

**DEPARTMENT OF EDUCATION FET: NATIONAL CERTIFICATE
VOCATIONAL NQF LEVELS 2, 3 & 4**

MATRIX OF SUBJECTS IN EACH SUB-FIELD

NB: (O) = OPTIONAL SUBJECTS*

* OPTIONAL SUBJECTS CAN ALSO BE CHOSEN FROM ANY OTHER SUB-FIELD*

	Level 2	Level 3	Level 4
Fundamentals* *(The 3 fundamental subjects are included with the core and optional subjects for all the programmes)	English/Afrikaans/IsiXhosa First Additional language Life Orientation Mathematics OR Mathematical Literacy	English/Afrikaans/IsiXhosa First Additional language Life Orientation Mathematics OR Mathematical Literacy	English/Afrikaans/IsiXhosa First Additional language Life Orientation Mathematics OR Mathematical Literacy
1. Management	Management Practice	Management Practice	Management Practice

	Operations Management Financial Management	Operations Management Financial Management	Operations Management Financial Management Project Management (O)*
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	Entrepreneurship (O) *	Project Management (O)*	
2. Marketing	Marketing Advertising & Promotions Marketing Communication Lvel 2 Consumer Behaviour (O* OR Contact Centre Operations(O)*	Marketing Advertising & Promotions Marketing Communication Lvel 3 Consumer Behaviour (O)* OR Contact Centre Operations(O)*	Marketing Advertising & Promotions Marketing Communication Lvel 4 Consumer Behaviour (O)* OR Contact Centre Operations(O)*
3. Information Technology & Computer Science	Introduction to Information Systems Electronics	Systems Analysis and Design Computer Hardware and Software	Systems Analysis and Design Data Communication and Networking

	Introduction to Systems Development • Contact Centre Operations (O)*	Principles of Computer Programming • Contact Centre Operations (O)*	Computer Programming • Contact Centre Operations (O)*
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4. Finance, Economics and Accounting	Applied Accounting Financial Management Economic Environment New Venture Creation (O)*	Applied Accounting Financial Management Economic Environment New Venture Creation (O)*	Applied Accounting Financial Management Economic Environment New Venture Creation (O)*
5. Office Administration	Business Practice Office Practice Office Data Processing	Business Practice Office Practice Office Data Processing	Business Practice Office Practice Office Data Processing

	Level 2 Applied Accounting (O)* OR 2 nd Language (O)* OR New Venture Creation(O)*	Level 3 Applied Accounting (O)* OR 2 nd Language (O)* OR New Venture Creation(O)*	Level 4 Applied Accounting (O)* OR 2 nd Language (O)* OR New Venture Creation(O)*
			OR Personal Assistance L4 (O)*
6. Electrical Infrastructure Construction	Electrical Principles and Practice Workshop Practice Electronic Control and Digital Electronics Electrical Systems and Construction (O)* Physical Science(O)*	Electrical Principles and Practice Electrical Workmanship Electronic Control and Digital Electronics Electrical Systems and Construction (O)* Physical Science(O)*	Electrical Principles and Practice Electrical Workmanship Electronic Control and Digital Electronics Electrical Systems and Construction (O)*

			Physical Science(O)*
7. Civil Engineering and Building Construction	Construction Planning	Drawings, Setting out, Quantities and costing	Drawings Setting Out, Quantities and Costing
	Plant and Equipment	Construction Plant and Equipment	Construction Supervision
	Materials	Construction Materials	Construction Materials

	<ul style="list-style-type: none"> • Physical Science(O) <li style="text-align: center;">OR • Carpentry and Roof Work(O) <li style="text-align: center;">OR • Concrete Structures(O) <li style="text-align: center;">OR • Masonry(O) 	<ul style="list-style-type: none"> • Physical Science(O) <li style="text-align: center;">OR • Construction Carpentry and Roof Work(O) <li style="text-align: center;">OR • Concrete Structures(O) <li style="text-align: center;">OR • Construction Masonry & Tiling (O) 	<ul style="list-style-type: none"> Physical Science(O) <li style="text-align: center;">OR Civil and Construction Technology(O)
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	OR • Roads(O) OR • Plumbing(O)	OR • Roads (O) OR • Construction Plumbing(O)	
8. Engineering and Related Design	Engineering Fundamentals Engineering Technology	Engineering Practice and Maintenance Materials Technology Engineering Graphics and Design (CAD)	Engineering Processes Professional Engineering Practice Applied Engineering Technology

	Engineering Systems Physical Science (O)* OR Fitting and Turning(O) * OR Automotive Repair Maintenance(O)* OR Engineering Fabrication (O)* OR Welding (O)*	Physical Science (O)* OR Fitting and Turning(O)* OR Automotive Repair & Maintenance(O)* OR Engineering Fabrication- Boilermaking (O)* OR Engineering Fabrication – Sheet Metal Worker(O)* OR Welding (O)*	Physical Science (O)* OR Fitting and Turning(O)* OR Automotive Repair & Maintenance(O)* OR Engineering Fabrication- Boilermaking (O)* OR Engineering Fabrication – Sheet Metal Worker(O)* OR Welding (O)*
9. Primary Agriculture	Soil Science Plant Production Animal Production Agri-business (O)*	Soil Science Plant Production Animal Production Agri-business(O)*	Farm Planning and Mechanisation Advanced Plant Production Animal Production Agri-business (O)*
10. Hospitality	Hospitality Generics	Hospitality Generics	Hospitality Generics

	<p>Food Preparation</p> <p>Client Services and Human Relations</p> <p>Hospitality Services (O)*</p>	<p>Food Preparation</p> <p>Client Services and Human Relations</p> <p>Hospitality Services (O)*</p>	<p>Food Preparation</p> <p>Client Services and Human Relations</p> <p>Hospitality Services (O)*</p>
11. Tourism	<p>Science of Tourism</p> <p>Client Services and Human Relations</p> <p>Sustainable Tourism in SA</p> <p>Tourism Operations (O)*</p>	<p>Science of Tourism</p> <p>Client Services and Human Relations</p> <p>Sustainable Tourism in SA and Regional Travel</p> <p>Tourism Operations (O)*</p>	<p>Science of Tourism</p> <p>Client Services and Human Relations</p> <p>Sustainable Tourism in SA and International Travel</p> <p>Tourism Operations (O)*</p>
12. Safety in Society	<p>Lvel2 Introduction to Governance</p> <p>Introduction to Law</p>	<p>Lve3 Governance</p> <p>Criminal law</p>	<p>Lvel4 Governance</p> <p>Law Procedures and Evidence Criminal Justice Process</p>

	Principles of Criminal Justice	Criminal Justice Structures and Mandates	Applied Policing(O)*
	Introduction to Policing Practices(O)* Criminology(O)*	Theory of Policing Practices(O)* Criminology(O)*	Criminology(O)*

13. Mechatronics	<ul style="list-style-type: none"> • Introduction to Computers • Electrotechnology • Manual Manufacturing • Mechatronic Systems (O)* 	<ul style="list-style-type: none"> • Stored Programme Systems • Electrotechnology • Machine Manufacturing • Mechatronic Systems (O)* 	<ul style="list-style-type: none"> • Stored Programme Systems • Electrotechnology • Computer-Integrated Manufacturing • Mechatronic Systems (O)*
14. Education and Development	<ul style="list-style-type: none"> • Art and Science of Teaching • Human and Social Development • Learning Psychology • Early Childhood Development (O)* 	<ul style="list-style-type: none"> • Art and Science of Teaching • Human and Social Development • Learning Psychology • Early Childhood Development (O)* 	<ul style="list-style-type: none"> • Art and Science of Teaching • Human and Social Development • Learning Psychology • Early Childhood Development (O)*