

S.A. MARITIME SCHOOL & TRANSPORT COLLEGE



Gauteng

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 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: One year Full Time certificate

Duration: 10 months

NQF Level: 02

SAQA I.D.: 59326

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 | 9007 | Work with a range of patterns and functions and solve problems | Level 02 | 5 |
| Fundamental | 119456 | Write/present for a defined context | Level 02 | 5 |
| Elective | 116527 | 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: | R31 250 |
| Payment structure | |
| Deposit on registration: | R8 500 |
| 10 monthly instalments (paid by debit order): | R2 275 |
| First instalment due 1 st March 2018 | |
| Upfront cash payment (prior to course commencement): | R28 750 |

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 |
|---------------------|---------------|------------------|

Overview of course:

The aim of this course is to equip the learner with a comprehensive understanding of the world's container fleet and its many operational facets, both on land, rail, air and sea. This understanding will help learners make informed decisions that ultimately affect the success of shipping and import / export business. Understanding the parameters within which container operations exist will enable the learner to make decisions, plan effectively, thereby avoiding possible costly mistakes, ensuring your business partners provide you with the optimum level of service.

Admission criteria:

- Successful completion of a Certificate in International Trade (NQF 02)

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)
- 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 |

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



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Website: www.samaritime.co.za

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

2018 Fee structure:

SAQA I.D.: 57831 Freight Handling

| | |
|--|---------|
| Course fee: | R45 700 |
| Payment structure | |
| Deposit on registration: | R8 900 |
| 10 monthly instalments (paid by debit order): | R3 680 |
| First instalment due 1 st March 2018 | |
| Upfront cash payment (prior to course commencement): | R41 700 |

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

Programme Fact Sheet for Certificate in Shipping Practice: Full Time

| | | |
|---------------------|---------------|------------------|
| Duration: 12 months | NQF Level: 04 | SAQA I.D.: 49155 |
|---------------------|---------------|------------------|

Overview of course:

The purpose of this qualification is to build a foundation of competence in the field of the Ships Agency. This will provide learners with the framework to perform routine and non-routine functions and is intended to equip them to function effectively within the operations of freight and as an entry level in the Ships Agency environment. This programme 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 Customs Compliance and Freight Forwarding. The final decision is subject to SAMS approval

Admission criteria:

- Grade 12 pass
- Successful completion of Certificate in International Trade (NQF 02)
- Successful completion of Certificate in Freight Handling (NQF 03)

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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 Website: www.samaritime.co.za

| | | | | |
|---------------|------------------------|---|--------|-----|
| 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 Credits | | | | 152 |

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.

2018 Fee structure:

SAQA I.D: 49155 Shipping Practice

| | |
|--|---------|
| Course fee: | R43 000 |
| Payment structure | |
| Deposit on registration: | R7 600 |
| 10 monthly instalments (paid by debit order): | R3 540 |
| First instalment due 1 st March 2018 | |
| Upfront cash payment (prior to course commencement): | R40 000 |

S.A. Maritime School bank account details:

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| 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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