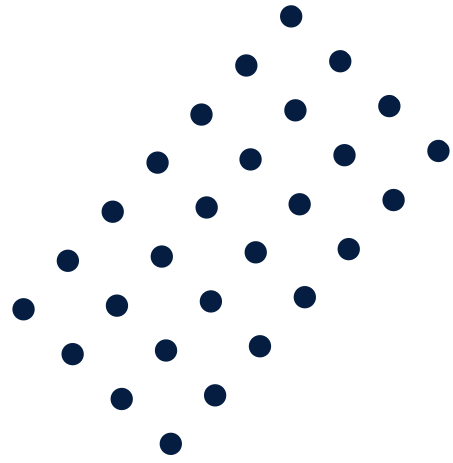


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Preparing for a brighter future ahead



**2025**

**CUMLAUDE INSTITUTE  
PROSPECTUS**

**1349 Parliament Rd  
De Built  
Phuthaditjhaba  
9870**



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[www.cumlaudeinstitute.co.za](http://www.cumlaudeinstitute.co.za)

# WELCOME TO CUMLAUDE INSTITUTE



## 2025 PROSPECTUS

Mobile

058 713 1300

Email:

[info@cumlaudeinstitute.co.za](mailto:info@cumlaudeinstitute.co.za)

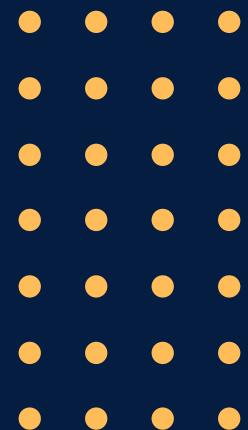
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# ABOUT US

Cumlaude Institute is an accredited Skills and Development Training Provider that is 100% Black owned. We specialize in Quality Management System (QMS) Implementation and research; we are also a QCTO accredited Training Provider. We offer Internship Programs to graduates and Learnership Programs to the youth of South Africa. Our Internship and Learnership Programs provide a professional learning experience, offering meaningful, practical work related to a student's field of study or career interest.

These programs focus on career exploration and development, as well as skill acquisition. Our training programs are interactive and last up to 12-18 months, delivered by qualified and experienced facilitators. We also offer continuous business monitoring, business development, and business advice to various business entities across different industries.

Additionally, we manufacture and produce specialized foods, including canned and preserved foods, dried fruits, processed dried meats, and more. Our goal is achieved through various initiatives such as disability mainstreaming, the inclusion of youth and women, and advocacy for the recognition of people with disabilities. Consequently, this approach ensures their participation in all spheres of empowerment and skills programs aimed at enhancing the well-being of society as a whole.

We operate within the boundaries of the Republic of South Africa, primarily in three regions: Gauteng, Eastern Cape, and Free State. For inquiries, clients and stakeholders can reach us at our Head Office, located in QwaQwa (Phuthaditjhaba).

## VISION

Our goal is achieved through, among other things, disability mainstreaming and inclusion, as well as advocacy for the recognition of both disabled and abled individuals, ensuring their inclusion in all spheres of employment and skills programs that aim to enhance the well-being of society at large.

## MISSION

Cum Laude Institute participates in activities aimed at improving the well-being and growth of graduates by establishing collaborative partnerships with us. As a result, we have fruitful partnerships with institutions and organizations that share a similar passion.

## OUR VALUES

People Accountability, Quality, Transparency, Professionalism and Ethics.

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# Message from the CEO.

**Cumlaude Institute is a 100% black-owned entity founded with the spirit of African excellence. Our company boasts an impressive track record in Business Development, Project Management, and Skills Development.**

**We offer accredited academic qualifications and are currently engaged in research on Rural Development, the Quantification of Human Capital, and the Fourth Industrial Revolution (4IR). Our company is also a SAQA- and ETQA-accredited provider.**

**We take pride in our team of qualified assessors, business developers, qualified QMS lead auditors, content developers, psychologists, and human capital experts.**

**Our leadership approach and passion are well known in the conference circuit for the expansive views we hold on skills development, learner engagement, and graduate outcomes.**

**Cumlaude Institute has a long track record in the facilitation and quantification of human capital. Over the years, we have focused on upskilling the most marginalized communities, particularly women and people living with disabilities in rural areas.**

**We have created jobs for over 648 graduates in the Free State, Eastern Cape, KZN, and Gauteng through our strong employment networks and work placement model. Our company has certified over 372 learners across various ETQA qualifications and has further registered 58 companies for our learners, particularly people living with disabilities.**

**Looking ahead, we are focused on accelerating the execution of our growth strategy while continuing to strengthen our brand. We aim to help our clients share knowledge, foster innovation, and bring positive change to the communities in which we work and live. I am incredibly excited about this journey and truly believe the best of Digital Business is yet to come!**

**Tsholo Mopeli  
CEO  
Cumlaude Institute**

# FoodBev Award Ceremony

“And the award goes to...”

**FoodBev Manufacturing Seta congratulates Cumlaude Institute and Rose Mugs on winning the appreciation and recognition awards for a successful partnership.**

The award ceremony was hosted by FoodBev Seta at the Radisson Hotel and Convention Centre in Johannesburg. Cumlaude Institute was nominated alongside Coca-Cola, the University of Johannesburg, and Nestle. Cumlaude Institute and Rose Mugs won these prestigious awards.



Nominees in the category were evaluated on criteria such as the best successful partnership for people with disabilities.

Through these awards, Cumlaude Institute takes pride in acknowledging and celebrating the extra mile and contributions made by its employees, which align with its mission and vision.

As the recipients of these awards, we stand as beacons of inspiration in the skills and development industry.

***“Preparing For A Brighter Future Ahead”...***

**“I am very excited to know that my work and that of my team is being recognized in such phenomenal spheres. Skills Development and Empowerment is what we stand for,” said CEO Tsholo Mopeli.**

# CUMLAUDE INSTITUTE CELEBRATED FOR ITS COMMITMENT TO INCLUSIVE SKILLS DEVELOPMENT



Cumlaude Institute was proudly recognized at the Food and Beverage SETA Stakeholder Recognition & Appreciation Awards Ceremony, held on Wednesday, 27th November 2024, in Cape Town. The institute was nominated under the Skills Development for People with Disabilities category, acknowledging its dedication to creating an inclusive and supportive learning environment.



This nomination reflects Cumlaude Institute's continuous efforts to empower individuals with disabilities through education and skills development, marking a significant achievement in its 2024 journey.

A true testament that hard work pays off!

Congratulations to the entire Cumlaude Institute team for this well-deserved recognition.

# CUMLAUDE INSTITUTE ACCREDITATION

**CUMLAUDE INSTITUTE PROUD TO HAVE BEEN ACCREDITED BY THE FOLLOWING PARTNERS:**



# **INSTITUTIONAL INFORMATION**

**Cumlaude Institute is a QCTO-accredited training provider for more than twenty occupational qualifications. An occupational qualification is one that is linked to a trade, occupation, or profession and is the result of work-related learning. Work experience is a crucial aspect of learning for those who hold an occupational qualification. These qualifications are primarily offered through vocational training programs and are often pursued by students seeking to enter the industry or enhance their job prospects. They are available in various industries, including transport, engineering, health, finance, and more.**

# REGISTERED LEARNING PROGRAMMES

## Department of transport and logistics

THE SOUTH AFRICAN TRANSPORT AND LOGISTICS SECTOR HAS RECENTLY UNDERGONE SIGNIFICANT IMPROVEMENTS, WITH MORE OVERHAULS UNDERWAY TO ADDRESS EXISTING BOTTLENECKS. AS THE BACKBONE OF THE SOUTHERN AFRICAN ECONOMY, SOUTH AFRICA'S TRANSPORTATION ENVIRONMENT IS EVOLVING TO ACCOMMODATE FUTURE DEMANDS, BOTH DIGITALLY AND IN TERMS OF VARIOUS MODES SUCH AS RAIL, ROAD, AND AIR.

CUMLAUDE INSTITUTE IS ACCREDITED WITH THE FOLLOWING OCCUPATIONAL QUALIFICATIONS UNDER DEPARTMENT OF TRANSPORT AND LOGISTICS.

|                                     | LEVEL       | CREDITS     | DURATION |
|-------------------------------------|-------------|-------------|----------|
| OC: Road Transport Manager          | NQF level 5 | 205 Credits | 2 Years  |
| OC: Supply and Distribution Manager | NQF Level 7 | 125 Credits | 1 Year   |
| OC: Supply Chain Practitioner       | NQF level 5 | 180 Credits | 2 Years  |
| OC: Bus Driver                      | NQF level 3 | 120 Credits | 1 Year   |
|                                     |             |             |          |

## **ADMISSION REQUIREMENTS**

### **OC: ROAD TRANSPORT MANAGER**

**NQF Level 4 qualification  
English HL/FAL/SAL**

**Occupational  
Certificate: Supply  
Chain Officer, NQF  
Level 6.**

### **OC: SUPPLY AND DISTRIBUTION MANAGER**

**NQF Level 4 qualification  
with Mathematical  
Literacy**

### **OC: SUPPLY CHAIN PRACTITIONER**

**NQF Level 4 qualification  
with Mathematics**

**Occupational Certificate:  
Transport Clerk.**

### **OC: Bus Driver**

**NQF Level 2**

**Appropriate vehicle  
license**



**For more information regarding the abovementioned qualifications, contact Ms.  
Semelane Boniwe at  
[semelane@cumlaudeinstitute.co.za](mailto:semelane@cumlaudeinstitute.co.za), or 058 713 1300.**

# EDUCATION

# WEALTH MANAGEMENT AND INSURANCE DEPARTMENT

Wealth management is a broad financial service that includes investment management, financial planning, estate planning, and other services designed to help individuals and families grow, preserve, and manage their wealth. It optimizes the use of financial assets and resources to achieve specific goals and ensure long-term financial well-being.

Cumlaude Institute is accredited with the following occupational qualifications under Wealth Management and Insurance Department.

|                                   | LEVEL       | CREDITS     | DURATION |
|-----------------------------------|-------------|-------------|----------|
| OC: Insurance Claim Administrator | NQF level 4 | 131 Credits | 2 Years  |
| OC: Financial Adviser             | NQF Level 6 | 515 Credits | 4 Years  |
| OC: Long Term Insurance Advisor   | NQF level 5 | 180 Credits | 2 Years  |
| OC: Investment Advisor            | NQF level 6 | 213 Credits | 2 Years  |

# Admission requirements

**OC: Insurance Claim Administrator**

NQF Level 4 qualification

**3 years' work experience in the Insurance industry**

**OC: Financial Adviser**

NQF Level 4 qualification with Communication

**OC: Long Term Insurance Advisor**

NQF Level 4 qualification with Communication

**OC: Investment Advisor**

NQF Level 4 qualification with Communication



For more information regarding the above mentioned qualifications, contact Ms. Masasa Mamanamolela at [masasa@cumlaudeinstitute.co.za](mailto:masasa@cumlaudeinstitute.co.za), or 058 713 1300.

EDUCATION



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# SCHOOL OF BUSINESS MANAGEMENT

**MANAGEMENT COURSES HAVE SEVERAL BENEFITS. THEY PROVIDE ESSENTIAL KNOWLEDGE FOR REAL-LIFE SITUATIONS. THIS KNOWLEDGE ALLOWS YOU TO BE A MORE EFFECTIVE LEADER AND DECISION-MAKER. THESE COURSES CONCENTRATE ON PERSONAL GROWTH. IT IMPROVES YOUR SELF-AWARENESS, LEADERSHIP ABILITY, AND INTERPERSONAL SKILLS. TAKING MANAGEMENT CLASSES CAN HELP YOU BOOST YOUR JOB. IT ALSO INCREASES YOUR CHANCES OF BEING PROMOTED AND TAKING ON LEADERSHIP RESPONSIBILITIES. THEY IMPROVE YOUR PROBLEM-SOLVING ABILITIES, WHICH ARE CRITICAL IN TODAY'S CHANGING CORPORATE ENVIRONMENT.**

**CUMLAUDE INSTITUTE IS ACCREDITED WITH THE FOLLOWING OCCUPATIONAL QUALIFICATIONS FOR SCHOOL OF BUSINESS MANAGEMENT.**

|  | <b>LEVEL</b>       | <b>CREDITS</b>     | <b>DURATION</b> |
|--|--------------------|--------------------|-----------------|
| <b>OC: Project Manager</b>                       | <b>NQF level 5</b> | <b>240 Credits</b> | <b>2 Years</b>  |
| <b>OC: Office Administrator</b>                  | <b>NQF Level 5</b> | <b>445 Credits</b> | <b>4 Years</b>  |
| <b>OC: Management Assistant</b>                  | <b>NQF level 5</b> | <b>316 Credits</b> | <b>3 Years</b>  |
| <b>OC: Recruitment Manager</b>                   | <b>NQF level 5</b> | <b>186 Credits</b> | <b>2 Years</b>  |
| <b>AOC: Human Resource management officer</b>    | <b>NQF level 6</b> | <b>134 Credits</b> | <b>2 Years</b>  |
| <b>OC: Small Business Consultant</b>             | <b>NQF level 6</b> | <b>244 Credits</b> | <b>2 Years</b>  |
| <b>OC: Marketing Coordinator</b>                 | <b>NQF level 5</b> | <b>175 Credits</b> | <b>2 Years</b>  |
| <b>Occupational Certificate: Quality Assurer</b> | <b>NQF level 5</b> | <b>106 Credits</b> | <b>1Years</b>   |

# ADMISSION REQUIREMENTS

**OC: Project  
Manager**

**OC: Office  
Administrator**

**OC: Management  
Assistant**

**OC:  
Recruitment  
Manager**

**AOC: Human  
Resource  
Management  
Officer**

**Communicatio  
n at NQF Level  
4.**

**Communicatio  
n at NQF Level  
4.**

**Communicatio  
n at NQF Level  
4.**

**Communicatio  
n at NQF Level  
4.**

**Communicatio  
n at NQF Level  
4.**

**Mathematical  
Literacy at  
NQF Level 4**

**Advanced  
Occupational  
Certificate:  
Human  
Resource  
Management  
Officer, Level 6**

**OC: Small  
Business  
Consultant**

**OC: Marketing  
Coordinator**

**Communicatio  
n at NQF Level  
4.**

**Communicatio  
n at NQF Level  
4.**

**For more information regarding the abovementioned qualifications, contact Ms Thaele Palesa at**

**Thaele@cumlaudeinstitute.co.za, or 058 713 1300.**

# INFORMATION AND COMMUNICATION TECHNOLOGY

DELVING INTO DIFFERENT AI AREAS, STUDENTS CAN DEVELOP "INTELLIGENT" COMPUTER SYSTEMS THAT ADDRESS

INTRICATE PROBLEMS AND PROVIDE MORE NATURAL AND EFFICIENT SERVICES TO PEOPLE. AI HAS SPARKED REVOLUTIONARY CONCEPTS AND ADVANCEMENTS IN INFORMATION TECHNOLOGY.

CUMLAUDE INSTITUTE IS ACCREDITED WITH THE FOLLOWING OCCUPATIONAL QUALIFICATIONS IN THE AREA OF INFORMATION AND COMMUNICATION TECHNOLOGY.

|                                      | LEVEL       | CREDITS     | DURATION |
|--------------------------------------|-------------|-------------|----------|
| OC: Cloud Administrator              | NQF level 4 | 149 Credits | 2 Years  |
| OC: Internet of things<br>ID 119 262 | NQF Level 4 | 141 Credits | 2 Years  |
| OC: Software Developer               | NQF level 5 | 220 Credits | 2 Years  |
| OC: Computer Technician              | NQF level 5 | 282 Credits | 3 Years  |

## ADMISSION REQUIREMENTS

OC: CLOUD ADMINISTRATOR

OC: INTERNET OF THINGS

OC: SOFTWARE DEVELOPER

OC: COMPUTER TECHNICIAN

NQF LEVEL 3 QUALIFICATION

NQF LEVEL 3 QUALIFICATION

NQF LEVEL 4 QUALIFICATION

NQF LEVEL 4 QUALIFICATION

FOR MORE INFORMATION REGARDING THE ABOVEMENTIONED QUALIFICATIONS, CONTACT MR  
KOLOBE KAMOHELO AT  
KOLOBE@CUMLAUDEINSTITUTE.CO.ZA, OR 058 713 1300.

## Quality Assurance Department

A significant emphasis on quality control helps to establish and sustain a company reputation. In the chemical sector, where the stakes are high, any quality failure can have major implications, such as product recalls, legal challenges, and a loss of consumer trust.

Cumlaude Institute is accredited with the following occupational qualifications for quality assurance in both services and chemical sectors.

|                               | <b>LEVEL</b>       | <b>CREDITS</b>     | <b>DURATION</b> |
|-------------------------------|--------------------|--------------------|-----------------|
| <b>OC: Quality Inspector</b>  | <b>NQF LEVEL 3</b> | <b>43 CREDITS</b>  | <b>3 Months</b> |
| <b>OC: Quality Controller</b> | <b>NQF Level 4</b> | <b>173 Credits</b> | <b>2 Years</b>  |
| <b>OC: Quality Assurer</b>    | <b>NQF level 5</b> | <b>106 Credits</b> | <b>1 year</b>   |

**OC: Quality Inspector**

**OC: Quality Controller**

**Occupational Certificate: Quality Assurer**

**NQF Level 3 qualification with  
Mathematical Literacy**

**NQF Level 2 qualification with  
Mathematical Literacy.**

**NQF Level 4 qualification**

**Occupational Certificate:  
Quality  
Inspector, NQF Level 3  
with 2 years  
assessed industry  
experience**

**Occupational Certificate: Quality  
Controller, NQF Level 4.**

**For more information regarding the abovementioned qualifications,  
contact Mr Moloï Johannes at  
Moloïlj@cumlaudeinstitute.co.za, or 058 713 1300.**

## Banking Department

Banks are increasingly recognizing the value of focusing on their core competencies while partnering more with third parties in areas where they lack a distinctive selling offer. The numerous advantages include increasing first-time conversion rates for loan applicants while cutting customer acquisition expenses and loan loss ratios.

Cumlaude Institute is accredited with the following occupational qualifications in the banking sector.

|                                   | LEVEL       | CREDITS     | DURATION |
|-----------------------------------|-------------|-------------|----------|
| OC: Bookkeeper                    | NQF level 5 | 364 Credits | 3 Years  |
| OC: Management Accounting Officer | NQF Level 5 | 180 Credits | 2 Years  |
| OC: Compliance Officer            | NQF level 6 | 240 Credits | 2 Years  |

### Admission requirements

#### OC: Bookkeeper

NQF Level 4 with Mathematics.

NQF Level 4 with Communication

#### OC: Management Accounting Officer

NQF Level 4 with Communication

NQF Level 4 with Mathematics.

Occupational Certificate:  
Management Accounting Officer,  
Level 5.

#### OC: Compliance Officer

Communication Skills at NQF

Level 4.  
Mathematical Literacy at NQF

Level 4.

For more information regarding the abovementioned qualifications, contact Ms Motaung Jane at

[Motaungmj@cumlaudeinstitute.co.za](mailto:Motaungmj@cumlaudeinstitute.co.za), or 058 713 1300.

# Food and Beverages Department

The food and beverage sector is significant for several reasons. First and foremost, it is a significant contributor to the world economy, earning billions of rands in income each year. Second, it is a fundamental aspect of human existence, giving humans the nourishment and energy they need to survive.

Cumlaude Institute is accredited with the following occupational qualifications in the food and beverages industry.

|  | LEVEL       | CREDITS     | DURATION |
|--|-------------|-------------|----------|
| IOC: Food and Beverages Process Machine Operator | NQF level 3 | 123 Credits | 1 Years  |
| IOC: Baking and Confectionery Operator           | NQF Level 3 | 123 Credits | 1 Years  |
| IOC: Food and Beverage Packaging Operator        | NQF Level 3 | 123 credits | 1 year   |

IOC: FOOD AND BEVERAGES PROCESS MACHINE OPERATOR

IOC: BAKING AND CONFECTIONERY OPERATOR

IOC: FOOD AND BEVERAGE PACKAGING OPERATOR

- An NQF Level 2 qualification with mathematics and communication.

For more information regarding the above mentioned qualifications, contact Mr Galo Mafa at

mafag@cumlaudeinstitute.co.za, or 058 713 1300.

# EDUCATION AND TRAINING DEPARTMENT

EDUCATION CONTRIBUTES TO THE ERADICATION OF POVERTY AND HUNGER, PROVIDING INDIVIDUALS WITH OPPORTUNITIES FOR A BETTER LIFE. THIS IS ONE OF THE PRIMARY REASONS WHY PARENTS SEEK TO KEEP THEIR CHILDREN IN SCHOOL AS LONG AS FEASIBLE. IT IS ALSO WHY GOVERNMENTS STRIVE TO IMPROVE ACCESS TO EDUCATION FOR BOTH CHILDREN AND ADULTS.

CUMLAUDE INSTITUTE IS ACCREDITED WITH THE FOLLOWING OCCUPATIONAL QUALIFICATIONS IN THE EDUCATION AND TRAINING SECTOR.

|   | <b>LEVEL</b>       | <b>CREDITS</b>     | <b>DURATION</b> |
|---|--------------------|--------------------|-----------------|
| <b>OC: Occupational Trainers</b>                    | <b>NQF level 4</b> | <b>124 Credits</b> | <b>1 Years</b>  |
| <b>AOD: Learning and Development Professional</b>   | <b>NQF Level 6</b> | <b>280 Credits</b> | <b>3 Years</b>  |
| <b>OC: Early Childhood Development Practitioner</b> | <b>NQF level 4</b> | <b>131 Credits</b> | <b>2 Years</b>  |

## ADMISSION REQUIREMENTS

### **Occupational Certificate: Occupational Trainers**

**NQF Level 4, with technical or occupational expertise who will act as a trainer of persons in the same field of expertise.**

### **Advance Occupational Diploma: Learning and Development Professional**

**Occupational Certificate: Training and Development Practitioner, NQF Level 5**

**Human Resources Management qualification at NQF Level 5 with minimum 3 years assessed work experience in the Learning and Development field**

### **Occupational Certification: Early Childhood Development Practitioner**

**National Certificate Vocational (NCV) at NQF Level 3**

**Any other NQF Level 3 qualification**

**For more information regarding the above mentioned qualifications, contact Mr Tsholo Mopeli at [ceo@cumlaudeinstitute.co.za](mailto:ceo@cumlaudeinstitute.co.za), or 058 713 1300.**

**EDUCATION**

# Wholesale and Retails Department

Small firms dominate the sector, while major stores contribute significantly to its workforce size and economic success. It is thus critical to improve its image while also identifying and developing skill sets for specific tasks in the industry.

Cumlaude Institute is accredited with the following occupational qualifications in the wholesale and retail industry.

|   | <b>LEVELS</b>      | <b>CREDITS</b>    | <b>DURATION</b> |
|---|--------------------|-------------------|-----------------|
| <b>OC: Sales Assistant (General) (Retail Sales Assistant)</b> | <b>NQF level 3</b> | <b>54 Credits</b> | <b>3 Months</b> |
| <b>OC: Dispatching and Receiving Clerk</b>                    | <b>NQF Level 3</b> | <b>34 Credits</b> | <b>3 Months</b> |
| <b>OC: Store Person</b>                                       | <b>NQF level 2</b> | <b>41 Credits</b> | <b>3 Months</b> |
| <b>OC: Cash office cleck</b>                                  | <b>NQF level 2</b> | <b>30 Credits</b> | <b>3 Months</b> |

## Admission requirements

**OC: Sales Assistant (General) (Retail Sales Assistant)**

**NQF Level 1 with Mathematics and Communication**

**OC: Dispatching and Receiving Clerk**

**NQF Level 1 with Mathematics and Communication**

**OC: Store Person**

**NQF Level 1 with Mathematics and Communication**

**For more information regarding the abovementioned qualifications, contact Mr Komane Innocent at [komane@cumlaudeinstitute.co.za](mailto:komane@cumlaudeinstitute.co.za), or 058 713 1300.**

# SUCCESS STORIES

## Bridging the Gap Between Learning and Employment

Finding a job in today's competitive market can be challenging, however at Cumlaude Institute, we ensure that our learners don't just complete their training, they step into fulfilling careers. Through our comprehensive learnership programs, we have successfully bridged the gap between education and employment, providing individuals with the skills, experience, and opportunities they need to succeed. These success stories highlight the journeys of those who have turned learning into lasting career success, proving that with the right support, anything is possible.



We are thrilled to celebrate the success of Pontsho Modia, who participated in the FPM internship under Cumlaude Institute. During her placement at Riverside Clinic, she gained valuable experience that became the stepping stone to her next opportunity. As a result of her dedication and the skills she acquired, Pontsho secured a contract position with the Department of Health.

We celebrate the achievement of Ntshioa Moliane, a dedicated learner under the FoodBev program managed by Cumlaude Institute. After successfully completing her practicals and earning her certificate, Ntshioa used her qualification to apply for jobs and her hard work paid off. She has now secured a permanent position as a cashier at Checkers.



Furthermore, we highlight the success of Razia Tau, a former learner under the FoodBev SETA program at Cumlaude Institute. After being placed at SPAR for her practical training in 2022, Razia's dedication and hard work led to her securing a permanent position as a merchandiser.



We are proud to share the inspiring journey of Tshepo Molebatsi, a former learner under the INSETA program at Cumlaude Institute. After successfully completing his practical training at Covision Funeral Services, Tshepo's dedication and hard work earned him a permanent position at the same company. His achievement is a testament to the impact of skills development and workplace readiness programs. Congratulations, Tshepo! We wish you continued success in your career.

We are incredibly proud of all our learners who have not only completed their training and received their certificates but have also secured employment through their hard work and dedication. Your success is a true testament to the power of skills development and workplace readiness.

At Cumlaude Institute, we remain committed to empowering individuals with the knowledge and experience needed to thrive in their careers. To all our graduates who have stepped into the workforce—congratulations! May this be the beginning of a rewarding and fulfilling journey. Keep striving for excellence, and may your careers continue to grow.



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# FINANCIAL POLICY

- **INITIAL PAYMENT:** Learners are required to pay 10% of the total fees, excluding the registration fee, prior to the commencement of training.
- **SUBSEQUENT PAYMENT:** The remaining balance is to be paid in quarterly installments, with each payment due before certification.
- **WITHDRAWAL AND REFUNDS:** In the event of withdrawal, a pro-rata refund will be issued to the learner.

**In conclusion, adherence to this financial policy ensures a transparent and equitable framework for all learners. By understanding and following these guidelines, learners can effectively manage their financial commitments throughout the training program**

# POLICY ON DISABILITY

Cumlaude Institute is committed to the principles of access, redress, transformation and equal opportunity.



Individual student accommodations can be made based on the confidential disclosure of special needs and/or disability.

We recommend these needs are discussed with the student advisor/s prior to enrolment to ensure that adequate accommodations relating to the technology for learning and assessments can be made to accommodate them.



Cumlaude Institute reserves the right to suggest alternative placement and guidance if it feels unable to accommodate the student's needs adequately.

The Project Manager and academic manager is available to assist students with further information and enquiries in this regard.

# RULES & CODES OF CONDUCT



**REGISTERED LEARNERS WILL BE EXPECTED TO ADHERE TO A CODE OF CONDUCT THAT WILL BE DISCUSSED DURING ORIENTATION AND DESCRIBED IN DETAIL IN THE STUDENT HANDBOOK. THIS CODE OF CONDUCT COVERS CONDUCT ON CUMLAUDE INSTITUTE PREMISES, CONDUCT DURING CLASS LESSONS AND THE SUBMISSION OF ACADEMIC WORK. THE CONSEQUENCES FOR POOR CONDUCT IS EXPLAINED IN THE STUDENT HANDBOOK AND CAN INCLUDE SUSPENSION OF ATTENDANCE.**

# STAY CONNECTED WITH US!!!

**TIKTOK**

**CUM LAUDE INSTITUTE**

**EMAIL**

**INFO@CUMLAUDEINSTITUTE.CO.ZA**



**LINKEDIN**

**CUM LAUDE INSTITUTE**

**FACEBOOK**

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**CUMLAUDE INSTITUTE**

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**TEL NO: 058 713 1300**

**📍 1349 PARLIAMENT ROAD  
PHUTHADITJHABA 9866**

**Cumlaude Institute Prospectus 2025**