


| | | | | |
|---|--|--|---------------------------|--------------|
|  | SCHOOL OF PUBLIC SAFETY STUDIES | | Page 1 of 3 | |
| | | | Approved By: B van Rooyen | |
| | Department : Academics | | Date Released | 25 July 2014 |
| | Revision | | 02 | |

| PROGRAMME TITLE | SAQA ID | NQF | CREDITS |
|---|---------|---------|---------|
| HIGHER CERTIFICATE IN INCIDENT MANAGEMENT | 91802 | LEVEL 5 | 120 |

DESCRIPTION

This programme is designed to provide learners with necessary skills and knowledge to effectively manage incidents within the private and public sectors. A person acquiring this qualification will obtain the necessary competence to manage and support a team, coordinate activities at the scene of an incident, improve service delivery, make informed decisions, develop action plans for incident management, implement best practice policies and procedures as well as to communicate effectively.

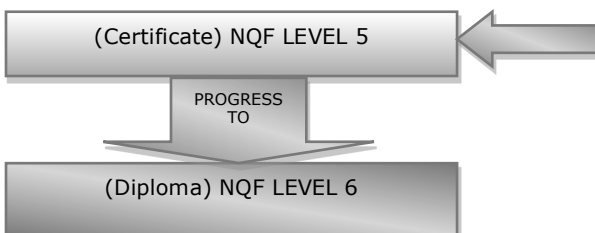
A comprehensive and interrelated understanding of current and relevant policing theories and practices prevalent in law enforcement and crime prevention. From a law enforcement perspective, criminal justice is a demanding career, requiring exceptional skills and knowledge. This programme is directed at a broad range of law enforcement agencies that form part of the criminal justice system in South Africa. Law enforcement agencies that will benefit from this program include the private security industry, correctional institutions and other fields of policing. Learners will be afforded the opportunity to improve their knowledge within the criminal justice environment.


CAREER FIELDS

Learners could pursue a career at:

- Public law enforcement agencies
- Metropolitan police departments
- Safety and security
- Military police
- Private security institutions
- Disaster Management Services
- Emergency medical services
- Vehicle recovery services, etc.

| SUBJECTS | NQF LEVEL | CREDITS |
|--------------------------------|----------------------|------------|
| Business Communication | 5 | 20 |
| Disaster Management 1 | 5 | 20 |
| Incident Management | 5 | 20 |
| Occupational Health & Safety 1 | 5 | 20 |
| Electives: (select two) | | |
| • Financial Management 1 | 5 | 20 |
| • General Management | 5 | 20 |
| • Introduction to Mathematics | 5 | 20 |
| | TOTAL CREDITS | 120 |

ARTICULATION

| | | | | |
|---|--|--------------|---------------------------|--|
|  | SCHOOL OF PUBLIC SAFETY STUDIES | | Page 2 of 3 | |
| | | | Approved By: B van Rooyen | |
| | Department : Academics | | | |
| | Date Released | 25 July 2014 | | |
| | Revision | 02 | | |

| PROGRAMME TITLE | SAQA ID | NQF | CREDITS |
|---|---------|---------|---------|
| HIGHER CERTIFICATE IN INCIDENT MANAGEMENT | 91802 | LEVEL 5 | 120 |

TYPE OF PROGRAMME

- Part Time
- This is an accredited higher education programme registered with SAQA.

DURATION

Minimum – 1 year of study (part-time)
Maximum – 2 years of study (part-time)

ADMISSION REQUIREMENTS

The minimum entry requirement is the National Senior Certificate OR equivalent.

CREDIT ACCUMULATION TRANSFER (CAT)

Recognition of Prior Learning (RPL) processes and Credit Accumulation and Transfer (CAT) and/or articulation are all closely related to assessment practices, and together these three provide the mechanisms for giving effect to the desired movement of individuals within and between non-completed qualifications on the HEQSF as envisaged in the NQF Act 67 of 2008.

Enquire at your nearest Lyceum campus for more information regarding the awarding of subject credits (Credit Accumulation and Transfer - CAT) towards Lyceum Qualifications.

LEARNER MATERIAL

Study material are supplied in a choice of formats (digital only or a combination of printed and digital format.) Prescribed textbooks are excluded and must be procured by the student. (Terms and Conditions apply)

PRICING

Enquire at your nearest Lyceum campus for a current programme pricelist.

ADDITIONAL COSTS (Examinations)


- You have two **examination opportunities** within your contract period.
- **No examination fees** are applicable for the **first time** you write any subject within your contract period.
- Examination fees are payable if you write any subject **for the second time**, i.e. if you have failed your first attempt within the contract period.
- Students who enrol for any study year have two examination opportunities. Students can select to write any number of subjects during the first or second examination opportunity. **If you elect to write the exam during the first opportunity** and fail, you may re-write (as a supplementary) at the second opportunity upon payment of the prescribed supplementary examination fee. **If you elect to write the examination at the second opportunity** but fail, you may write the examination during the first chance of the next cycle **ONLY**, upon payment of the supplementary examination fee. If you again fail, having exhausted the above opportunities, you **MUST** re-register for the subject before a further examination may be attempted.

ASSESSMENT

Assessments consist of **one assignment (formative assessment) and a final examination (summative assessment) for each subject**. If you fail to submit the compulsory assignment in time you can request permission to submit a penalty assignment at a fee. If you did not submit an assignment you cannot register for examinations. Make sure you submit the compulsory assignment within the prescribed time because it does not cost you anything.

Your final mark for each subject will be calculated as follows:-

- Assignment contributes 20% towards the final mark
- Examination contributes 80% towards the final mark

| | | | | |
|---|--|--|---------------------------|--------------|
|  | SCHOOL OF PUBLIC SAFETY STUDIES | | Page 3 of 3 | |
| | | | Approved By: B van Rooyen | |
| | Department : Academics | | Date Released | 25 July 2014 |
| | Revision | | 02 | |

| PROGRAMME TITLE | SAQA ID | NQF | CREDITS |
|---|---------|---------|---------|
| HIGHER CERTIFICATE IN INCIDENT MANAGEMENT | 91802 | LEVEL 5 | 120 |

A student who submitted an assignment for a specific subject, and fails that subject, does not have to re-submit a further assignment prior to writing the "supplementary" examination. The assignment mark is automatically carried over. However, if the assignment mark is low, and the student wishes to re-do the assignment, he/ she may apply to the examinations section for a copy of the new assignment (at the prescribed fee) and may then re-submit the assignment on or before the new due date.

CERTIFICATION

Upon successful completion of your programme, you will receive an academic record and your qualification will be posted to you or issued at the annual graduation ceremony, provided that your account is in order.

FURTHER STUDIES

Please enquire at the nearest Lyceum campus for the prospectus containing post-certificate studies.

IMPORTANT INFORMATION

Please refer to your student calendar for more information.

DISCLAIMER

The information contained in this fact sheet is accurate at the time of printing. However, factors beyond Lyceum's control (such as environmental, regulatory or technical changes) may cause the contents of this fact sheet or of the programme to change. In the event of any such change, Lyceum will formally notify current learners. All possible measures will be taken to minimise inconvenience to learners.

Name of learner: I....., hereby acknowledge that I understand the information stated in this document and fully comprehend the specifics explained above pertaining to this qualification.

Signature of learner:.....

Name of legal guardian:..... Signature:

(if applicable)
* Please note the original signed copy should be kept on the learner record file.

Name of sales consultant: Signature:

Date: