

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

1st 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 244288 ▪ 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. (60%) ▪ 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. ▪ NB: 60% of your total tuition fees must have been paid for you to qualify to write examinations. 		

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 230026Manage the implementation of organisational strategies, policies and plans in a public sector environment 243114Manage tactical operations 230028Plan 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 243111Enhance the performance of employees 255994Manage the induction of new staff 7848Apply basic financial procedures to PFMA principals 114873Manage 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 253986Conduct an investigative interview 253982Handle suspects in the investigation of an alleged crime 253990Present 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

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

Payments Structure

Please contact our office for this information since it differs each year!

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

4. Examination Fees

Examination fees – R150.00 per module per learner.

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

5. How to pay your fees:

Please make use of the specified banking details which is applicable to you, and email your proof of payment to headoffice@hjntesting.co.za. To get these bank details you would have to contact our head office @ 0860 995 220.

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 ✓ the qualification you are registering for:

<u>QUALIFICATIONS</u>	<u>NQF LEVEL</u>	<u>TERM</u>	<u>✓</u>
• National Diploma: Policing	6	1 Year	<input type="checkbox"/>
• National Certificate: Traffic Management	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"/>
• Forensic Investigation		Distance	<input type="checkbox"/>
• Private Investigator		Distance	<input type="checkbox"/>

SIGNATURE OF LEARNER: _____ Date: _____