

## Qualification Guide – Close Protection 2018

Welcome as a learner in the National Certificate: Close Protection. This qualification articulates to the National Diploma: Policing. This means that when learners complete Close Protection (1<sup>st</sup> year) they qualify to register for the National Diploma: Policing (2<sup>nd</sup> year).

### 1. Entry Requirements

- A grade 12 certificate
- An equivalent NQF Level 4 qualification

### 2. Cost

The following is a breakdown of all the costs for this qualification.

#### Payments Structure

| <b>Terms</b>     | <b>Amount</b>   |
|------------------|---|
| Registration Fee | R250.00   |
| Deposit          | R2000.00 (As soon as you pay the deposit you will receive Learner Guide Module 1) |
| Installment      | R1599.00 x 10 months  |
| <b>Sub Total</b> | <b>R16000.00 + R2240.00 (14% VAT)</b>   |
| <b>TOTAL</b>     | <b><u>R18240.00</u></b>   |

#### Examination Fee

Examination fees – R150.00 per module per learner AND  
Re-examination fees – R150.00 per module per learner  
To be paid May or October.

#### Assessment

The qualification requires learners to conduct formative and summative assessments.

- Formative assessments (assignments) must be submitted and find competent to qualify for examination.
- Examinations will be every six months (6) June or October.

#### • Formative assessment

Each learner must submit an assignment (formative assessment) for each module.

#### • Summative assessment

Each learner must do a summative assessment (examination) for each module (during June or October).

***COSTS DO NOT INCLUDE UNIT STANDARDS OUTSOURCED. After successful completion of modules 1 to 4, learners need to complete module 5 (five) at a preferred training provider.***

### 3. How to enrol

Complete the enclosed registration form and attach the following documents:

- A copy of your ID/Passport
- Copy of your latest qualifications
- Proof of registration payment
- Proof of deposit payment
- Fax all above documents to the fax number indicated with our bank details below:

#### How to pay your fees:

- Please make use of the specified banking details below, and fax your proof of payment to the fax number indicated:

#### **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

Below is an outline of all modules and unit standards you will learn in this qualification.

**NATIONAL CERTIFICATE: CLOSE PROTECTION, SAQA ID 58696, TOTAL CREDITS 143**

**UNIT STANDARDS: Please notice that some Unit Standards are outsource to other providers.**

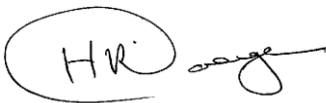
|    | MODULE  |             | ID     | UNIT STANDARD TITLE  | LEVEL   | CREDITS |
|----|---|-------------|--------|--|---------|---------|
| 1. | <b>MODULE 1<br/>PROTECTION<br/>SERVICES</b>   | Core        | 244330 | Compile a threat and risk assessment for a close protection operation  | Level 5 | 5       |
|    |   | Core        | 244319 | Provide close protection to designated persons whilst in transit   | Level 5 | 15      |
|    |   | Core        | 244327 | Provide pedestrian escort to designated persons within a close protection environment  | Level 5 | 15      |
|    |   | Core        | 244334 | Provide protection to designated persons whilst embussing or debussing   | Level 5 | 10      |
|    |   | Core        | 244317 | Provide static protection to designated persons.   | Level 5 | 15      |
| 2. | <b>MODULE 2<br/>PROFESSIONAL<br/>SERVICES</b> | Core        | 115311 | Apply advanced driving skills / techniques in defensive and offensive situations ( <b>OUTSOURCE</b> )                                | Level 5 | 9       |
|    |   | Fundamental | 120476 | Adhere to professional conduct and organisational ethics   | Level 5 | 4       |
|    |   | Fundamental | 117449 | Apply the general principles of criminal law to the investigation of crime   | Level 5 | 8       |
|    |   | Fundamental | 114871 | Know and apply diplomatic protocols and etiquette  | Level 5 | 8       |
| 3. | <b>MODULE 3<br/>PHYSICAL<br/>TECHNIQUES</b>   | Core        | 120486 | Demonstrate physical defensive restraining techniques  | Level 5 | 6       |
|    |   | Elective    | 244335 | Conduct security at an event   | Level 4 | 5       |
|    |   | Elective    | 120477 | Demonstrate tactical and street survival techniques  | Level 5 | 10      |
| 4. | <b>MODULE 4<br/>SOFT SKILLS</b>               | Core        | 7854   | Provide First Aid  | Level 4 | 4       |
|    |   | Elective    | 15096  | Demonstrate an understanding of stress in order to apply strategies to achieve optimal stress levels in personal and work situations | Level 5 | 5       |
|    |   | Elective    | 114226 | Interpret and manage conflicts within the workplace  | Level 5 | 8       |
| 5. | <b>MODULE 5<br/>FIREARMS</b>                  | Core        | 123510 | Apply tactical knowledge in the use of firearms ( <b>OUTSOURCE</b> )   | Level 4 | 5       |
|    |   | Core        | 123513 | Demonstrate tactical proficiency with a handgun ( <b>OUTSOURCE</b> )   | Level 4 | 5       |
|    |   | Core        | 123515 | Handle and use a handgun for business purposes ( <b>OUTSOURCE</b> )  | Level 4 | 3       |
|    |   | Elective    | 123511 | Handle and use a self loading rifle or carbine for business ( <b>OUTSOURCE</b> )   | Level 4 | 3       |

**4. Further your studies**

After completion of this qualifications you would be able to further your studies in e.g. National Diploma: Policing.

Based on our fifty five years hands on investigation experience, we are committed to ensuring that you start and make great strides in the field of criminal justice and Close Protection. Welcome to HJN Training, should you need any more information please do not hesitate to call us on 078 177 4023.

Thank you



**HJN VAN ROOYEN – 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 the qualification you are registering for:

| QUALIFICATIONS                             | NQF LEVEL | DEPOSIT    | TERM     | TOTAL      | <input checked="" type="checkbox"/> |
|--|-----------|------------|----------|------------|-------------------------------------|
| • National Diploma: Policing               | 6         | R3 000.00  | 1 Year   | R19 950.00 | <input type="checkbox"/>            |
| • National Certificate: Traffic Management | 5         | R 2 000.00 | 1 Year   | R18 240.00 | <input type="checkbox"/>            |
| • National Certificate: Paralegal Practice | 5         | R2 000.00  | 1 Year   | R18 240.00 | <input type="checkbox"/>            |
| • National Certificate: Close Protection   | 5         | R2 000.00  | 1 Year   | R18 240.00 | <input type="checkbox"/>            |
| • Private Investigator                     |           | R2 500.00  | Distance | R13 680.00 | <input type="checkbox"/>            |

SIGNATURE OF LEARNER: \_\_\_\_\_ Date: \_\_\_\_\_

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