



Taal-Net Training Institute

FET College

2014 CORRESPONDENCE PROGRAMME
REPORT 191 – NATED
N1 – N6

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distancelearning@taalct.co.za
www.taalct.co.za

Correspondence courses

- Engineering
- Business studies
- Matric re-write
- Cambridge syllabus(IGCSE/ AS/ A-level)
- Technical Matric
- Hospitality & Catering
- Tourism

YOUR SUCCESS IS OUR SUCCESS

2014 REPORT 191 (NATED) BUSINESS COURSES

HUMAN RESOURCES MANAGEMENT (N4/N5/N6)

First Semester Subjects

- Management Communication N4
- Personnel Management N4
- Entrepreneurship & Business Management N4
- Computer Practice N4

Second Semester Subjects

- Personnel Management N5
- Computer Practice N5
- Personnel Training N5
- Labour Relations N5

Second Year First Semester Subjects

- Personnel Management N6
- Computer Practice N6
- Personnel Training N6
- Labour Relations N6

BUSINESS MANAGEMENT (N4/N5/N6)

First Semester Subjects

- Management Communication N4
- Introductory Accounting N4
- Computer Practice N4
- Entrepreneurship & Business Management N4

Second Semester Subjects

- Computer Practice N5
- Entrepreneurship & Business Management N5
- Sales Management N5
- Economics N4

Second Year First Semester Subjects

- Computer Practice N6
- Entrepreneurship & Business Management N6
- Sales Management N6
- Financial Accounting N4

MANAGEMENT ASSISTANT (N4/N5/N6)

First Semester Subjects

- Office Practice N4
- Public Administration N4
- Communication N4
- Information Processing N4

Second Semester Subjects

- Office Practice N5
- Public Administration N5
- Information Processing N5
- Public Relations N5

Second Year First Semester Subjects

- Office Practice N6
- Public Administration N6
- Information Processing N6
- Legal Practice N5

TOURISM (N4/N5/N6)

First Semester Subjects

- Travel Office Procedures N4
- Tourism Communication N4
- Tourist Destinations N4
- Travel Services N4

Second Semester Subjects

- Travel Office Procedures N5
- Tourism Communication N5
- Tourist Destinations N5
- Travel Services N5

Second Year First Semester Subjects

- Travel Office Procedures N6
- Tourism Communication N6
- Travel Services N6
- Hotel Reception N6

FINANCIAL MANAGEMENT (N4/N5/N6)

First Semester Subjects

- Financial Accounting N4
- Entrepreneurship & Business Management N4
- Management Communication N4
- Computerized Financial Systems N4

Second Semester Subjects

- Financial Accounting N5
- Entrepreneurship & Business management N5
- Economics N4
- Cost & Management Accounting N5

Second Year First Semester Subjects

- Financial Accounting N6
- Entrepreneurship & Business Management N6
- Economics N5
- Income Tax N6

Legal Secretary (N4/N5/N6)

First Semester Subjects

- Office Practice N4
- Public Administration N4
- Communication N4
- Information Processing N4

Second Semester Subjects

- Office Practice N5
- Information Processing N5
- Legal Practice N5
- Communication N5

Second Year First Semester Subjects

- Office Practice N6
- Information Processing N6
- Legal practice N6
- Public Relations N5

MARKETING MANAGEMENT (N4/N5/N6)

First Semester Subjects

- Marketing Management N4
- Management Communication N4
- Entrepreneurship & Business Management N4
- Computer Practice N4

Second Semester Subjects

- Marketing Management N5
- Sales Management N5
- Economics N4
- Computer Practice N5

Second Year First Semester Subjects

- Marketing Management N6
- Sales management N6
- Marketing Research N6
- Marketing Communication N6

PUBLIC RELATIONS (N4/N5/N6)

First Semester Subjects

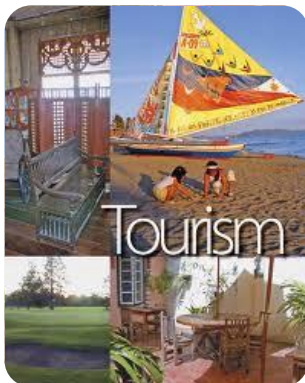
- Information Processing N4
- Public Administration N4
- Communication N4
- Office Practice N4

Second Semester Subjects

- Information Processing N5
- Public Relations N5
- Office Practice N5
- Communication N5

Second Year First Semester Subjects

- Public Relations N6
- Office Practice N6
- Legal Practice N5
- Communication N6



PUBLIC RELATIONS (N4/N5/N6)

First Semester Subjects

- Information Processing N4
- Public Administration N4
- Communication N4
- Office Practice N4

Second Semester Subjects

- Information Processing N5
- Public Relations N5
- Office practice N5
- Communication N5

Second Year First Semester Subjects

- Public Relations N6
- Office Practice N6
- Legal Practice N5
- Communication N6

HOSPITALITY & CATERING (N4/N5/N6)

First Semester Subjects

- Applied Management N4
- Sanitation & House Keeping N4
- Catering Theory & Practical N4
- Nutrition & Menu Planning N4

Second Semester Subjects

- Applied Management N5
- Catering Theory & Practical N5
- Entrepreneurship & Business Management N5
- Food & Beverage Service N5

Second Year First Semester Subjects

- Applied management N6
- Catering Theory & Practical N6
- Communication & Human Relations N6
- Computer Practice N4

PUBLIC MANAGEMENT (N4/N5/N6)

First Semester Subjects

- Public Administration N4
- Management Communication N4
- Computer Practice N4
- Economics N4

Second Semester Subjects

- Public Administration N5
- Computer Practice N5
- Public Relations N5
- Municipal Administration N5

Second Year First Semester Subjects

- Public Administration N6
- Municipal Administration N6
- Public Law N6
- Public Finance N6

MEDICAL SECRETARY (N4/N5/N6)

First Semester Subjects

- Office Practice N4
- Introduction to Information Processing N4
- Information Processing N4
- Communication N4

Second Semester Subjects

- Medical Practice N5
- Office Practice N5
- Information Processing N5
- Communication N5

Second Year First Semester Subjects

- Medical Practice N6
- Office Practice N6
- Information Processing N6
- Communication N6

AIRCRAFT MAINTENANCE (N2/N3/N4)

Terms

- 1st = 15 January – 15 June
 - 2nd = 15 July – 15 December
- Minimum Study time for each Level is 6 months.

Business Studies exams: June & November

FET Reg number: **2012/FE07/025**

2014 FEE STRUCTURE FOR BUSINESS COURSES

REGISTRATION FEE IS R350 AND IT IS NON-REFUNDABLE

Level	Fee per subject for the Semester	
N4 – N6	R1500	(including postage fees+ exam fees+ study material)

2014 REPORT 191 (NATED) ENGINEERING COURSES

ELECTRICAL ENGINEERING – HEAVY CURRENT (N1/N2/N3)

First Trimester N1:

- Mathematics
- Industrial Electronics
- Engineering Science / Physics
- Electrical Trade Theory

Second Trimester N2:

- Mathematics
- Industrial Electronics
- Engineering Science / Physics
- Electrical Trade Theory

Third Trimester N3:

- Mathematics
- Industrial Electronics
- Engineering Science / Physics
- Electro Technology

ELECTRICAL ENGINEERING – LIGHT CURRENT (N1/N2/N3)

First Trimester N1:

- Mathematics
- Industrial Electronics
- Rand & TV Theory

Second Trimester N2:

- Mathematics
- Industrial Electronics
- Logic Systems
- Radio & TV Theory
- Instrument Trade Theory

Third Trimester N3:

- Mathematics
- Industrial Electronics
- Logic System
- Radio & TV Theory
- Instrument Trade Theory

MOTOR & DIESEL (N1/N2/N3)

First Trimester N1:

- Motor Trade Theory
- Motor Electrical
- Mathematics
- Industrial Electronics
- Engineering Science

Second Trimester N2:

- Motor Trade Theory
- Diesel Trade Theory
- Motor Electrical

FITTING & TURNING (N1/N2/N3)

First Trimester N1:

- Mathematics
- Engineering Science
- Engineering Drawing
- Fitting & Machining

Second Trimester N2:

- Mathematics
- Engineering Science
- Engineering Drawing
- Fitting & Machining

- Mathematics
- Industrial Electronics
- Engineering Science

Third Trimester N3:

- Motor Trade Theory
- Diesel Trade Theory
- Motor Electrical
- Mathematics
- Industrial Electronics
- Engineering Science

BOILERMAKING / WELDING (N1/N2/N3)

First Trimester N1:

- Mathematics
- Engineering Science
- Plating & Structural Steel Drawing
- Metal Workers Theory

Second Trimester N2:

- Mathematics
- Engineering Science
- Plating & Structural Steel Drawing
- Plater Theory (Boiler making)
- Welders Theory (Welders)

Third Trimester N3:

- Mathematics
- Engineering Science
- Plating & Structural Steel Drawing
- Mechanotechnology

CIVIL ENGINEERING (N1/N2/N3)

First Trimester N1:

- Mathematics
- Engineering Science
- Building Drawing
- Plumbing Theory

Second Trimester N2:

- Mathematics
- Engineering Science
- Building Drawing
- Plumbing Theory

Third Trimester N3:

Third Trimester N3:

- Mathematics
- Engineering Science
- Engineering Drawing
- Mechanotechnology

MILLWRIGHT (N1/N2/N3)

First Trimester N1:

- Mathematics
- Engineering Science
- Engineering Drawing
- Electrical Trade Theory

Second Trimester N2:

- Mathematics
- Engineering Science
- Engineering Drawing
- Electrical Trade Theory

Third Trimester N3:

- Mathematics
- Engineering Science
- Engineering Drawing
- Mechanotechnology



ELECTRICAL ENGINEERING – HEAVY CURRENT (N4/N5/N6)

First Trimester N4:

- Mathematics
- Industrial Electronics
- Engineering Science / Physics
- Electrotechnics
- Digital Electronics
- Fault Finding
- Supervisory Management

Second Trimester N5:

- Mathematics
- Engineering Science
- Building Drawing
- Building & Civil Technology

ELECTRICAL ENGINEERING LIGHT CURRENT (N4,N5,N6)

First Trimester N4:

- Mathematics
- Industrial Electronics
- Logic Systems
- Digital Electronics
- Communications Electronics
- Computer Principles
- Industrial Instruments
- Supervisory Management

Second Trimester N5:

- Mathematics
- Industrial Electronics
- Logic Systems
- Digital Electronics
- Communications Electronics
- Computer Principles
- Industrial Instruments
- Supervisory Management

Third Trimester N6:

- Mathematics
- Industrial Electronics
- Logic Systems

MECHANICAL ENGINEERING (N4/N5/N6)

First Trimester N4:

- Mathematics
- Engineering Science / Physics
- Mechanotechnics
- Mechanical Draughting
- Supervisory Management

Second Trimester N5:

- Mathematics
- Engineering Science / Physics
- Mechanotechnics

- Mathematics
- Industrial Electronics
- Engineering Science / Physics
- Electrotechnics
- Digital Electronics
- Fault Finding
- Supervisory Management

Third Trimester N6:

- Mathematics
- Industrial Electronics
- Engineering Science / Physics
- Electrotechnics
- Digital Electronics
- Fault Finding
- Supervisory Management

CIVIL ENGINEERING (N4/N5/N6)

First Trimester N4:

- Building Administration
- Quality Surveying
- Building & Structural Construction
- Building & Structural Surveying
- Supervisory Management

Second Trimester N5:

- Building Administration
- Quantity Surveying
- Building & Structural Construction
- Building & Structural Surveying
- Supervisory Management

Third Trimester N6:

- Building Administration
- Quantity Surveying
- Building & Structural Surveying
- Building & Structural Construction
- Supervisory Management

NATIONAL CERTIFICATE IN ENGINEERING STUDIES N3 Optional Subjects

- Supervision in Industry
- Industrial Orientation
- Industrial Organization & Planning

➤ Mechanical Drawing & Design
➤ Supervisory Management
➤ Power Machines
➤ Strength of Materials & Structures
➤ Fluid Mechanics
Third Trimester N6:
➤ Mathematics
➤ Engineering Science / Physics
➤ Mechanotechnics
➤ Mechanical Drawing & Design
➤ Supervisory Management
➤ Power Machines
➤ Strength of Materials & Structures
➤ Fluid Mechanics
➤ Control Systems

Terms

- 1st = 15 January – 15 April
- 2nd = 2 May – 1 August
- 3rd = 1 September – 15 December

Minimum Study time for each Level is 3 months.

Trade Testing

- Electrical after completing N2, other Engineering Studies after N3
- If you complete N2 or N3, you will qualify for Trade Testing
- Engineering exams are in April, July & November.

FET Exam number: 899998872



2014 FEE STRUCTURE FOR ENGINEERING COURSES		
REGISTRATION FEE IS R350 AND IT IS NON-REFUNDABLE		
Level	Fee per subject for the Semester	
N1- N3	R1300	(including postage fees+ exam fees+ study material)
N4 – N6	R1500	(including postage fees+ exam fees+ study material)

- Note:**
- (a) Registration forms can be downloaded from www.taalct.co.za or collected from any campus i.e. JHB or Kempton park. Registration forms can be returned via email, Post, Fax or Delivered to any campus.
 - (b) Upon completion of registration, proof of registration with student number will be emailed to student.
 - (c) Study material will be dispatched in a week after registration.
 - (d) Written assignments to be forwarded to marking@taalct.co.za

(e) **Student support.** Any queries and assistance concerning subject areas, should be directed to distancelearning@taalct.co.za

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NELSPRUIT BRANCH

Plaston Academy

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The Oasis College (Kabokweni)

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