

Qualification Guide: NATIONAL DIPLOMA: POLICING

Congratulations for enrolling for the National Diploma Policing (NQF 6). This is a sectorial based, SAQA qualification designed on Unit Standards.

1. Duration

This qualification can be attained within 12 months after a qualification on NQF 5 has successfully been completed.

Learners who have already attained the National Certificate: Policing or Crime Resolving or Close Protection or Tactical Road Traffic Operations have automatic access to the Diploma.

2. Accreditation

National Diploma: Policing is registered on the SAQA database at NQF Level 6. It is accredited by the Safety and Security Seta [SASSETA]. Thus upon successfully completing of this programme, you will receive a National Diploma: Policing NQF. Level 6 from SASSETA.

1. QUALIFICATION OUTLINE – NATIONAL DIPLOMA POLICING – SAQA ID: 61729 (NQF 6) - 240 CREDITS

1 st SEMESTER (January – May/June)			
Entry Requirements: The National Certificate Policing or National Certificate Crime Resolving or National Certificate Close Protection			
Module	Learning outcomes	Assignments	Exams
Module 1 Relevant Legislation	<ul style="list-style-type: none"> ▪ Apply human rights in a policing environment 255995 ▪ Demonstrate understanding of Occupational Health and safety legislation in the workplace 244228 ▪ Manage implementations of legislation 230022 	Assignment No. 1	One Exam
Module 2 Communication and Interpersonal Relations	<ul style="list-style-type: none"> ▪ Communicate at an advanced level and maintaining interpersonal relations 8046 ▪ Lead and manage teams of people 7859 ▪ Interpret and manage conflicts within the workplace 114226 ▪ Manage workplace relations 7883 	Assignment No. 2	One Exam
Module 3 Manage crime prevention and investigation	<ul style="list-style-type: none"> ▪ Investigate a crime or incident 253980 ▪ Manage crime investigation processes for solving of crime 230023 ▪ Manage the prevention of crime 230029 	Assignment No. 3	One Exam
Module 4 Manage service Delivery	<ul style="list-style-type: none"> ▪ Apply principles of ethics to a business environment 230078 ▪ Manage service delivery improvement 120306 ▪ Manage the operations of a Community Service Centre (CSC) 230025 ▪ Conduct evaluations inspections and visits for the purpose of assessing compliance and ensuring improvement of service 230021 ▪ Optimise the utilisation of information systems to improve service delivery 230024 ▪ Conduct preliminary investigations 120483 	Assignment No.4	One Exam
Formative Portfolio of evidence	<ul style="list-style-type: none"> ▪ You now submit four assignments. One assignment for modules 1, 2, 3 and 4. ▪ All assignments (Formative Assessments) serve as an entry requirement for your exams. <u>(60%)</u> ▪ All assignments should be submitted before the dates as set in year planner. 		
Summative Examination	<ul style="list-style-type: none"> ▪ After you have successfully completed your assignments, you will now write four exams (Summative Assessments) in June. See year planner. 		

SEMESTER 2 (JUNE – OCTOBER)

Module	Learning Outcomes	Assignments	Exams
Module 5 Operational Police management	<ul style="list-style-type: none"> ▪ Analyse tactical options for crowd management and public order management 230026 ▪ Manage the implementation of organisational strategies, policies and plans in a public sector environment 243114 ▪ Manage tactical operations 230028 ▪ Plan and implement operations 256054 	Assignment No.5	One Exam
Module 6 Financial and Human Resource Management	<ul style="list-style-type: none"> ▪ Manage human resources processes for a public sector organisation 243111 ▪ Enhance the performance of employees 255994 ▪ Manage the induction of new staff 7848 ▪ Apply basic financial procedures to PFMA principals 114873 ▪ Manage inventory 9897 	Assignment No.6	One Exam
Module 7 Crime Resolving *Only learners without NQF 5 qualifications	<ul style="list-style-type: none"> ▪ Administer a case file 253986 ▪ Conduct an investigative interview 253982 ▪ Handle suspects in the investigation of an alleged crime 253990 ▪ Present evidence in a court of law 253993 	Assignment No.7	One Exam
Module 8	<ul style="list-style-type: none"> • Investigate Corruption 	Assignment No. 8	One Exam

3. Cost

Please contact our office for the pricing / cost structure.

4. Study Material

A Learner will receive study material after payment of the deposit. Your study material consists of the following:

- Learner Guide
- Assessments (Assignments)
- Qualification Guide

5. Examination Fees

Examination fees – R150.00 per module per learner.

Re-examination fees – R150.00 per module per learner

6. How to pay your fees:

Please make use of the specified banking/fax details below which is applicable to you. Fax your proof of payment.

HJN PRETORIA LEARNERS:

Fax number: 012 320 0317
Account Name: HJN Training Pretoria
Bank: FNB Bank, The Reds 250 655
Account no: 626 712 506 96
Ref: ID number/PLK

HJN POLOKWANE LEARNERS:

Fax number: 015 291 3931
Account Name: HJN Training Polokwane
Bank: FNB Bank, The Reds 250 655
Account no: 626 712 692 09
Ref: ID number/PLK

HJN JOHANNESBURG LEARNERS:

Fax number: 011 403 0544
Account Name: HJN Training Johannesburg
Bank: FNB Bank, The Reds 250 655
Account no: 626 712 577 83
Ref: ID number/JHB

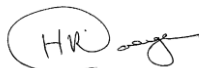
HJN VEREENIGING LEARNERS:

Fax number: 016 421 3560
Account Name: HJN Training Vereeniging
Bank: FNB Bank, The Reds 250 655
Account no: 626 712 411 08
Ref: ID number/VAAL

HJN DISTANCE LEARNERS:

Fax number: 086 758 4562
Account Name: HJN Training Distance
Bank: FNB Bank, The Reds 250 655
Account no: 625 670 942 57
Ref: ID number/DIS

Thank you



HJN TRAINING (CEO)

REGISTRATION FORM

SECTION 1: PERSONAL DETAILS

First Name: _____ Surname: _____

ID Number: _____ *(ID COPY TO BE ATTACHED)*

Race: White: African: Coloured: Indian:

Gender: Male: Female: Home Language: _____

Highest qualification attained: _____ Signature: _____

SECTION 2: COMMUNICATION DETAILS

Work no: _____ Home no: _____

Cell no: _____ Fax no: _____

E-mail: _____

Postal address – for all correspondence : _____

Code: _____

Employer Name: _____ Contact no: _____

Employer Address: _____ Suburb: _____

!!!! REGISTRATION FEE IS NOT REFUNDABLE!!!!

SECTION 3: PROGRAM DETAILS: Please indicate with a \checkmark the qualification you are registering for:

<u>QUALIFICATIONS</u>	<u>NQF LEVEL</u>	<u>TERM</u>	\checkmark
• National Diploma: Policing	6	1 Year	<input type="checkbox"/>
• National Certificate: Traffic Management	5	1 Year	<input type="checkbox"/>
• National Certificate: Resolving of Crime	5	1 Year	<input type="checkbox"/>
• National Certificate: Paralegal Practice	5	1 Year	<input type="checkbox"/>
• National Certificate: Close Protection	5	1 Year	<input type="checkbox"/>
• Private Investigator		Distance	<input type="checkbox"/>

SIGNATURE OF LEARNER: _____ Date: _____

HJN PRETORIA LEARNERS:

Fax number: 012 320 0317
 Account Name: HJN Training Pretoria
 Bank: FNB Bank, The Reds 250 655
 Account no: 626 712 506 96
 Ref: ID number/PLK

HJN POLOKWANE LEARNERS:

Fax number: 015 291 3931
 Account Name: HJN Training Polokwane
 Bank: FNB Bank, The Reds 250 655
 Account no: 626 712 692 09
 Ref: ID number/PLK

HJN DISTANCE LEARNERS:

Fax number: 086 758 4562
 Account Name: HJN Training Distance
 Bank: FNB Bank, The Reds 250 655
 Account no: 625 670 942 57
 Ref: ID number/DIS

HJN JOHANNESBURG LEARNERS:

Fax number: 011 403 0544
 Account Name: HJN Training Johannesburg
 Bank: FNB Bank, The Reds 250 655
 Account no: 626 712 577 83
 Ref: ID number/JHB

HJN VEREENIGING LEARNERS:

Fax number: 016 421 3560
 Account Name: HJN Training Vereeniging
 Bank: FNB Bank, The Reds 250 655
 Account no: 626 712 411 08
 Ref: ID number/VAAL