

# 2019 PROSPECTUS



Bachelor of Education in Senior Phase and Further Education and Training Teaching  
Postgraduate Certificate in Education in Further Education and Training Teaching  
Postgraduate Diploma in Educational Management



**SCHOOL OF EDUCATION**  
HONORIS UNITED UNIVERSITIES



## *Introduction*

### **Mancosa [School of Education]**

During 2017, the Mancosa [School of Education] became a proud member of Honoris United Universities which is the first pan-African private higher education network committed to preparing and educating the next generation of African leaders and professionals who are able to impact regionally in a globalised world. Collaborative intelligence, cultural agility and mobile mindsets and skills are at the heart of the Honoris' vision of higher education. Honoris United Universities joins the expertise of its member institutions to create pan-regional profile graduates that are competitive in today's fast-paced and demanding labour markets. Honoris United Universities gathers a community of over 20 000 students on 48 campuses, in 9 countries and 30 cities across Africa. More than 100 degrees are offered in the fields of Health Science, Engineering, IT, Business, Law, Architecture, Arts and Design, Media, Education and Political Science. The success of a nation is measured by the quality, level of inclusiveness

and societal impact of its educational landscape. The need for educational opportunities and lifelong learning is recognised in all sectors of modern society. Become an agent of social change by joining the cohort of teachers and experienced academics striving to make a difference in the lives of children in South Africa. MANCOSA is committed to the development of well-rounded and caring individuals, who are able to respond to challenges, by providing educational access to students who might otherwise be excluded by socio-economic, cultural, geographic and other disadvantages. The MANCOSA Teacher Education programmes will develop and inculcate a passion for a teaching career by providing a balance of theory, professional skills and practical experience related to the classroom environment. This approach will also enhance the skills of graduates to assess and meet the needs of individual students through exposure to rigorous and rewarding practice teaching sessions with MANCOSA's

## *Vision*

MANCOSA's vision is to be the leading distance education provider that is responsive to the evolving education and training needs of dynamic economies through a commitment to people, opportunity and quality.

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## *Mission*

MANCOSA endeavours to respond to the changing education demands of both the public and private sectors through the provision of innovative education.



collaborative school partnerships. Students will enjoy the vast resources and mentorship that MANCOSA's academics will expose them to, in order to develop into highly skilled educators. For established professionals, the institution offers excellent research and practice-led professional development within the teacher education fraternity. The quality of the South African educator is evident through its demand throughout the world - Dubai, South Korea and the United Kingdom. Join the Mancosa [School of Education], a productive and collegial environment which embraces diversity and creativity in a journey which strives to create a prosperous society for all.

## *Why choose MANCOSA?*

**MANCOSA** provides life-changing learning experiences.

**MANCOSA** develops competitive and career-centred skills.

**MANCOSA** provides an intellectually stimulating environment.

**MANCOSA** connects students to a global gateway of knowledge.

**MANCOSA** programmes are responsive to regional, national and international needs.



# The MANCOSA Advantage

1

## Flexibility

Studying through distance learning means that there is little disruption to a student's personal life and full-time work schedule.

2

## Affordability and Accessibility

MANCOSA is committed to providing affordable access to higher education through the provision of accredited and quality programmes.

3

## Interactive Learning

The use of a range of teaching methods includes formal lectures, case studies, group-work and self-exercises which are core to the success of the programme the student enrolls on. All of these help to build skills and develop students' competencies.

4

## Overall Experience

MANCOSA programmes are designed to stimulate students intellectually. The rigour of the programmes and the effort required to complete them successfully will ensure that students acquire the knowledge, skills and abilities to face the workplace challenges.



## Application Procedure

Applicants are required to submit the following documents to be considered for Admission:

- Application for Admission form and Enrolment Contract.
- A certified copy of your Identity Document and Matric Certificate.
- Certified copies of all academic qualifications and transcripts.
- Application forms, together with supporting documents must be posted, emailed or hand delivered to any of the MANCOSA offices in Durban, Johannesburg or Cape Town. To download an Application for Admission form visit: [www.mancosa.co.za](http://www.mancosa.co.za)

# Registration and Accreditation

## Quality Assured

- MANCOSA is registered with the Department of Higher Education and Training (DHET), registration number 2000/HE07/003;
- MANCOSA programmes are accredited by the Higher Education Quality Committee (HEQC) of the Council on Higher Education (CHE); and
- MANCOSA programmes are recorded on the National Qualifications Framework (NQF) by the South African Qualifications Authority (SAQA).

## Affiliations / Partnerships

MANCOSA is affiliated to the following professional organisations:

- Honoris United Universities (HUU);
- South African Business Schools Association (SABSA);
- Association of African Business Schools (AABS);
- National Association of Distance Education Organisations of South Africa (NADEOSA);
- European Foundation for Management and Development (EFMD); and
- United Nations Academic Impact Initiative (UNAI).



MANCOSA has strong academic links with higher education institutions throughout the world.

## International and Regional Recognition



- Accredited by the Mauritius Tertiary Education Commission (TEC)



- Recognised by the Namibia Qualifications Authority (NQA)



- Registered with the Zambia Higher Education Authority (HEA)



- Accredited by the Malawi National Council for Higher Education (NCHE)



- Registered with the Botswana Qualifications Authority (BQA) registration number 04217



- Registered with the Eswatini Higher Education Council (ESHEC)





# 2019 PROGRAMMES

[www.mancosa.co.za](http://www.mancosa.co.za)

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# *Bachelor of Education in Senior Phase and Further Education and Training Teaching*

## **Academic Support**

- Students are provided with day lectures and full online support (resources, calendar, webinars, research material).
- Students are provided with one-on-one mentorship and guidance through practical components of the programme.
- Students specialise in both Senior and FET phase of teaching – making them more competitive in the labour market.
- Students will be provided with high quality module guides for each module, ensuring ease of reference and study.
- Small classes ensure high quality in-classroom experiences.
- Teaching simulation rooms will be provided for teaching practice.
- Face-to-face day lectures will be conducted by subject specialists on Tuesdays, Wednesdays and Thursdays.
- Mondays will be dedicated to professional development in the following areas:
  - Access to IT facilities
  - Lesson resources development
  - Development of lesson plans
  - Classroom management
  - Teaching strategies and approaches



*Programme Outcomes*

*For programme outcomes and further details  
please email: [enquiries@mancosa.co.za](mailto:enquiries@mancosa.co.za)*



## Programme Description

The BEd (Senior Phase and Further Education and Training Teaching) programme is a 4 year professional qualification designed to provide initial teacher education training to those aspiring to become teachers. Students will be required to choose subjects of specialisation as their teaching subjects. The programme includes a work integrated learning (teaching practice) component which requires students to be part of real life education settings. Teaching practice will be based on observation, teaching and participation in the activities of a school calendar.

## Career Opportunities

This programme begins your training to be Teacher, Head of Department, School Manager, Department Official or Education Manager. This programme remains the most suitable teacher education qualification for those aspiring to teach in the South African public and private school sectors. It is well known that South African trained teachers enjoy global recognition and there exists a continued worldwide demand for South African Teachers.



### Mode of Delivery

This programme is offered through supported distance learning. Weekly support lectures are provided at selected MANCOSA learning centres.



### Admission Requirements

The BEd (Senior Phase and Further Education and Training Teaching) requires a:

- National Senior Certificate or an NQF level 4 National Certificate (Vocational) with endorsement for entry into a Bachelor's study programme.
- Appropriate subject combinations and levels of competence as determined by the specialisation requirement.

It is possible to gain entry to the programme on the basis of Recognition of Prior Learning (RPL). For further information on this alternative route, please contact a student advisor.



### Who should apply?

- Prospective Teachers
- Those who desire a career path in Education in both the Senior and FET phase

## Technology Support

- MANCOSA students will have access to a highly sophisticated but user-friendly learning management system – 'MANCOSACONNECT'
- Students will have access to email, telephone and chat facilities with lecturers.
- Webinar lectures will be available for further consolidation and support.

## Student Support Services

- Students will have access to a dedicated student services consultant for queries.
- Students will have access to on-site, and telephonic counselling and personal well-being professional support.
- Students will have access to a range of specialist physical and virtual academic resource materials.

### \* Work-Integrated Learning (WIL)/ Teaching Practice

This is a compulsory component which requires students to undertake teaching practice.

## Programme Structure

### YEAR 1

#### CORE:

- Introduction to Education Studies 101
- The South African School Education System 101
- Education Studies 102: Curriculum Studies
- English Communication 102
- isiZulu Conversational 102

#### FET ELECTIVES:

- Accounting
- Business Studies
- Economics
- Mathematics
- English
- isiZulu

#### SP ELECTIVES:

- Economic and Management Sciences
- Mathematics
- English
- isiZulu

### YEAR 3

#### CORE:

- Education Studies 301: Psychology of Education
- Teaching Practice 302

#### FET ELECTIVES:

- Accounting
- Business Studies
- Economics
- Mathematics
- English
- isiZulu

#### FET METHOD MODULES (YEAR-LONG):

- Accounting Method
- Business Studies Method
- Economics Method
- Mathematics Method
- English Method
- isiZulu Method

#### SP ELECTIVES:

- Economic Management Sciences
- Mathematics
- English
- isiZulu

#### SP METHOD MODULES:

- Economic Management Sciences Method
- Mathematics Method
- English Method
- isiZulu Method

### YEAR 2

#### CORE:

- Education Studies 201: Teaching and Learning
- Education Studies 202: Sociology of Education
- Teaching Practice 201

#### FET ELECTIVES:

- Accounting
- Business Studies
- Economics
- Mathematics
- English
- isiZulu

#### FET METHOD MODULES (YEAR-LONG):

- Accounting Method
- Business Studies Method
- Economics Method
- Mathematics Method
- English Method
- isiZulu Method

#### SP METHOD MODULES:

- Economic Management Sciences Method
- Mathematics Method
- English Method
- isiZulu Method

### YEAR 4

#### CORE:

- Researching Teaching and Learning 401
- Education Studies 402: Philosophy of Education
- Teaching Practice 400

#### FET ELECTIVES:

- Accounting
- Business Studies
- Economics
- Mathematics
- English
- isiZulu

#### FET METHOD MODULES (YEAR-LONG):

- Accounting Method
- Business Studies Method
- Economics Method
- Mathematics Method
- English Method
- isiZulu Method

#### SP METHOD MODULES:

- Economic Management Sciences Method
- Mathematics Methodology
- English Method
- isiZulu Method



**Choose ONE of the six specialisation combinations:**

**Specialisation 1**

**Elective One**  
Accounting FET  
Economic Management Sciences SP

**Elective Two:**  
Business Studies  
Economics  
Mathematics  
English  
isiZulu

**Specialisation 2**

**Elective One**  
Business Studies FET  
Economic Management Sciences SP

**Elective Two:**  
Accounting  
Economics  
Mathematics  
English  
isiZulu

**Specialisation 3**

**Elective One**  
Economics FET  
Economic Management Sciences SP

**Elective Two:**  
Accounting  
Business Studies  
Mathematics  
English  
isiZulu

**Specialisation 4**

**Elective One**  
Mathematics FET  
Mathematics SP

**Elective Two:**  
Accounting  
Business Studies  
Economics  
English  
isiZulu

**Specialisation 5**

**Elective One**  
English FET  
English SP

**Elective Two:**  
Accounting  
Business Studies  
Economics  
Mathematics  
isiZulu

**Specialisation 6**

**Elective One**  
isiZulu FET  
isiZulu SP

**Elective Two:**  
Accounting  
Business Studies  
Economics  
Mathematics  
English





# Postgraduate Certificate in Education in Further Education and Training Teaching

## Programme Description

The Postgraduate Certificate in Education (Further Education and Training Teaching) is a 18-month programme aimed at developing graduates who wish to become school educators. Teaching choices may be selected from a list of specialisations offered by MANCOSA. This PGCE (Further Education and Training Teaching) qualification aims to develop innovative teachers who will meet the needs of a new generation of students. The key to taking South Africa forward lies in educating the nation for tomorrow.

## Career Opportunities

One of the greatest challenges facing the South African education system is the development of qualified, competent teachers, who can provide quality teaching for all school subjects and phases. On completion of the PGCE (Further Education and Training Teaching) programme, graduates can be employed at:

- Educational Institutions
- Public Schools
- Private Schools



*Programme Outcomes*

*For programme outcomes and further details  
please email: [enquiries@mancosa.co.za](mailto:enquiries@mancosa.co.za)*



## Mode of Delivery

Students will be enrolled onto the PGCE (Further Education and Training Teaching) through distance learning. Supported weekend tutorials will be provided. Tutorials are designed to introduce students to the area of study and develop professional support and subject expertise in their chosen area of specialisation.



## Who should apply?

Relevant degree or diploma holders who want to complete a teaching qualification;

- Individuals who want to make a career change and become teachers; and
- Educators currently in employment without the necessary teaching qualification.



## Admission Requirements

The minimum admission requirement is an approved bachelor's degree or diploma. The degree or diploma should include sufficient disciplinary knowledge in an area of teaching specialisation. Where a student does not have the requisite subject content knowledge, s/he would be required to undertake such modules at the required level before admission (or concurrently) into the Postgraduate Certificate in Education.

## Programme Structure

All students must complete four core modules in semester 1. Your choice of teaching specialisation subjects must have been passed in any of your prior qualifications up to second year level at least.

### SEMESTER 1

#### CORE MODULES:

- Professional Studies and Professional Ethics
- Education Studies: Curriculum, Teaching and Learning
- isiZulu Conversational
- English Communication and Academic Literacy

### SEMESTER 2

#### CORE MODULES:

- Teaching Practice 1
- Educational Studies: Sociology and Philosophy
- Specialisation 1 (Annual)
- Specialisation 2 (Annual)

### SEMESTER 3

#### CORE MODULES:

- Teaching Practice 2
- Specialisation 1
- Specialisation 2

### \* Work-Integrated Learning (WIL)/ Teaching Practice

This is a compulsory component which requires the student to undertake teaching practice at a secondary school, over four (4) consecutive weeks in Semester 2 and over four (4) consecutive weeks in Semester 3.

### \*\* List of Teaching Specialisations

Specialisation Modules - Students are required to choose any TWO (2) of the following elective modules that are offered annually:

#### Option 1

- Accounting
- Business Studies
- Mathematics
- Economics
- English
- isiZulu
- Afrikaans
- Life Sciences

#### Option 2

If a student has only ONE FET specialisation in his/her undergraduate degree, he/she must do the following two modules:

1. Researching Teaching and Learning
2. Educational Studies: Psychology of Education

# Postgraduate Diploma in Educational Management

## Programme Description

Effective leaders and education managers must find new ways to address regulatory, leadership and management challenges to embrace opportunities in the educational environment.

Educational complexities have coalesced to push for knowledge and skills transformation to bring about change in technology, human resources, innovation, teacher qualities and accountability initiatives.

The Postgraduate Diploma in Educational Management is a one-year specialised programme designed to meet the needs of educational managers in this climate of change. It incorporates the latest strategic thinking in educational leadership and management.

The programme develops communication, interpersonal and management skills in a way that enables educators to draw from both theory and the practice of management.



*Programme Outcomes*

*For programme outcomes and further details  
please email: [enquiries@mancosa.co.za](mailto:enquiries@mancosa.co.za)*



## Career Opportunities

On completion of the programme, graduates can aspire to the following positions:

- School Principal
- Deputy Principal
- School Head of Department (HOD)
- Managers/Officials in the Education Sector

## Who should apply?

- Newly appointed Principals who are interested in personal capacity development in the GET, FET and ABET sectors.
- Education sector officials responsible for education management and administration.
- Subject Advisors and any person involved in educational management.
- Educational Curriculum designers and developers.
- Individuals who wish to advance their careers in the education sector.
- Persons with a Bachelor of Education degree looking to further their studies.



### Articulation

Applicants who have successfully completed the Postgraduate Diploma in Educational Management can enrol on the Mancosa Master of Business Administration degree and other cognate Masters programmes.



### Mode of Delivery

This programme is offered through distance learning.



### Admission Requirements

The minimum entry requirement is an appropriate Bachelor's Degree or appropriate Advanced Diploma.

## Programme Structure

All students must complete three core modules in Semester 1. In Semester 2, they must complete two core modules in addition to one module chosen from a set of electives. It is recommended that a student chooses the Research in Education module from the set of electives should he/she wish to pursue a Masters qualification.

Module Name	Credits Per Module	Core/Electives	Semester
• Contemporary Educational Management	20	Core	Semester 1
• Educational Leadership	20	Core	Semester 1
• Curriculum Design and Development	20	Core	Semester 1
• Governance in Education	20	Core	Semester 2
• Financial Management in Education	20	Core	Semester 2
<b>Elective: Choose one of the following electives</b>			
• Research in Education	20	Elective	Semester 2
• History and Theoretical Frameworks in Education	20	Elective	Semester 2
• Comparative and International Education	20	Elective	Semester 2



#### **DURBAN**

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[www.mancosa.co.za](http://www.mancosa.co.za)

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