



On-line

Hotel School Information - 2022

June 28, 2021

Introduction:

NQtac Cape (Pty) Ltd, a leading Hospitality Training company is a registered training and examination centre for City & Guilds International (London), registered with South African Chefs Association (SACA) is fully accredited with the Culture, Arts, Tourism, Hospitality and Sport SETA (CATHSSETA) and accredited with Quality Council of Trades and Occupations (QCTO).

The company was originally established in 1995 to train and develop employees of leading Hotels and Hotel groups, predominantly in the 4 & 5 Star market, and this remains a core aspect of the business.

NQtac Hotel School was formed in 2003 with the intention to develop world-class hoteliers and chefs along with our industry partners. This has proven to be a winning combination for the past 17 years.

Current and past corporate clients include:

- City Lodge Group
- Shamwari Game Reserve
- Relais and Chateau hotels (Grande Roche, Morukuru)
- Leading Hotels of the World (Michelangelo)
- Labadi Beach Hotel (Ghana)
- Coral Strand Hotel (Seychelles)
- Windhoek Country Club and Swakopmund Hotel (Namibia)
- The Royal Palm Hotel (Tanzania)
- Mantis collection (South Africa, Rwanda and Nigeria)



NQtac Cape (PTY) Ltd Co reg: 2004/034119/07 CATHSSETA Registration Number: 613/P/00002 City & Guilds Registration: 543001 Dept of Education Provisional Registration: 2000/FE07/042 Tel: 044 873 4771 Fax: 0866 485 352 Website: www.nqtac.co.za PO Box 9640, George, 6530

Requirements:

1. Candidates can apply for registration at any time online by submitting the electronic application form or e-mailing the following documents to lisa@nqtac.co.za
 - a. CV (only if applicable)
 - b. Identity document or passport
 - c. If you are being sponsored, a letter from your company on the company letterhead indicating such.
2. Once the application has been accepted, you will be issued with an electronic tablet loaded with all the information related to the specific qualification chosen. This will include workbooks, assignments, tests, questions and documents for the onsite mentor to complete.
3. A minimum deposit of 20% is required on notice of acceptance before the tablet will be issued. The balance of the fees can be paid in advance, via stop order, or on a monthly basis thereafter.
4. Once the candidate has been accepted an assessor will be appointed. The assessor will be responsible for mentoring the candidate, providing guidance, feedback and support.
5. Assignments, projects, questions, and all other learning material will be loaded on the device and will be submitted to your assessor when completed.
6. The duration of each qualification through City & Guilds should take approximately 12 months. However, you can complete the qualification at your own time and pace, subject to the requirements in 7 and 9.
7. Should you not submit assignments for a period of 3 consecutive months, you may be removed from the programme at NQtac's discretion.
8. Assignments must be submitted consecutively and each assignment should take approximately 3 weeks to one month to complete.
9. All assignments must be completed and fees must be paid in full before you will be registered to write exams.
10. It is your responsibility to arrange for a practical session at a suitable organisation where you will be able to demonstrate your competence to your mentor (a senior person with subject matter expertise). Documentation will be provided for the workplace mentor to complete as part of your practical portfolio.
11. The workplace must be approved by NQtac and will be required to complete an on-site equipment form to ascertain if all the relevant equipment and resources are available for training and assessment purposes.
12. You will be required to compile a Portfolio of Evidence for the practical component of the qualification which consists of all your work, photographs, assignments, etc. you can use a USB drive to store photographs, videos and other multimedia documents which will become part of your portfolio.



Nqtac Cape (PTY) Ltd Co reg: 2004/034119/07 CAT-PSETA Registration Number: 613/P/00062 City & Guilds Registration: 543001 Dept of Education
Provisional Registration: 2008/FE07/042 Tel: 044 873 4771 Fax: 0866 485 352 Website: www.nqtac.co.za PO Box 9640, George, 6530

13. NQtac will arrange for an external verifier from City & Guilds to verify your assessment on completion of the qualification.
14. The international exam takes the form of a multiple-choice questionnaire and you will be required to write the exam at your nearest City & Guilds registered examination centre. NQtac will advise you as to where this is and will assist with the process.
15. You will receive your certificate from City & Guilds approximately 8 to 10 weeks after successful completion of the qualification.
16. Examination fees, the electronic tablet, all material, assessment and certification are included in the fee.
17. The tablet remains the property of the candidate after the qualification has been completed.

Qualifications:

Single Operational Management qualifications include:

- Food and Beverage (City & Guilds 8064)
- Reception Operations and Services (City & Guilds 8064)
- Accommodation Operations and Services (City & Guilds 8064)
- Food Preparation and Culinary Arts (City & Guilds 8064)

Hospitality Management (full programme) includes:

- Food and Beverage (City & Guilds 8064)
- Food Preparation and Culinary Arts (City & Guilds 8064)
- Reception Operations and Services (City & Guilds 8064)
- Accommodation Operations and Services (City & Guilds 8064)

Professional Cookery & Culinary Arts includes:

- Food Preparation and Culinary Arts (City & Guilds 8064)



Nqtac Cape (PTY) Ltd Co reg: 2004/034119/07 CAT-PSSETA Registration Number: 613/P/00062 City & Guilds Registration: 543001 Dept of Education
Provisional Registration: 2008/FE07/042 Tel: 044 873 4771 Fax: 0866 485 352 Website: www.nqtac.co.za PO Box 9640, George, 6530

Payment options:

- Payment in full, subject to a 15% discount, or
- A minimum deposit of 20% and the balance in 10 further payments, or
- Study loan, or
- On arrangement with the employer (a letter on a company letterhead must accompany the application in this case).

Note: There is a discount of 15% for full payment on acceptance to the Hotel School.

If 2 or more Qualifications are registered at the same time: e.g. Food and Beverage and Reception Operations, the fee is reduced by 30% for the second qualification and every subsequent qualification thereafter.

Please note that fees must be paid in full before you will be permitted to write the exams.

Payment plan:

Single Operational Management Qualifications; Professional Cookery and Culinary Arts (per programme)	
R40723.00+ 15% VAT	R46831.45
20% Deposit	R 9366.29
Balance in 10 payments of	R 3746.52
15% Discount of Full Payment	R39806.73

Hospitality Management Full Qualification	
R135832.00+15% VAT	R156206.80
15% Discount of full payment	R132775.78

Payment plan for Hospitality Management full qualification:

Year 1		Year 2		Year 3	
R45278.00 + 15% VAT	R52069.70	R45278.00 + 15% VAT	R52069.70	R45278.00 + 15% VAT	R52069.70
20% Deposit	R10413.94	20% Deposit	R10413.94	20% Deposit	R10413.94
Balance in 10 payments of	R4165.58	Balance in 10 payments of	R4165.58	Balance in 10 payments of	R4165.58



Nqta Cape (PTY) Ltd Co reg: 2004/034119/07 CAT-PSSETA Registration Number: 613/P/00062 City & Guilds Registration: 543001 Dept of Education Provisional Registration: 2008/FE07/042 Tel: 044 873 4771 Fax: 0866 485 352 Website: www.nqta.co.za PO Box 9640, George, 6530

