

**Umgungundlovu TVET College  
Faculty of Business Studies  
Part-Time Division**

**AMENDED TIME TABLE : SEMESTER 2 OF 2022 : N4 CLASSES**

SUBJECT	LEVEL	DAY	CAMPUS	CLASSES COMMENCE	TIME	EXAM DATES	ENROLMENTS	NO. OF UNITS
Computer Practice	N4	Saturday	Msunduzi	06 August 2022	08:30 - 12:30	#####		
Computerised Financial Systems	N4	Monday	Midlands	08 August 2022	17:00 - 20:00	#####		
Entrepreneurship & Business Man.	N4	Tuesday	Msunduzi	16 August 2022	17:00 - 19:00	#####		
Financial Accounting	N4	Thursday	Msunduzi	04 August 2022	17:00 - 20:00	#####		
Introductory Accounting	N4	Thursday	Msunduzi	04 August 2022	17:00 - 20:00	#####		
Management Communication	N4	Wednesday	Msunduzi	10 August 2022	17:00 - 19:00	##### #####		
Personnel Management	N4	Monday	Msunduzi	08 August 2022	17:00 - 19:00	#####		
Public Administration	N4	Monday	Msunduzi	08 August 2022	17:00 - 19:00	#####		

**PLEASE NOTE**

1. This Time Table is subject to change without notice.
2. UTVET College reserves the right to cancel any class due to insufficient enrolments.
3. Classes will run for the equivalent of 16 weeks.
4. In consultation with students, classes may be rescheduled, and/or additional classes arranged in order for lecturers' to complete the 16 weeks of tuition.
5. Attendance at the first class is compulsory. In order to write National Examinations, an 80% attendance policy will apply.
6. Class lists with lecturer and room allocations will only be displayed at the first class. Please follow strictly.
7. Classes for Computerised Financial Systems N4 will take place at our Midlands Campus.
8. Business Management and Financial Management students will write all their examinations at the Midlands Campus.