

**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* *Note: The 3 fundamental subjects are compulsory The 3 core vocational subjects are also compulsory A 4th vocational subject must be taken but can also be a vocational subject from another programme	<ul style="list-style-type: none"> • English/Afrikaans/IsiXhosa (First Additional language) • Life Orientation • Mathematics OR Mathematical Literacy 	<ul style="list-style-type: none"> • English/Afrikaans/IsiXhosa (First Additional language) • Life Orientation • Mathematics OR Mathematical Literacy 	<ul style="list-style-type: none"> • English/Afrikaans/IsiXhosa (First Additional language) • Life Orientation • Mathematics OR Mathematical Literacy
1. Management	<ul style="list-style-type: none"> • Management Practice • Operations Management • Financial Management • Entrepreneurship (O) * 	<ul style="list-style-type: none"> • Management Practice • Operations Management • Financial Management • Project Management (O)* 	<ul style="list-style-type: none"> • Management Practice • Operations Management • Financial Management • Project Management (O)*
2. Marketing	<ul style="list-style-type: none"> • Marketing • Advertising & Promotions • Marketing Communication • Consumer Behaviour (O)* OR <ul style="list-style-type: none"> • Contact Centre Operations(O)* 	<ul style="list-style-type: none"> • Marketing • Advertising & Promotions • Marketing Communication • Consumer Behaviour (O)* OR <ul style="list-style-type: none"> • Contact Centre Operations(O) 	<ul style="list-style-type: none"> • Marketing • Advertising & Promotions • Marketing Communication • Consumer Behaviour (O)* OR <ul style="list-style-type: none"> • Contact Centre Operations(O)*
3. Information Technology & Computer Science	<ul style="list-style-type: none"> • Introduction to Information Systems • Electronics • Introduction to Systems Development • Contact Centre Operations (O)* 	<ul style="list-style-type: none"> • Systems Analysis and Design • Computer Hardware and Software • Principles of Computer Programming • Contact Centre Operations (O)* 	<ul style="list-style-type: none"> • Systems Analysis and Design • Data Communication and Networking • Computer Programming • Contact Centre Operations (O)*

4. Finance, Economics and Accounting	<ul style="list-style-type: none"> • Applied Accounting • Financial Management • Economic Environment • New Venture Creation (O)* 	<ul style="list-style-type: none"> • Applied Accounting • Financial Management • Economic Environment • New Venture Creation (O)* 	<ul style="list-style-type: none"> • Applied Accounting • Financial Management • Economic Environment • New Venture Creation (O)*
5. Office Administration	<ul style="list-style-type: none"> • Business Practice • Office Practice • Office Data Processing • Applied Accounting (O)* OR <ul style="list-style-type: none"> • 2nd Language (O)* OR <ul style="list-style-type: none"> • New Venture Creation(O)* 	<ul style="list-style-type: none"> • Business Practice • Office Practice • Office Data Processing • Applied Accounting (O)* OR <ul style="list-style-type: none"> • 2nd Language (O)* OR <ul style="list-style-type: none"> • New Venture Creation(O)* 	<ul style="list-style-type: none"> • Business Practice • Office Practice • Office Data Processing • Applied Accounting (O)* OR <ul style="list-style-type: none"> • 2nd Language (O)* OR <ul style="list-style-type: none"> • New Venture Creation(O)* OR <ul style="list-style-type: none"> • Personal Assistance L4 (O)*
6. Electrical Infrastructure Construction	<ul style="list-style-type: none"> • Electrical Principles and Practice • Workshop Practice • Electronic Control and Digital Electronics • Electrical Systems and Construction (O)* OR <ul style="list-style-type: none"> • Physical Science (O)* 	<ul style="list-style-type: none"> • Electrical Principles and Practice • Electrical Workmanship • Electronic Control and Digital Electronics • Electrical Systems and Construction (O)* OR <ul style="list-style-type: none"> • Physical Science (O)* 	<ul style="list-style-type: none"> • Electrical Principles and Practice • Electrical Workmanship • Electronic Control and Digital Electronics • Electrical Systems and Construction (O)* OR <ul style="list-style-type: none"> • Physical Science(O)*
7. Civil Engineering & Construction	<ul style="list-style-type: none"> • Construction Planning • Plant and Equipment • Materials • Physical Science(O) OR <ul style="list-style-type: none"> • Carpentry and Roof Work (O) OR <ul style="list-style-type: none"> • Concrete Structures (O) OR <ul style="list-style-type: none"> • Masonry (O) OR	<ul style="list-style-type: none"> • Construction Planning • Plant and Equipment • Materials • Physical Science (O) OR <ul style="list-style-type: none"> • Carpentry and Roof Work (O) OR <ul style="list-style-type: none"> • Concrete Structures (O) OR <ul style="list-style-type: none"> • Masonry (O) OR	<ul style="list-style-type: none"> • Construction Planning • Construction Supervision • Materials • Physical Science (O) OR <ul style="list-style-type: none"> • Carpentry and Roof Work (O) OR <ul style="list-style-type: none"> • Concrete Structures (O) OR <ul style="list-style-type: none"> • Masonry (O) OR

	<ul style="list-style-type: none"> • Roads (O) OR <ul style="list-style-type: none"> • Plumbing (O) 	<ul style="list-style-type: none"> • Roads (O) OR <ul style="list-style-type: none"> • Plumbing (O) 	<ul style="list-style-type: none"> • Roads (O) OR <ul style="list-style-type: none"> • Plumbing (O)
8. Engineering and Related Design	<ul style="list-style-type: none"> • Engineering Fundamentals • Engineering Technology • Engineering Systems • Physical Science (O)* OR <ul style="list-style-type: none"> • Fitting and Turning(O) * OR <ul style="list-style-type: none"> • Automotive Repair & Maintenance(O)* OR <ul style="list-style-type: none"> • Engineering Fabrication (O)* OR <ul style="list-style-type: none"> • Welding (O)* OR <ul style="list-style-type: none"> • Refrigeration Principles (O)* 	<ul style="list-style-type: none"> • Engineering Practice and Maintenance • Materials Technology • Engineering Graphics and Design (CAD) • Physical Science (O)* OR <ul style="list-style-type: none"> • Fitting and Turning(O)* OR <ul style="list-style-type: none"> • Automotive Repair & Maintenance(O)* OR <ul style="list-style-type: none"> • Engineering Fabrication-Boilermaking (O)* OR <ul style="list-style-type: none"> • Engineering Fabrication – Sheet Metal Worker(O)* OR <ul style="list-style-type: none"> • Welding (O)* OR <ul style="list-style-type: none"> • Refrigeration Practice (O)* 	<ul style="list-style-type: none"> • Engineering Processes • Professional Engineering Practice • Applied Engineering Technology • Physical Science (O)* OR <ul style="list-style-type: none"> • Fitting and Turning(O)* OR <ul style="list-style-type: none"> • Automotive Repair & Maintenance (O)* OR <ul style="list-style-type: none"> • Engineering Fabrication-Boilermaking (O)* OR <ul style="list-style-type: none"> • Engineering Fabrication – Sheet Metal Worker (O)* OR <ul style="list-style-type: none"> • Welding (O)* OR <ul style="list-style-type: none"> • Refrigeration and Air Conditioning Processes (O)*
9. Primary Agriculture	<ul style="list-style-type: none"> • Soil Science • Plant Production • Animal Production • Agri-business (O)* 	<ul style="list-style-type: none"> • Soil Science • Plant Production • Animal Production • Agri-business (O)* 	<ul style="list-style-type: none"> • Farm Planning and Mechanisation • Advanced Plant Production • Animal Production • Agri-business (O)*
10. Hospitality	<ul style="list-style-type: none"> • Hospitality Generics • Food Preparation • Client Services and Human Relations • Hospitality Services (O)* 	<ul style="list-style-type: none"> • Hospitality Generics • Food Preparation • Client Services and Human Relations • Hospitality Services (O)* 	<ul style="list-style-type: none"> • Hospitality Generics • Food Preparation • Client Services and Human Relations • Hospitality Services (O)*

11. Tourism	<ul style="list-style-type: none"> • Science of Tourism • Client Services and Human Relations • Sustainable Tourism in SA • Tourism Operations (O)* 	<ul style="list-style-type: none"> • Science of Tourism • Client Services and Human Relations • Sustainable Tourism in SA and Regional Travel • Tourism Operations (O)* 	<ul style="list-style-type: none"> • Science of Tourism • Client Services and Human Relations • Sustainable Tourism in SA and International Travel • Tourism Operations (O)*
12. Safety in Society	<ul style="list-style-type: none"> • Introduction to Governance • Introduction to Law • Principles of Criminal Justice • Introduction to Policing(O)* Practices(O)* <p>OR</p> <ul style="list-style-type: none"> • Criminology (O)* 	<ul style="list-style-type: none"> • Governance • Criminal law • Criminal Justice Structures and Mandates • Theory of Policing Practices (O)* <p>OR</p> <ul style="list-style-type: none"> • Criminology (O)* 	<ul style="list-style-type: none"> • Governance • Law Procedures and Evidence • Criminal Justice Process • Applied Policing (O)* <p>OR</p> <ul style="list-style-type: none"> • 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)*