

# S.A. MARITIME SCHOOL & TRANSPORT COLLEGE

## Cape Town



Kzn Physical address: 6 Timeball Boulevard, Signal Road, The Point, Durban

Jhb Physical address: 6<sup>th</sup> Floor Samro Hse, 20 De Korte Street, Braamfontein, Johannesburg

Kzn Tel: 031 3377889 Jhb Tel: 011 4031882 Kzn Fax: 031 3370556 Jhb Fax: 011 4031847

Kzn Campus 2 Physical address: 96-98 Mahatma Gandhi Road, Point, Durban, Tel: 031 3320144

Cpt: 31 Victoria Road, Woodstock, Cpt Tel: 021 4474445 Cpt Fax: 021 4474469

Website: [www.samaritime.co.za](http://www.samaritime.co.za)

## Programme Fact Sheet for Skills Programme in Freight Handling: Part Time

Duration: 11 months	NQF Level: 03	SAQA I.D.: 57831
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### **Overview of course:**

The safe handling of freight is dependent upon the applicable people complying with the relevant procedures and applying the necessary skills to their handling. This Qualification, therefore, is aimed at providing learners in the Freight sector with:

- An integrated practical and theoretical grounding in Freight Handling.
- The ability to work more effectively with others.
- The skills necessary to maintain and enhance the level and quality of service expected by customers.
- An awareness and understanding of key business principles that lead to transformation, transferability, economic growth and social development in the freight handling industry.

Learners completing this programme will be specifically trained in the Warehousing and Distribution Sector.

Learners completing the programme part time can register on the separate skills programme in Operate a Counterbalanced Lift Truck. A medical test, eye test as well as PPE form part of the compulsory requirements for this skills programme.

### **Admission criteria:**

- Grade 12 pass

**Certification Criteria:** All unit standards must be completed successfully in order to achieve a Skills Certificate. Failure to do so, will result in a statement of results only.

Note: SAMS reserves the right to recommend learners onto a learning path after initial assessment interview. SAMS will consider the learners who have gained work experience within the maritime industry.

### **Course commences:**

10<sup>th</sup> March 2018 (Saturdays only)

### **Enrolment criteria:**

Learners wishing to enrol with SAMS would require the following:

- Completed enrolment form signed (Guarantor to sign and initial all pages)
- 2 Certified copies of the learners I.D. (in colour)
- 2 I.D. photos of the learner (in colour)
- 1 Certified copy of I.D.(Parent/Guardian)
- 1 Copy of a Municipality bill (parent/guardian)
- 2 Certified copies of Matric certificate (in colour)
- Proof of debit order in respect of fees & proof of deposit paid



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### Subject matter:

Core	I.D.	Unit standard title	Level	Credits
Elective	117668	Demonstrate an understanding of local and international trade	NQF 04	15
Core	242875	Describe basic freight logistic principles	NQF 03	6
Core	8016	Maintaining occupational health, safety and general housekeeping	NQF 03	8
Core	8021	Taking basic care of freight handling machinery	NQF 03	2
Core	8035	Processing and controlling documentation	NQF 04	4
Elective	8022	Allocating freight for packaging and grouping	NQF 03	6
Elective	8025	Controlling and locating stock	NQF 03	8
Elective	8036	Packing, handling and securing freight	NQF 04	8
Elective	8024	Receiving and dispatching freight as well as handling freight returns	NQF 03	5
<b>Total Cr</b>				<b>62</b>

### 2018 Fee structure:

#### SAQA I.D.: 57831 Freight Handling

Course fee:	R28 600
<b>Payment structure</b>	
Deposit on registration:	R8 600
10 monthly instalments (paid by debit order):	R2 000
First instalment due on the 1 <sup>st</sup> March 2018	
Upfront cash payment (prior to course commencement):	R26 400

S.A. Maritime School bank account details:

SA Maritime School Fees:  
 First National Bank  
 Account no: 62046985787  
 Branch code: 221426  
 Reference: Learner Number

Cheque payments: Payable to SA Maritime School

Note: SAMS does not accept any cash but rather, a debit order authorization is required for fees.



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Website: [www.samaritime.co.za](http://www.samaritime.co.za)

## Programme Fact Sheet for Skills Certificate Freight Handling: Part Time

Duration: 8 months	NQF Level: 03	SAQA I.D.: 57831
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### **Overview of course:**

The safe handling of freight is dependent upon the applicable people complying with the relevant procedures and applying the necessary skills to their handling. This Qualification, therefore, is aimed at providing learners in the Freight sector with:

- An integrated practical and theoretical grounding in Freight Handling.
- The ability to work more effectively with others.
- The skills necessary to maintain and enhance the level and quality of service expected by customers.
- An awareness and understanding of key business principles that lead to transformation, transferability, economic growth and social development in the freight handling industry.

Learners completing this programme will be specifically trained in the Warehousing and Distribution Sector.

Learners completing the programme part time can register on the separate skills programme in Operate a Counterbalanced Lift Truck. A medical test, eye test as well as PPE form part of the compulsory requirements for this skills programme.

### **Admission criteria:**

- Grade 12 pass

**Certification Criteria:** All unit standards must be completed successfully in order to achieve a Skills Certificate. Failure to do so, will result in a statement of results only.

Note: SAMS reserves the right to recommend learners onto a learning path after initial assessment interview. SAMS will consider the learners who have gained work experience within the maritime industry.

### **Course commences:**

5<sup>th</sup> May 2018 (Saturdays only)

### **Enrolment criteria:**

Learners wishing to enrol with SAMS would require the following:

- Completed enrolment form signed (Guarantor to sign and initial all pages)
- 2 Certified copies of the learners I.D. (in colour)
- 2 I.D. photos of the learner (in colour)
- 1 Certified copy of I.D.(parent/guardian)
- 1 Copy of a Municipality bill (parent/guardian)
- 2 Certified copies of Matric certificate (in colour)
- Proof of debit order in respect of fees



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 Website: [www.samaritime.co.za](http://www.samaritime.co.za)

### Subject matter:

Core	I.D.	Unit standard title	Level	Credits
Core	242875	Describe basic freight logistic principles	NQF 03	6
Core	8016	Maintaining occupational health, safety and general housekeeping	NQF 03	8
Core	8021	Taking basic care of freight handling machinery	NQF 03	2
Core	8035	Processing and controlling documentation	NQF 04	4
Elective	8022	Allocating freight for packaging and grouping	NQF 03	6
Elective	8025	Controlling and locating stock	NQF 03	8
Elective	8036	Packing, handling and securing freight		8
Elective	8024	Receiving and dispatching freight as well as handling freight returns	NQF 03	5
Total Cr				<b>47</b>

### 2018 Fee structure:

#### **SAQA I.D.: 57831 Freight Handling**

Course fee:	R19 470
<b>Payment structure</b>	
Deposit on registration:	R5 870
8 monthly instalments (paid by debit order):	R1 700
First instalment due on the 1 <sup>st</sup> May 2018	
Upfront cash payment (prior to course commencement):	R18 000

S.A. Maritime School bank account details:

SA Maritime School Fees:  
 First National Bank  
 Account no: 62046985787  
 Branch code: 221426  
 Reference: Learner Number

Cheque payments: Payable to SA Maritime School

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Website: [www.samaritime.co.za](http://www.samaritime.co.za)

## Programme Fact Sheet for Skills Certificate in Shipping

### Practice: Part Time

Duration: 11 months	NQF Level: 04	SAQA I.D.: 49155
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#### **Overview of course:**

The purpose of this qualification is to build a foundation of competence in the field of the Ships Agency. It has been designed in order that it reflects the workplace-based needs of a Ships Agency as expressed by its stakeholders.

#### **Admission criteria:**

- Grade 12 pass

**Certification Criteria:** All unit standards must be completed successfully in order to achieve a Skills Certificate. Failure to do so, will result in a statement of results only.

Note: SAMS reserves the right to recommend learners onto a learning path after an initial assessment interview. SAMS will consider the learners who have gained prior work experience within the maritime industry.

#### **Course commences:**

10<sup>th</sup> March 2018 (Saturdays only)

#### **Enrolment criteria:**

Learners wishing to enrol with SAMS would require the following:

- Completed enrolment form signed (Guarantor to sign and initial all pages)
- 2 Certified copies of the learners I.D. (in colour)
- 2 I.D. photos of the learner (in colour)
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 Website: [www.samaritime.co.za](http://www.samaritime.co.za)

### Subject matter:

	I.D.	Unit standard title	Level	Credits
Core	117668	Demonstrate an understanding of local and international trade	NQF 04	15
Core	117685	Apply maritime geography	NQF 04	4
Core	117667	Demonstrate the basic legal principals applied to shipping	NQF 04	8
Core	117655	Know and understand the marine insurance	NQF 04	8
Core	117638	Understand the basics of ship design and cargo operations	NQF 04	10
Elective	117650	Know and understand the basics of maritime liner trade	NQF 04	12
Total Credits				57

### 2018 Fee structure:

#### **SAQA I.D: 49155 Shipping Practice**

Course fee:	R29 800
<b>Payment structure</b>	
Deposit on registration:	R7 800
10 monthly instalments (paid by debit order):	R2 200
First instalment due on the 1 <sup>st</sup> March 2018	
Upfront cash payment (prior to course commencement):	R27 500

S.A. Maritime School bank account details:

SA Maritime School Fees:  
 First National Bank  
 Account no: 62046985787  
 Branch code: 221426  
 Reference: Learner Number

Cheque payments: Payable to SA Maritime School

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Website: [www.samaritime.co.za](http://www.samaritime.co.za)

## Programme Fact Sheet for Skills Certificate in Shipping

### Practice: Part Time

Duration: 8 months	NQF Level: 04	SAQA I.D.: 49155
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#### **Overview of course:**

The purpose of this qualification is to build a foundation of competence in the field of the Ships Agency.. It has been designed in order that it reflects the workplace-based needs of a Ships Agency as expressed by its stakeholders.

#### **Admission criteria:**

- Grade 12 pass
- Complete a bridging course in International Trade. (SAQA 117668)

**Certification Criteria:** All unit standards must be completed successfully in order to achieve a Skills Certificate. Failure to do so, will result in a statement of results only.

Note: SAMS reserves the right to recommend learners onto a learning path after an initial assessment interview. SAMS will consider the learners who have gained prior work experience within the maritime industry.

#### **Course commences:**

5<sup>th</sup> May 2018 (Saturdays only)

#### **Enrolment criteria:**

Learners wishing to enrol with SAMS would require the following:

- Completed enrolment form signed (Guarantor to sign and initial all pages)
- 2 Certified copies of the learners I.D. (in colour)
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 Website: [www.samaritime.co.za](http://www.samaritime.co.za)

### Subject matter:

	SAQA I.D	Unit standard title	Level	Credits
Core	117685	Apply maritime geography	NQF 04	4
Core	117667	Demonstrate the basic legal principals applied to shipping	NQF 04	8
Core	117655	Know and understand the marine insurance	NQF 04	8
Core	117638	Understand the basics of ship design and cargo operations	NQF 04	10
Elective	117650	Know and understand the basics of maritime liner trade	NQF 04	12
Total Credits				42

### 2018 Fee structure:

#### **SAQA I.D: 49155 Shipping Practice**

Course fee:	R20 200
<b>Payment structure</b>	
Deposit on registration:	R5 600
8 monthly instalments (paid by debit order):	R1 825
First instalment due 1 <sup>st</sup> May 2018	
Upfront cash payment (prior to course commencement):	R18 600

S.A. Maritime School bank account details:

SA Maritime School Fees:  
 First National Bank  
 Account no: 62046985787  
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Cheque payments: Payable to SA Maritime School

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Website: [www.samaritime.co.za](http://www.samaritime.co.za)

## Programme Fact Sheet for Skills Certificate in Freight Forwarding & Customs Compliance: Part Time

Duration: 12 months

NQF Level: 03

SAQA I.D.: 59365

### **Overview of course:**

This qualification is to provide learners with the conceptual framework and the skills necessary to perform routine functions within the Custom Compliance & Freight Forwarding environment allowing the learner to operate cross functionally within the International logistics industry.

Learners who successfully complete this qualification will be able to:

- Apply the competencies of numeracy and literacy to everyday work related situations.
- Adhere to the required processes and procedures related to the import and export of internationally traded goods.
- Use geographic and logistics concepts to carry out routine imports and exports policies and procedures.

### **Admission criteria:**

- Successful completion of either a full time /part time qualification Certificate in International Trade NQF 02 or Freight Handling NQF 03.
- Grades 12 pass

### **Certification Criteria:**

All unit standards must be completed successfully in order to achieve a Skills Certificate. Failure to do so, will result in a statement of results only.

Note: SAMS reserves the right to recommend learners onto a learning path through an initial assessment interview. SAMS will consider learners whom have gained prior working experience within the maritime industry.

### **Course commences:**

10<sup>th</sup> March 2018 (Saturdays only)

### **Enrolment criteria:**

Learners wishing to enrol with SAMS would require the following:

- Completed enrolment form signed (Guarantor to sign and initial all pages)
- 2 Certified copies of the learners I.D. (in colour)
- 2 I.D. photos of the learner (in colour)
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 Website: [www.samaritime.co.za](http://www.samaritime.co.za)

### **Subject matter:**

	I.D.	Unit standard title	Level	Credits
Core	117668	Demonstrate an understanding of local and international trade	NQF 04	15
Core	252437	Incoterms	NQF 03	3
Elective	252414	Calculate customs values	NQF 03	7
Elective	252421	Calculate duties on tax payable on internationally traded goods	NQF 03	4
Elective	252434	Classify commodities according to customs tariff	NQF 03	8
Elective	252425	Frame and submit customs declarations and carrier release documentation	NQF 03	8
Total Credits				45

### **2018 Fee structure:**

#### **SAQA I.D.: 59365 Freight Forwarding & Customs Compliance**

Course fee:	R32 560
<b>Payment structure</b>	
Deposit on registration:	R8 560
10 monthly instalments (paid by debit order):	R2 400
First instalment due 1 <sup>st</sup> March 2018	
Upfront cash payment (prior to course commencement):	R29 900

S.A. Maritime School bank account details:

SA Maritime School Fees:  
 First National Bank  
 Account no: 62046985787  
 Branch code: 221426  
 Reference: Learner Number

Cheque payments: Payable to SA Maritime School

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Website: [www.samaritime.co.za](http://www.samaritime.co.za)

## Programme Fact Sheet for Skills Certificate in Freight Forwarding & Customs Compliance: Part Time

Duration: 8 months	NQF Level: 03	SAQA I.D.: 59365
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### **Overview of course:**

This qualification is to provide learners with the conceptual framework and the skills necessary to perform routine functions within the Freight Forwarding and Customs Compliance environment allowing the learner to operate cross functionally within the International Logistics Industry.

Learners who successfully complete this qualification will be able to:

- Apply the competencies of numeracy and literacy to everyday work related situations.
- Adhere to the required processes and procedures related to the import and export of internationally traded goods.
- Use geographic and logistics concepts to carry out routine imports and exports policies and procedures.

### **Admission criteria:**

- Grades 12 pass
- Successful completion of either full/part time qualification in Certificate in International Trade NQF 02 or Freight Handling NQF 03 Full Time.

**Certification Criteria:** All unit standards must be completed successfully in order to achieve a Skills Certificate. Failure to do so, will result in a statement of results only.

Note: SAMS reserves the right to recommend learners onto a learning path through an initial assessment interview. SAMS will consider learners whom have gained prior working experience within the maritime industry.

### **Course commences:**

5<sup>th</sup> May 2018 (Saturdays only)

### **Enrolment criteria:**

Learners wishing to enrol with SAMS would require the following:

- Completed enrolment form signed (Guarantor to sign and initial all pages)
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- 2 I.D. photos of the learner(in colour)
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### **Subject matter:**

	SAQA I.D.	Unit standard title	Level	Credits
Core	252437	Incoterms	NQF 03	3
Elective	252414	Calculate customs values	NQF 03	7
Elective	252421	Calculate duties on tax payable on internationally traded goods	NQF 03	4
Elective	252434	Classify commodities according to customs tariff	NQF 03	8
Elective	252425	Frame and submit customs declarations and carrier release documentation	NQF 03	8
Total Cr				30

### **2018 Fee structure:**

#### **SAQA I.D.: 59365 Freight Forwarding & Customs Compliance**

Course fee:	R21 340
<b>Payment structure</b>	
Deposit on registration:	R6 940
8 monthly instalments (paid by debit order):	R1 800
First instalment due on the 1 <sup>st</sup> May 2018	
Upfront cash payment (prior to course commencement):	R19 700

### S.A. Maritime School bank account details:

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First National Bank  
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Branch code: 221426  
Reference: Learner Number

Cheque payments: Payable to SA Maritime School

Note: SAMS does not accept any cash but rather, a debit order authorization is required for fees.



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Website: [www.samaritime.co.za](http://www.samaritime.co.za)

## Programme Fact Sheet for Diploma in Freight Logistics:NQF

### 05 Part Time

Duration: 24 months	NQF Level: 05	SAQA I.D: 58473
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#### **Overview of course:**

This qualification will provide learners with access to employment opportunities within the Freight Handling Logistics environment. Learners will be able to take responsibility for the planning, handling, storage and transportation of goods nationally as well as internationally. The benefit for organisations and the community lays in the optimization of their freight logistical processes.

This qualification seeks to establish fundamental knowledge and skills in Freight Handling Logistics and to provide the necessary competencies for people who are new to the field as well as to other people who may be experienced in freight logistics. Learners completing this qualification will be able to work as managers within the Freight Handling Logistics environment.

#### **Admission criteria:**

- A learner applying to enrol on this course is required to have attained a minimum of five years working experience within the maritime industry. Learners will be required to supply SAMS with a copy of their employment contract or a letter from their company to verify the duration as well as scope of employment.

Note: SAMS reserves the right to recommend learners onto a learning path through an initial assessment interview. It would be preferable that the learner has obtained a qualification in Freight Handling, Shipping Practice or Freight Forwarding and Customs Compliance. SAMS reserves the right to increase the duration of the programme if required to ensure notional learning hours are achieved. An interview with the CEO/Campus Principal or Facilitator Liaison Officer will be conducted prior to registration and forms part of the enrolment criteria.

#### **Course commences:**

5<sup>th</sup> May 2018 (Saturdays only)

#### **Certification Criteria:**

All unit standards must be completed successfully in order to achieve a full certificate

Learners wishing to enrol with SAMS would require the following:

- Completed enrolment form signed (Guarantor to sign and initial all pages)
- 2 Certified copies of the learners I.D. (in colour)
- 2 I.D. photos of the learner (in colour)
- 1 Copy of a Municipality bill (parent/guardian)
- 1 Certified copy of I.D. (Parent/Guardian)
- 2 Certified copies of Matric certificate (in colour)
- Proof of debit order in respect of fees & proof of deposit paid



# S.A. MARITIME SCHOOL & TRANSPORT COLLEGE

## Cape Town



Kzn Physical address: 6 Timeball Boulevard, Signal Road, The Point, Durban  
 Jhb Physical address: 6<sup>th</sup> Floor Samro Hse, 20 De Korte Street, Braamfontein, Johannesburg  
 Kzn Tel: 031 3377889 Jhb Tel: 011 4031882 Kzn Fax: 031 3370556 Jhb Fax: 011 4031847  
 Kzn Campus 2 Physical address: 96-98 Mahatma Gandhi Road, Point, Durban, Tel: 031 3320144  
 Cpt: 31 Victoria Road, Woodstock, Cpt Tel: 021 4474445 Cpt Fax: 021 4474469  
 Website: [www.samaritime.co.za](http://www.samaritime.co.za)

### Subject matter:

	ID	UNIT STANDARD TITLE	CREDITS
Core	242668	Demonstrate knowledge and application of the Occupational Health and Safety Act, 85 of 1993 (OHSA) (as amended) and the responsibilities of management in terms of the Act	4
Core	8019	Schedule transport	18
Core	115395	Apply and explain the generic business process and value chain model	12
Core	15137	Apply contract documentation	10
Core	15236	Apply financial analysis	4
Core	244025	Apply fundamental concepts and principles of supply chain management	20
Core	15231	Create and use a range of resources to effectively manage teams, sections, departments or divisions	4
Core	123190	Design and implement a risk management control system	6
Core	244027	Develop a logistics plan	16
Core	15219	Develop and implement a strategy and action plans for a team, department or division	4
Core	15238	Devise and apply strategies to establish and maintain relationships	6
Core	114050	Explain the principles of business and the role of information technology	4
Core	15233	Harness diversity and build on strengths of a diverse working environment	6
Core	15215	Identify and interpret Best Practice guidelines, and plan for and implement Best Practice within the team, department or division	4
Core	15225	Identify and interpret related legislation and its impact on the team, department or division and ensure compliance	4
Core	15226	Implement systems to meet the flow of information in a team, department or division	3
Core	11286	Institute disciplinary action	8
Core	244032	Manage freight care	16
Core	244030	Manage freight location and control	20
Core	119857	Plan and implement Quality Management Systems in corporate and project context	8
Core	244026	Plan, select and implement resources in a freight handling environment	12
Core	15220	Set, monitor and measure the achievement of goals and objectives for a team, department or division within an organisation	4
Core	118023	Demonstrate an understanding of the international trade environment	12
Fundamental	10622	Conduct communication within a business environment	8
Fundamental	12891	Apply concepts and principles of business ethics in the professional environment	5
Elective	114878	Identify and measure the factors that influence productivity	10
Elective	117638	Understand the basics of Ships Design and Cargo operations	10
Elective	117650	Know and understand the basics of maritime liner trades	12





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Total Credits		250
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Should a learner have attained prior competency on US 117650/117638 credits will be awarded accordingly please enquire with our marketing dept for more information.

### **2018 Fee structure:**

#### **SAQA I.D.: 58473 National Diploma in Freight Handling Logistics**

Course fee:	R55 000
<b>Payment structure</b>	
Deposit on registration:	R9 000
23 monthly instalments (paid by debit order)	R2 000
First instalment due 1 <sup>st</sup> May 2018	
Upfront cash payment (prior to course commencement):	R51 000

S.A. Maritime School bank account details:

SA Maritime School Fees:  
First National Bank  
Account no: 62046985787  
Branch code: 221426  
Reference: Learner Number

Cheque payments: Payable to SA Maritime School

Note: SAMS does not accept any cash but rather, a debit order authorization is required for fees.

