
Tharisa Mining	Artisan Development Training
Ford SA	Placement and Training of Students / Workshop Support
Four Tops Engineering	Placement and Training of Students
Seda Platinum Incubator	Incubator Business Support
Magalies Water	Internships
Impala Platinum Mines	Training of lecturers / Placement of Students
Laundrie Engineering and Mining	Placement and Training of Students
Sun City	Placement of Students
Maseve Mining Investment	Training of Students
Samsung	Placement and Training of Students
ABSA Bank	Placement and Training of Students
AECI	Artisan Development Training / Funding for Training
Glencore Mining	Artisan Development Training
Electro Diesel	Artisan Development Training
Platinum Group Metal	Artisan Development Training
Universities/Universities of Technology/FET Colleges	
University of South Africa (UNISA)	Music Examinations / Increased Access of TVET College Students to HE
Tshwane University of Technology	Skills Development
Government Departments	
Department of Rural Development	ECD Training
Department of Economic Development	SMME Development / Centre for Entrepreneurship
Department of Small Business Development	Centre for Entrepreneurship and Rapid Incubator
Department of Education NW	ECD Training
NSF	Training: Learnerships and Rural Development Programmes
Department of Health NW	Artisan DevelopmentTraining
Local Communities, NGOs and municipalities	
Rustenburg Local Municipality	Use of Facilities and Student Placement/Training of employees/Artisan Development
Bojanala Platinum District Municipality	Placement of Students
Kgetleng Local Municipality	Placement of Students
Office of the Sherriff of the Magistrate Court	Placement of Students
Job Shimankana Hospital	Placement of Students
Brits Hospital	Placement of Students
Sector Education and Training Authorities (SETAs)	
Transport SETA (TETA)	Internship programme & Training on Driver's Licence
Finance and Accounting SETA (FASSET)	Brand Ambassadorship
Services SETA	Internship Programme
Bank SETA	Internship Programme
ETDP SETA	Internship Programme
MQA	Jewellery Design and Manufacture
merSETA	Learneships
SAGDA	Internship Programme
INSETA	Graduate Development
CETA	Internship/Graduate Development
LG SETA	Training/Graduate Development

8. STUDENT SUPPORT SERVICES

8.1 FINANCIAL ASSISTANCE

DHET TVET COLLEGES BURSARY SCHEME ADMINISTERED BY NSFAS
Bursaries will be awarded according to the 2019 NSFAS Bursary Guidelines

- Only South African citizens qualify for this bursary scheme.
- Applicants must be registered or intending to register on an NC(V) or Report 191 Programme.
- A Means Test is administered to determine the level of financial need of students.
- The combined family income of an applicant must not exceed R350 000-00.
- Applicants must demonstrate potential for academic success or proven academic performance (academically deserving).
- Applicants must not be enrolling for a qualification equivalent to previous learning that was state-funded.

COLLEGE BURSARY SCHEME
Bursaries will be awarded according to the College Bursary Administration, Rules and Regulations as outlined in the Student Support Policy.

- 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 Bursary Scheme apply, namely proven good academic performance and proven financial need.

8.2 ACADEMIC AND SOCIAL STUDENT SUPPORT SERVICES

ACADEMIC SUPPORT AND CAREER DEVELOPMENT PROGRAMMES	SOCIAL SUPPORT PROGRAMMES
• Career Advisory Services • Placement Assessments • Peer Academic Leadership Development • Academic Support Programmes • Experiential Training & Internships • Job Placements • Entrepreneurship Development • Information on Higher Education Studies opportunities • Graduate Tracking • Alumni Services	• Orientation and Induction • Counselling Services • Health and Wellness programmes including HIV/AIDS Support Programmes & Anti-Drug and Substance Abuse Programmes • Wellness Peer Mentor Progamme (WPM) • Community Outreach and upliftment programmes
STUDENT GOVERNANCE AND LEADERSHIP DEVELOPMENT	
• SRC Leadership Development & Training	
EXTRA CURRICULAR DEVELOPMENT	
• Sports and Recreation Development – Athletics, Soccer, Rugby, Table Tennis, Chess, Volleyball, Cricket, Basketball and Netball. • Arts & Culture Development – Music, Dance ,Drama, Dramatised Poetry, Gumboots Dance.	

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. THE LOGO AND ITS SYMBOLIC VALUE

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 as well. The logo colours reflect the corporate colours of the institution.

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 to indicate 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 was situated.

3. 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:

Pantone Reflex Blue | **Pantone** Process Yellow | **Pantone** NR 208 | **White**

ORBIT TVET COLLEGE CENTRES OF SPECIALISATION (CoS)

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.

ORBIT TVET College boasts two Centres of Specialisation

- **BRITS CAMPUS – ELECTRICIAN TRADE**
- **MANKWE CAMPUS – DIESEL MECHANIC TRADE**

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)

BRITS CAMPUS



MANKWE CAMPUS



7. ARTISAN DEVELOPMENT AT ORBIT TVET COLLEGE

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 normal 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. 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.

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

Ways to become an Artisan?

Access to Trade Test (Non-contracted learners)

- N2 Certificate with trade theory and 3 years relevant work experience
- Technical trade theory programs 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 Progammes 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 labour market needs.

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

4. OVERVIEW OF TVET COLLEGE SECTOR

The Department of Higher Education and Training was formally established by law in terms of the Presidential Minute No 690 of 6 July 2009 and under Proclamation No 44 of 1 July 2009, the concurrent functions under the TVET Colleges Act, 2008 were transferred to the Minister of Higher Education and Training. The Department of Higher Education & Training (DHET) comprises of Public TVET Colleges, public Universities, National Institutes for Higher Education, Trade Testing Centres, Skills Development Institutes and SETAs.

The mandate of the 50 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 the skills 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 dilemma 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 QCTO (Quality Council for Trades and Occupations).

5. ORBIT TVET COLLEGE SITES

- ORBIT College is one of 3 public TVET Colleges in the North West Province
- ORBIT TVET College is ISO 9001:2015 (SABS) compliant
- The College has a Central Office in Rustenburg with 3 learning delivery sites
  Rustenburg Campus
  Brits Campus
  Mankwe Campus

Each Campus remains unique in character and serves the community in which it is situated. A broad spectrum of programmes is offered at the 3 campuses to suit the different needs within the diverse communities.

RUSTENBURG CAMPUS



BRITS CAMPUS

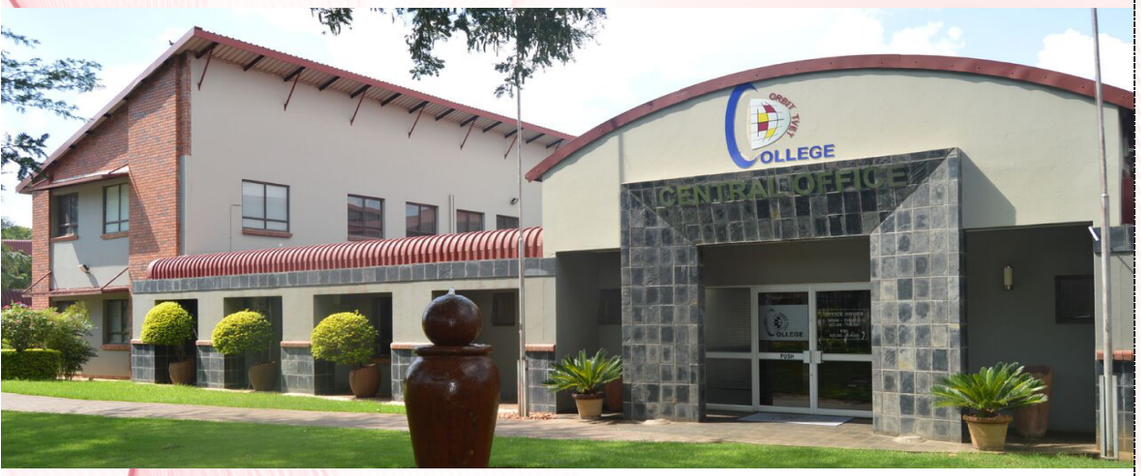


MANKWE CAMPUS



Central Office

The Central Office is situated in Rustenburg, comprising Senior Management, Academic and Student Support Services 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 in true Afri-chic style, serviced and managed by the Hospitality and Tourism students of Mankwe Campus. The public can book these self-catering facilities at a very affordable price and enjoy a relaxing stay in a tranquil environment. A Tourism and Hospitality Training Centre consisting of conference facilities, and a restaurant expose students to real-life work experience while completing their studies.

Mankwe Campus offers Automotive Repair and Maintenance, 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. Mankwe Campus was also awarded a Centre of Specialisation in Diesel Trade in 2017.







6.2 OCCUPATIONAL LEARNING PROGRAMMES

OCCUPATIONAL LEARNING PROGRAMMES	
Entry Requirements	• Entry requirements for individual programmes are in accordance with the relevant QCTO/SETA admission requirements
	• Hairdressing NQF Level 2-4 (Services SETA) • Jewellery Design and Manufacture NQF Level 3 (MQA) • Beauty Therapy NQF Level 4 (Services SETA) • Nail Technology NQF Level 4 (Services SETA) • Automotive Repair and Maintenance NQF Level 3 (merSETA) • Automotive Manufacture and Assembly Body NQF Level 2 (merSETA) • Community Housebuilding NQF Level 2 (CETA) • New Venture Creation NQF Level 2 (Services SETA) • Plumbing NQF Level 2 & 4 (CETA) • Electrical Engineering NQF Level 2 & 4 (EW SETA) • RPL - Community Development NQF Level 4 (ETDP SETA) • Early Childhood Development NQF Level 4-5 (ETDP SETA) • Sports Management NQF Level 5 (CATHSSETA) • Welding Application NQF Level 2 & 3 (merSETA) • Mechanical NQF Level 2 (merSETA) • Electronics NQF Level 3 (merSETA) • Airconditioning & Refrigeration NQF Level 2 (merSETA) • Artisan Development NQF Level 4 (merSETA, EW SETA & MQA) • Accounting Technician NQF Level 4 (FASSET)
Career Pathing	• Students can pursue a career in the relevant field of study

6.1 VOCATIONAL PROGRAMMES (Continued)

REPORT 191 PROGRAMMES N1-N3 ARTISAN DEVELOPMENT PROGRAMMES	
Entry Requirements	• Preferably Grade12 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	• Engineering (Mechanical) • Engineering (Electrical) • Engineering (Civil) • Engineering (Automotive)
Career Pathing	• 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	• Grade12 (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	• Engineering (Mechanical) • Engineering (Civil) • Financial Management • Tourism • Educare • Human Resource Management • Hospitality and Catering Services • Engineering (Electrical) • Management Assistant • Business Management • Art and Design • Popular Music Performance
Career Pathing	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. This qualification is not equivalent to the National Diploma obtained at a Higher Education Institutions, due to it falling within the TVET College Band

Rustenburg Campus

This campus is situated in an urban area surrounded by large mining operations. Unique aspects of the Rustenburg Campus include the a Jewellery Design and Manufacture Training Centre adjacent to The Platinum Incubator where students are assisted in getting their own jewellery design and trade businesses off the ground. The Rustenburg Campus is also the ICT training hub of ORBIT College.

Rustenburg Campus is the proud host of the Centre for Entrepreneurship. The purpose of this Centre is to provide Generic Enterprise Development Services/Interventions and Incubation to ORBIT TVET College graduate students and members from its focused communities. In addition to the above, Rustenburg Campus also 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 businesses and industries and is the only institution in the Madibeng area offering Engineering-related studies in the Civil Engineering and Building Construction as well as the Electrical Engineering fields. Brits Campus was awarded a Centre of Specialisation in Electrical Trade in 2017. A variety of relevant artisan development programmes is also offered at Brits Campus.





6. PROGRAMMES OFFERED

<table>
<tr><th colspan="2">VOCATIONAL</th><th colspan="2">OCCUPATIONAL</th></tr>
<tr><th>National Certificate (Vocational)</th><th>REPORT 191 (NATED)</th><th>Skills Programmes</th><th>Learnerships</th></tr>
<tr><td rowspan="2">The National Certificate (Vocational) Level 2-4 programmes are quality assured by Umalusi.

A transitional measure is currently in place that allows UMALUSI to quality-assure N1 - N3 Report 191 programmes.

QCTO is the Quality Assurance Board for N4 – N6 Report 191 programmes.</td><td>N1-N3 Engineering Studies Artisan Development Programmes</td><td colspan="2">Occupational Programmes are offered as QCTO/SETA ACCREDITED PROGRAMMES. We offer Skills Programmes, Learnerships or full qualifications, depending on the number of students and funding.</td></tr>
<tr><td>N4-N6 Programmes (Alternative Post-matric programmes) in Engineering, Business, Performing Arts, 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:

• 1½ years for Business & General Studies (Semester) Programmes (2000 working hours)

• 2 years for Engineering Studies (Trimester) Programmes (2670 working hours)</td><td>LEARNERSHIPS combine theory at the College or Training Centre with relevant practice on-the-job. Learnerships are based on legally binding agreements between employers, students and training provider.

Skills Programmes are unit standards extracted from formal full qualifications. The College is granted programme approval from the relevant SETA. Offering of programmes is demand-driven.</td></tr>
</table>

6.1 VOCATIONAL PROGRAMMES

NATIONAL CERTIFICATE (VOCATIONAL) PROGRAMMES NQF Level 2-4	
Entry Requirements for NQF Level 2	• Grade 9 – 12 year-end school report OR • An NQF Level 1 qualification • All Engineering Programme students must take Mathematics, not Mathematical Literacy
Entry Requirements for NQF Level 3 **Entry Requirements for NQF Level 4**	A relevant NC(V) NQF Level 2 qualification A relevant NC(V) NQF Level 3 qualification
NC(V) Programmes offered	• 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
Career Pathing	• 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