

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

AMENDED TIME TABLE : SEMESTER 2 OF 2022 : N5 CLASSES

SUBJECT	LEVEL	DAY	CAMPUS	CLASSES COMMENCE	TIME	EXAM DATES
Communication	N5	Saturdays	Msunduzi	#####	08:30 - 10:30	23 November 2022 25 November 2022
Computer Practice	N5	Mon/ Wed	Msunduzi	08 August 2022	17:00 -19:00	04 November 2022
Computerised Financial Systems	N5	Mondays	Midlands	08 August 2022	17:00 - 20:00	08 November 2022
Cost & Management Accounting	N5	Thursdays	Msunduzi	04 August 2022	17:00 - 20:00	29 November 2022
Entrepreneurship and Business Man.	N5	Fridays	Msunduzi	05 August 2022	17:00 -19:00	09 November 2022
Financial Accounting	N5	Wednesdays	Msunduzi	10 August 2022	17:00 - 20:00	16 November 2022
Information Processing	N5	Tues/ Thurs	Msunduzi	04 August 2022	17:00 - 19:00	02 November 2022
Labour Relations	N5	Saturdays	Msunduzi	06 August 2022	08:30 - 10:30	24 November 2022
Municipal Administration	N5	Saturdays	Msunduzi	06 August 2022	08:30 - 10:30	16 November 2022
Office Practice	N5	Saturdays	Msunduzi	06 August 2022	11:00 - 13:00	29 November 2022
Personnel Management	N5	Tuesdays	Msunduzi	16 January 1900	17:00 -19:00	11 November 2022
Personnel Training	N5	Thursdays	Msunduzi	04 August 2022	17:00 -19:00	29 November 2022
Public Administration	N5	Thursdays	Msunduzi	04 August 2022	17:00 -19:00	11 November 2022
Public Finance	N5	Tuesdays	Msunduzi	16 August 2022	17:00 -19:00	29 November 2022
Sales Management	N5	Tuesdays	Msunduzi	16 August 2022	17:00 -19:00	11 November 2022

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 a period 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. Business Management and Financial Management students will write all their examinations at the Midlands Campus.