

HUMAN RESOURCE MANAGEMENT COURSE BROCHURE 2022



INTRODUCTION

Welcome to the Human Resource Management Online Course Brochure!

Here you will find all the information you need to learn about this exciting course, its subjects and which colleges you can choose from!



WHY STUDY ONLINE?

There are loads of benefits to studying online - it's so convenient and can be done from anywhere, in YOUR OWN TIME! With our TVET Online Learning partners, we have designed our Human Resource Management Online Course to be accessible, affordable and engaging - making your online learning experience exceptional!

WITH ONLINE LEARNING, YOU WILL RECEIVE:

Flexible payment options:

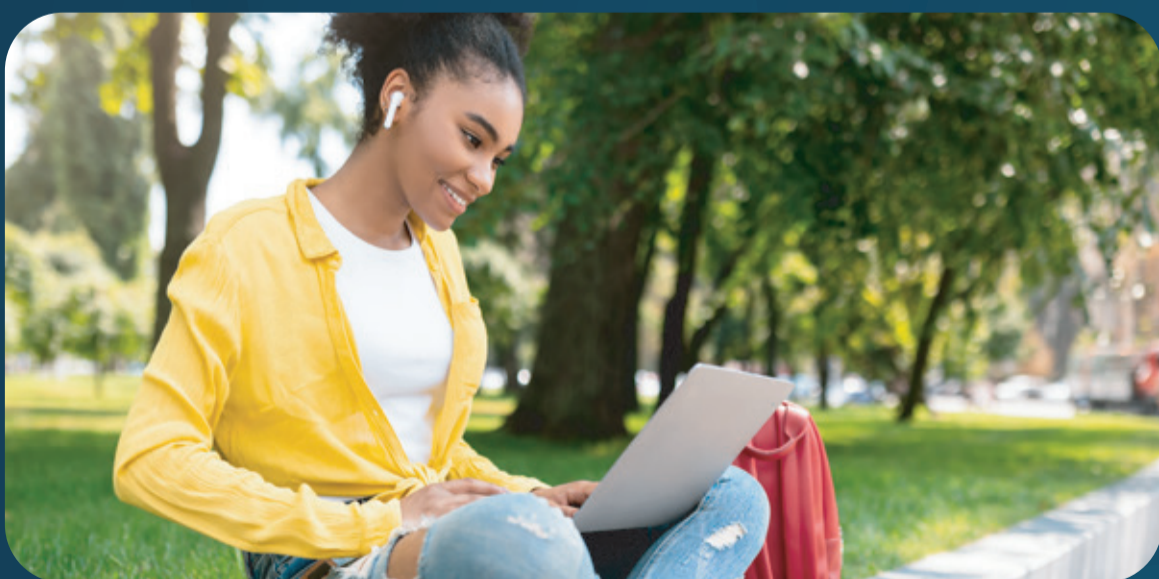
Now, you can choose from one of our interest-free payment plans.

Night and Day Assistance:

You can study at any time, so we are available at any time. Your Student Success Officers are there for your technical and administrative needs, 24/7.

Gamification:

Earn points and real-life rewards for doing your coursework and assignments.



Instant Acceptance:

Know if you qualify right away!

Online Registration:

No more long lines! Register, and upload your documents all through the portal.

Online Orientation:

Do your orientation from anywhere, in your own time. Just log in and start whenever you're ready.

ABOUT THIS COURSE:

The Human Resource Management National Diploma Course

equips students to serve as a link between an organization's management and its employees. Learn to provide training for all employees and facilitate induction, workshops and any other external and internal exercises to ensure a healthy work environment.

This course is available through:

Elangeni TVET College
uMfolozi TVET College
South Cape TVET College



**Elangeni
College**

Technical and Vocational
Education and Training



South Cape TVET College
Suid-Kaap Kollege
Ikholeji yasemZantsi-Kapa



COURSE BREAKDOWN:

Entrepreneurship and Business Management

Learn the basics of how to draw up a business plan. This module teaches you all the different aspects of starting your own business, by offering a holistic approach to entrepreneurial studies. Once you're accredited, you will be ready to facilitate the streamlining of all business processes while working inside an allocated budget.

Labour Relations

Labour Relations is the study of the professional relationship between any organisation and its staff.

Management Communication

Learn the different disciplines of communication, motivation, and self-image as tools in the organisation. You will also be taught how to properly write business communication documents.





Personnel Training

The Personnel Training module teaches students the basics of orienting and educating employees in the workplace. This form of training is usually exercised on entry-level employees as a way to familiarise them with the company and its procedures.

Computer Practice

This subject covers all the necessary programs a student will need to master in order to be effective in the modern day office environment. Learn how to navigate Microsoft Word, Excel, PowerPoint, Access, and basic internet and email functionality.

Personnel Management

Become an expert in personnel functions, starting with recruitment and selection through performance appraisal, remuneration, job evaluation, and how to deal with issues such as motivation, leadership, management, and communication. You will be taught the ins and outs of the employment contract from beginning to end.

Mercantile Law

Learn about Mercantile law in SA; a body of laws that govern the legal aspects and relationships of all businesses; both local and international commerce.



#GETREADYFORWORK

FEE STRUCTURE

Each certificate from N1 - N6 consists of 4 subjects which you will need to complete before being able to progress.

HUMAN RESOURCE STUDIES 2022

SUBJECTS:	1	2	3	4
Costs ^(Vat incl)	R1 886	R3 772	R5 658	R7 544
Instalment	-	R754,40	R1 131,60	R1 508,80

 A student may choose to do more subjects @ R 1 886,00 per subject.

HOW TO APPLY:

- 1** VISIT WEBSITE onlinelearning.thestudenthub.co.za
- 2** SELECT A COLLEGE AND CHOOSE THE COURSE YOU WANT TO STUDY
- 3** FILL IN THE QUICK APPLICATION FORM ON THE COURSE PAGE
- 5** WAIT 15 MINUTES TO FIND OUT IF YOU HAVE BEEN ACCEPTED
- 6** FOLLOW THE INSTRUCTIONS TO COMPLETE YOUR REGISTRATION AND BEGIN STUDYING

CONTACT US

Email: apply@thestudenthub.co.za

Whatsapp: 068 404 8888

thestudent hub