

S.A. MARITIME SCHOOL & TRANSPORT COLLEGE



Kwa Zulu Natal

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

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

Kzn Tel: 031 3377889 Jhb Tel: [011 4031882](tel:0114031882) 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

Programme Fact Sheet for Certificate in International Trade: Full Time

Duration: 12 months	NQF Level: 02	SAQA I.D.: 59326
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Overview of course:

The Certificate in International Trade programme is the start of a career path in international trade. The skills, values, attitudes and knowledge reflected in the programme are building blocks that will prepare learners for progression along the industry's learning ladder of registered qualification.

It will give learners the opportunity to apply knowledge gained about the industry to real situations in the workplace. The completion of this programme should add status of the worker and serve as an encouragement to embark further within the industry. This qualification also provides the basis for further development of learner into specialist area within the international logistics and supply chain field.

The intention of this programme is to support the National Qualifications Framework in the following ways:

- The Certificate in International Trade programme provides progression from the NQF 02 qualification to the NQF 03 qualification.
- This programme contributes to the full personal development of each learner by the inclusion of the specified unit standards in the fundamental and core components.

Admission criteria:

- Grade 12 pass

Certification Criteria: All unit standards must be completed successfully to gain full qualification and be awarded full 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.

Course commences:

5th March 2018

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:

	I.D.	Unit Standard Title	Level	Credits
Core	116932	Operate a personal computer system	Level 01	3
Core	113924	Apply basic business ethics in a work environment	Level 02	2
Core	252373	Apply basic concepts of cargo care	Level 02	7
Core	252375	Apply knowledge of basic geographical principles	Level 02	7
Core	114974	Apply the basic skills of customer service	Level 02	2
Core	252386	Carry out routine freight forwarding processes and procedures	Level 02	12
Core	252383	Demonstrate an understanding of marine insurance concepts	Level 02	6
Core	252374	Demonstrate an understanding of security and confidentiality awareness procedures	Level 02	3
Core	252372	Demonstrate an understanding of the concepts underlying importing and exporting	Level 02	9
Core	252385	Explain special requirements for documenting and transporting dangerous goods	level 02	5
Core	252380	Explain transport principles used in international trade	Level 02	7
Core	119668	Manage business operations	Level 02	8
Core	116945	Use electronic mail to send and receive messages	Level 02	2
Core	13918	Manage time and the work process in a business environment	Level 03	4
Fundamental	119463	Access and use information from texts	Level 02	5
Fundamental	9009	Apply basic knowledge of statistics and probability to influence the use of data and procedures in order to investigate life related problems	Level 02	3
Fundamental	7480	Demonstrate understanding of rational and irrational numbers and number systems	Level 02	3
Fundamental	9008	Identify, describe, compare, classify, explore shape and motion in 2-and 3-dimensional shapes in different contexts	Level 02	3
Fundamental	119454	Maintain and adapt oral/signed communication	Level 02	5
Fundamental	119460	Use language and communication in occupational learning programmes	Level 02	5



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	I.D.	Unit Standard Title	Level	Credits
Fundamental	7469	Use mathematics to investigate and monitor financial aspects of personal and community life	Level 02	2
Fundamental	<u>9007</u>	Work with a range of patterns and functions and solve problems	Level 02	5
Fundamental	<u>119456</u>	Write/present for a defined context	Level 02	5
Elective	<u>116527</u>	Demonstrate knowledge pertaining to basic health and safety principles in and around a workplace	Level 01	2
Elective	252376	Handle perishable cargo	Level 01	6
Elective	123262	Load general freight	Level 02	6
Elective	8025	Controlling and locating stock	Level 3	8
Total Credits				135

2018 Fee structure:

SAQA I.D.: 59326 Certificate in International Trade

Course fee:	R35 000
Payment structure	
Deposit on registration:	R9 000
10 monthly instalments (paid by debit order):	R2 600
First instalment due 1 st March 2018	
Upfront cash payment (prior to course commencement):	R32 200

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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Programme Fact Sheet for Certificate in Freight Forwarding & Customs Compliance NQF 03

Full Time

Duration: 12 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 & Customs Compliance environment allowing the learner to operate cross functionally with 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 a Certificate in International Trade (NQF 02) or Freight Handling NQF 03
- For all communications/maths units, a certified copy of matric is essential. All units for comms/maths are grouped together under industry comms/maths in terms of timetabling.
- **Certification Criteria:** All unit standards must be completed successfully to gain full qualification and be awarded full 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.

Course commences:

1st March 2018

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

SAQA ID: 59365

	I.D.	UNIT STANDARD TITLE	LEVEL	CREDITS
Core	252435	Apply basic invoicing and accounting principles	NQF 03	6
Core	252417	Apply geographic principles in mapping trade route	NQF 03	5
Core	14182	Comply with organization ethics	NQF 03	4
Core	252416	Describe and apply the Customs and Excise Act	NQF 03	6
Core	252413	Describe and apply the regulations and documentary requirements which govern international trade	NQF 03	8
Core	252423	Explain the administration of a freight forwarding and clearing operations	NQF 03	5
Core	252429	Explain the concepts of international trade	NQF 03	6
Core	244589	Identify causes of stress and techniques to manage it in the workplace	NQF 03	2
Core	252415	Identify equipment and infrastructure used in international transport	NQF 03	5
Core	252437	Interpret and apply International commercial terms	NQF 03	3
Core	13936	Outline the legal environment of a selected industry	NQF 03	2
Core	252427	Outline the structure of the airfreight forwarding environment	NQF 03	4
Core	252424	Outline the structure of the surface freight forwarding environment	NQF 03	4
Core	7175	Provide customer service in a banking environment	NQF 03	3
Core	7782	Analyse a business and determine the way it functions	NQF 04	3
Fundamental	119472	Accommodate audience and context needs in oral/signed communication	NQF 03	5
Fundamental	9010	Demonstrate an understanding of the use of different number bases and measurement units and an awareness of error in the context of relevant calculations	NQF 03	2
Fundamental	9013	Describe, apply, analysis and calculate shape and motion in 2-and 3-dimension space in different contexts	NQF 03	4
Fundamental	9012	Use language and communication in occupational learning programmes Investigate life and work related problems using data and probabilities	NQF 03	5



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	I.D.	UNIT STANDARD TITLE	LEVEL	CREDITS
Fundamental	119457	Interpret and use information from texts	NQF 03	5
Fundamental	119467	Use language and communication in occupational learning programmes	NQF 03	5
Fundamental	7456	Use mathematics to investigate and monitor the financial aspects of personal, business and national issues	NQF 03	5
Fundamental	119465	Write/present/sign texts for a range of communicative contexts	NQF 03	5
Elective	252414	Calculate customs values	NQF 03	7
Elective	252421	Calculate duties on tax payable on internationally traded goods	NQF 03	5
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				130

2018 Fee structure:

Course fee:	R46 000
Payment structure	
Deposit on registration:	R8 600
10 monthly instalments (paid by debit order):	R3 740
First instalment due 1 st March 2018	
Upfront cash payment (prior to course commencement):	R42 300

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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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

Programme Fact Sheet for Certificate in Shipping Practice NQF 04 with (Customs Elective NQF 03) Full Time

Duration: 12 months 8 months (Sat only)	NQF Level: 04 NQF Level: 03	SAQA I.D.: 49155 SAQA I.D.: 59365
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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.

Learners enrolling have the option of majoring in Freight Forwarding and Customs Compliance. The selection for this additional skills programme is based on a final decision of SAMS. This programme provides learners with the conceptual framework and the skills necessary to perform routine functions within the Freight Forwarding and Customs Compliance environment. Learners who successfully complete both these programmes will be able to enter into a career in both fields, with the opportunity to improve customer needs as well as improve processes and service standard specifically for the Shipping and related Freight Forwarding environments.

Admission criteria:

- Successful completion of a Certificate in International Trade (NQF 02) as well as Certificate in Freight Handling (NQF 03) is required for admission.
- For all communications /maths units, a certified copy of matric is essential. All units for comms/maths are grouped together under industry comms/maths in terms of timetabling.

Certification Criteria: All unit standards must be completed successfully to gain full qualification and be awarded full 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.
- Learners enrolling onto this programme are required to attend Shipping Practice lectures Monday to Friday and the Freight Forwarding and Customs Compliance lectures every Saturday.

Course commences:

5th March 2018

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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SAQA ID: 49155

	I.D	UNIT STANDARD TITLE	LEVEL	CREDITS
Core	116940	Use a Graphical User Interface (GUI)-based spreadsheet application to solve a given problem	NQF 03	6
Core	116942	Use a GUI-based word processor to create merged documents	NQF 03	3
Core	117685	Apply Maritime Geography	NQF 04	4
Core	13941	Apply the budget function in a business unit	NQF 04	6
Core	117668	Demonstrate an understanding of the basics of local and international trade	NQF 04	15
Core	117667	Demonstrate the basic legal principles applied to shipping	NQF 04	8
Core	117156	Interpret basic financial statements	NQF 04	4
Core	117655	Know and understand the basics of marine insurance	NQF 04	8
Core	117638	Understand the basics of Ships Design and Cargo operations	NQF 04	10
Core	10135	Work as a project team member	NQF 04	8
Fundamental	8968	Accommodate audience and context needs in oral communication	NQF 03	5
Fundamental	8969	Interpret and use information from texts	NQF 03	5
Fundamental	8973	Use language and communication in occupational learning programmes	NQF 03	5
Fundamental	8970	Write texts for a range of communicative contexts	NQF 03	5
Fundamental	9015	Apply knowledge of statistics and probability to critically interrogate and effectively communicate findings on life related problems	NQF 04	6
Fundamental	8974	Engage in sustained oral communication and evaluate spoken texts	NQF 04	5
Fundamental	8977	Evaluate literary texts	NQF 04	5
Fundamental	8975	Read analyze and respond to a variety of texts	NQF 04	5
Fundamental	9016	Represent analyze and calculate shape and motion in 2- and 3-dimensional space in different contexts	NQF 04	4
	I.D	UNIT STANDARD TITLE	LEVEL	CREDITS



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Fundamental	7468	Use mathematics to investigate and monitor the financial aspects of personal, business, national and international issues	NQF 04	6
Fundamental	8976	Write for a wide range of contexts	NQF 04	5
Elective	8016	Maintaining occupational health, safety and general housekeeping	NQF 03	8
Elective	8035	Processing and controlling documentation	NQF 04	4
Elective	117650	Know and understand the basics of maritime liner trades	NQF04	12
Total Cr				152

SAQA I.D.: 59365 Freight Forwarding and Customs Compliance

	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:

Course fee:	R52 000
Payment structure	
Deposit on registration:	R10 000
10 monthly instalments (paid by debit order):	R4 200
First instalment due 1 st March 2018	
Upfront cash payment (prior to course commencement):	R48 000



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Website: www.samaritime.co.za

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

Programme Fact Sheet for Certificate in Freight Handling: Full Time

Duration: 12 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 full time must complete the compulsory 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:

- Successful completion of a Certificate in International Trade (NQF 02)
- For all communications/maths units, a certified copy of matric is essential. All units for comms/maths are grouped together under industry comms/maths in terms of timetabling.

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 work experience within the maritime industry.

Certificate Criteria: All unit standards must be completed successfully to gain full qualification and be awarded full certificate. Failure to do so, will result in a statement of results only.

Course commences:

5th March 2018

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 deposit and debit order in respect of fees



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 Website: www.samaritime.co.za

Subject matter:

Core	I.D.	Unit standard title	Level	Credits
Core	8000	Apply basic business principles	NQF 03	9
Core	13915	Demonstrate knowledge and understanding of HIV/AIDS in a workplace, and its effects on a business sub-sector, own organization and a specific workplace	NQF 03	4
Core	242875	Describe basic freight logistic principles	NQF 03	6
Core	8037	Ensuring customer satisfaction and competitive practice	NQF 03	2
Core	8016	Maintaining occupational health, safety and general housekeeping	NQF 03	8
Core	7996	Operating computer systems	NQF 03	8
Core	8021	Taking basic care of freight handling machinery	NQF 03	2
Core	110009	Manage administration records	NQF 04	4
Core	7997	Managing self-development	NQF 04	12
Core	8035	Processing and controlling documentation	NQF 04	4
Fundamental	119472	Accommodate audience and context needs in oral/signed communication	NQF 03	5
Fundamental	9010	Demonstrate an understanding of the use of different number bases and measurement units and an awareness of error in the context of relevant calculations	NQF 03	2
Fundamental	9013	Describe, apply, analyze and calculate shape and motion in 2-and 3-dimensional space in different contexts	NQF 03	4
Fundamental	119457	Interpret and use information from texts	NQF 03	5
Fundamental	9012	Investigate life and work related problems using data and probabilities	NQF 03	5
Fundamental	119467	Use language and communication in occupational learning programmes	NQF 03	5
Fundamental	7456	Use mathematics to investigate and monitor the financial aspects of personal, business and national issues	NQF 03	5
Fundamental	119465	Write/present/sign texts for a range of communicative contexts	NQF 03	5
Elective	8022	Allocating freight for packaging and grouping	NQF 03	6
Elective	8025	Controlling and locating stock	NQF 03	8
Elective	8024	Receiving and dispatching freight, and handling freight returns	NQF 03	5
Core	117668	Demonstrate and understanding of Local and International Trade	NQF 04	15
Elective	8036	Packing, handling and securing freight	NQF 04	8
Total Credits				137



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Compulsory Skills programme in 242974 – Operate counterbalanced lift truck				
Elective	242974	Operate counterbalanced lift truck	NQF 03	7

Learners who have completed [US 8025] prior to enrolment on the course will be granted the credits achieved.

The course fee does not include these unit standards in the costing.

2018 Fee structure:

SAQA I.D.: 57831 Freight Handling

Course fee:	R43 500
Payment structure	
Deposit on registration:	R8 500
10 monthly instalments (paid by debit order):	R3 500
First instalment due 1 st March 2018	
Upfront cash payment (prior to course commencement):	R40 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 or cheques. A debit order authorization is required for the fees.



S.A. MARITIME SCHOOL & TRANSPORT COLLEGE



Kwa Zulu Natal

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

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

Kzn Tel: 031 3377889 Jhb Tel: [011 4031882](tel:0114031882) 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

Programme Fact Sheet for Certificate in Shipping Practice: Full Time

Duration: 12 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
- Successful completion of Certificate in International Trade (NQF 02)
- Successful completion of Certificate in Freight Handling (NQF 03)/Freight forwarding and Customs Compliance

Certification Criteria: All unit standards must be completed successfully to gain full qualification and be awarded full 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 work experience within the maritime industry.

Course commences:

5th March 2018

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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Subject matter:

	SAQA ID	UNIT STANDARD TITLE	LEVEL	CREDITS
Core	116940	Use a Graphical User Interface (GUI)-based spreadsheet application to solve a given problem	NQF 03	6
Core	116942	Use a GUI-based word processor to create merged documents	NQF 03	3
Core	117685	Apply Maritime Geography	NQF 04	4
Core	13941	Apply the budget function in a business unit	NQF 04	6
Core	117668	Demonstrate an understanding of the basics of local and international trade	NQF 04	15
Core	117667	Demonstrate the basic legal principles applied to shipping	NQF 04	8
Core	117156	Interpret basic financial statements	NQF 04	4
Core	117655	Know and understand the basics of marine insurance	NQF 04	8
Core	117638	Understand the basics of Ships Design and Cargo operations	NQF 04	10
Core	10135	Work as a project team member	NQF 04	8
Fundamental	8968	Accommodate audience and context needs in oral communication	NQF 03	5
Fundamental	8969	Interpret and use information from texts	NQF 03	5
Fundamental	8973	Use language and communication in occupational learning programmes	NQF 03	5
Fundamental	8970	Write texts for a range of communicative contexts	NQF 03	5
Fundamental	9015	Apply knowledge of statistics and probability to critically interrogate and effectively communicate findings on life related problems	NQF 04	6
Fundamental	8974	Engage in sustained oral communication and evaluate spoken texts	NQF 04	5
Fundamental	8977	Evaluate literary texts	NQF 04	5
Fundamental	8975	Read analyze and respond to a variety of texts	NQF 04	5
Fundamental	9016	Represent analyze and calculate shape and motion in 2- and 3-dimensional space in different contexts	NQF 04	4



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Fundamental	7468	Use mathematics to investigate and monitor the financial aspects of personal, business, national and international issues	NQF 04	6
Fundamental	8976	Write for a wide range of contexts	NQF 04	5
Elective	8016	Maintaining occupational health, safety and general housekeeping	NQF 03	8
Elective	8035	Processing and controlling documentation	NQF 04	4
Total Credits				140

Learners who have completed [**US 117668, 8016, and 8035**] prior to enrolment on the course will be granted the credits achieved. The course fee does not include these unit standards in the costing.

Learners will be chosen to complete an extra elective 117650 Liner Trades 12 credits @ a separate cost of R1 750.

2018 Fee structure:

SAQA I.D: 49155 Shipping Practice

Course fee:	R44 000
Payment structure	
Deposit on registration:	R9 100
10 monthly instalments (paid by debit order):	R3 490
First instalment due on the 1 st March 2018	
Upfront cash payment (prior to course commencement):	R40 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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