

## Public Relations - Fact Sheet

### Type of qualification

- Full time/ part time
- Certificates and diplomas are conferred by the Department of Higher Education & Training (DHET)
- All qualifications are nationally recognised by industry and universities

### About the qualification

Public Relations is an important Management function in small and big companies. Public Relations is based on the organisations relation with different target public groups. The design of the qualification enables learners to obtain the qualification by completing the related N4, N5 and N6 courses. On completion of the N4, N5 and N6, learners must complete 18 months of practical workplace learning for the learner to be awarded the National N Diploma (N6).

### Career & Job Opportunities

On completion of this qualification, successful learners could pursue a career in:

- Government
- Charity Organisations
- Finance Institutions
- Private Sector

### Who should attend

This qualification is recommended for anyone who is currently working in or interested in finding employment in the field of public relations.

### Admission Requirements

- National Senior Certificate (NSC) or Senior Certificate or
- An appropriate National Certificate (N3) or equivalent qualification

### Duration

The programme duration is 18 months full time and tuition is face to face and online.

## Certification

- On successful completion of the programme, you will receive the following certification:
  - **NATIONAL CERTIFICATE AT EACH LEVEL: N4, N5, N6**
  - **\*NATIONAL N DIPLOMA** (on completion of N4-N6 and **18 months in-service training**).
- All examinations are National Examinations, set and administered by the Department of Higher Education and Training.
- Certificates and Diploma are conferred by the Department of Higher Education and Training.
- All qualifications are nationally recognised by industry and universities

## Course material & additional fees

Study material, textbook and examination fees are included in the tuition fee. Students are required to cover any additional costs associated with practical activities and excursions.

## Programme Outline

### Year 1

#### **Semester 1**

- Office practice N4
- Entrepreneurship and Business Management N4
- Communication N4
- Information Processing N4

#### **Semester 2**

- Office Practice N5
- Public Relations N5
- Information Processing N5
- Communication N5

### Year 2

#### **Semester 1**

- Legal Practice N5
- Office Practice N6
- Public Relations N6
- Information Processing N6

## Language Policy

All classes and assessments are conducted in English. Learners need to be able to understand spoken English and complete their assessments in English.

## Disclaimer

Amilak Training Center reserves the right to change the programme content due to changes in the regulatory environment, market requirements and other reasons. All possible measures will be taken to minimize inconvenience to students.

I,..... (student name),  
hereby acknowledge that I understand the information stated in this factsheet and fully comprehend the specifics  
explained above pertaining to the National N Diploma: Educare.

Student signature \_\_\_\_\_ Date \_\_\_\_\_