

Kitso Ya Boleng
Academy

OVERVIEW



2027

TABLE OF CONTENTS

03 **WELCOME LETTER**

04 **ABOUT US**

03 **VISION & MISSION**

06 **KEY OBJECTIVES**

07 **ORGANIZATION MANAGEMENT
STRUCTURE**

08 **KYB ACADEMY VALUES**

09 **KYB ACADEMY PROGRAMMES**

10 **KYB ACADEMY: TECH**

14 **KYB ACADEMY: TEPP**

16 **KYB ACADEMY: ASAP**

18 **HOSPITALITY, ACCOMMODATION
& STUDENT SUPPORT**

21 **PROGRAMME OVERVIEWS**

A Word of Welcome

KITSO YA BOLENG NPC

Building our Youth for the Future.

Dear Prospective Student, Parents, Partners, and Supporters.

From all of us at Kitso Ya Boleng NPC, we extend a heartfelt appreciation and sincere thanks for taking the time to learn more about who we are and what we stand for. Welcome to the home of KYB Academy!

At KYB, we don't just see ourselves as an educational institution-being an NPO we see ourselves as a community-builder, a bridge to opportunity, a home for growth, and the beginning of excellence. Since opening our doors in the small town of Ottosdal in 2016, and planting roots in Potchefstroom in 2020, we have walked alongside our South African Youth from diverse backgrounds-many of whom simply needed someone to believe in their potential.

The investment we do isn't easy, but it's deeply personal and close to each and everyone's heart. Every programme we design, every class we teach, every skill we develop, and every young person we support is part of a bigger picture-one in which education becomes a force for equity, dignity, and meaningful change.

We positioned KYB Academy to answer a need we saw in our communities, young South African and Educational system: a need for technical skills that lead to jobs, for academic preparation that opens university doors, and for mentorship that doesn't end with a certificate. Our flagship programmes-TECH, TEPP, ASAP and GRADS-are more than just acronyms. They are living, breathing pathways to self-reliance, pride and employability. Behind these programmes is a team of people who care deeply: from our subject matter experts, student liaisons and other support staff who share their knowledge, check in on students' well-being, stay after hours, and leaders who constantly ask, "How can we do better?" We are proud of the heart that beats behind our work, and we know that real transformation happens when passion meets purpose.

To those who support us-through partnerships, funding, referrals, or encouragement-we say: THANK YOU! Your belief in our mission allows us to keep paving the way forward where we are building a future where young South Africans are equipped to lead, innovate, and succeed.

To the students who walk through our doors: we see you. Your journey matters, and we're honoured to be a part of it and see you excel beyond your dreams.

As you read through our company profile, we hope you not only understand what we do, but also why we do it. This is more than an organization. This is a shared vision-a belief that with the right tools and support, every young person can shape their own future.

With appreciation,

KYB Management Team

ABOUT US

→ OUR IDENTITY

Kitso Ya Boleng (KYB) Academy is a non-profit company founded in 2016 with the core belief that **KNOWLEDGE IS VALUE** - a principle reflected in our Setswana name. Our mission is to empower young South Africans, especially those from historically disadvantaged communities, by equipping them with the skills, knowledge, and values needed to thrive in both the workplace and society. We believe that education is not just a tool for employment, but a powerful agent for personal and community transformation.

As a registered private college and a QCTO-accredited skills provider, KYB Academy is committed to delivering high-quality education that meets national standards while remaining rooted in compassion, accessibility, and relevance. Our logo—a tree growing from a book—symbolizes our purpose: to nurture growth and sustainability through learning, with roots grounded in community and branches reaching toward opportunity.

→ OUR HISTORY

KYB Academy began its journey in the rural town of Ottosdal, where it was established to respond to the growing need for accessible, practical education in under-resourced communities. From the beginning, our focus was on creating pathways to self-reliance through learning.

In 2020, we relocated to Potchefstroom, where we found a broader platform to grow and deepen our impact. This move marked a significant evolution for the Academy, enabling us to expand our facilities, grow our team, and extend our reach to more students from across the province and beyond. With every new chapter, our commitment has remained the same: to break cycles of dependency by offering real, transformative educational opportunities to those who need them most.

→ OUR COMMITMENT

At KYB Academy, we are deeply committed to the holistic development of every student who walks through our doors. Education for us goes beyond the classroom. We strive to create a nurturing environment where young people can discover their potential, build confidence, and acquire not just technical skills, but the personal resilience and life tools they need to flourish. We believe that true empowerment comes from a combination of academic readiness, emotional wellbeing, and career preparedness. That's why our approach includes not only structured learning but also wellness support, mentorship, and community involvement. From partnerships with mental health professionals to extracurricular activities and community outreach programmes, we ensure that our students are supported as whole individuals.

Through every lesson taught, every hand trained, and every life touched, KYB Academy remains dedicated to one goal: transforming potential into purpose through the power of education.

VISION

To **PREPARE** and **EMPOWER** students for the economy of South Africa by providing **QUALITY EDUCATION** and **SKILLS DEVELOPMENT** in order to **BREAK** the cycle of **BENEFIT DEPENDENCY** and **INCREASE EFFICIENCY** in the **WORKPLACE**.

MISSION

Helping individuals to **identify** and **achieve** their development, growth and career goals

To provide students with **professional, practical** and **positive** learning experiences to cultivate **competent, effective** and **valuable** professionals

To **empower** students to maximize their career opportunities and academic pathways;

To design develop and market **top quality educational and training services** by adapting modern training methodology and selectively recruiting staff with the best qualifications and experience.

KEY OBJECTIVES

01

QUALITY IN EDUCATION

High-quality, research-driven academic outcomes that empower students with knowledge and skills for the future.

02

INNOVATION & RESEARCH

Promoting a culture of innovation, development, and research by providing state-of-the-art teaching and training facilities to foster collaborative spaces.

03

INCLUSIVITY

Ensure diversity, equity, and inclusion by promoting a welcoming atmosphere for students, lecturers, and support staff from various backgrounds and cultures.

04

COMMUNITY ENGAGEMENT

We encourage community involvement through pay-it-forward initiatives, partnerships, and knowledge-sharing initiatives.

05

TECHNOLOGY INTEGRATION

Utilise cutting-edge technology to enhance teaching, learning, and administrative processes, preparing students and employees for the digital future.

06

HEALTH & WELLNESS

KYB has facilities for physical fitness, mental health support, and overall well-being to promote a balanced lifestyle among our students.

Kitso Ya Boleng

ORGANIZATION MANAGEMENT STRUCTURE

Pierre Joubert
IT, Infrastructure &
Procurement Administrator

Tiaan Jooste
Chief Operating Officer

Frans Neveling
Academic Manager

Olwethu Mbenyana
Financial &
Administrative Manager

Thabile Nhlapo
Growth &
Development Manager

Theuns Bruce Smith
TEPP /ASAP
Programme Leader

Fanie Beeslaar
TECH Programme Leader



KYB ACADEMY VALUES

1

Respect & Empathy: We foster a culture where individuals are encouraged to recognise and value diverse perspectives, engage with others in a spirit of mutual respect, and cultivate empathy. This creates an inclusive, collaborative, and positive learning environment conducive to personal and interpersonal development.

2

Attitude & Resilience: A constructive attitude and resilient mindset are essential for long-term success. We promote a culture where students are empowered to approach challenges with optimism, maintain perseverance in the face of adversity, and actively engage with learning opportunities.

3

Integrity & Responsibility: We uphold the highest standards of honesty, ethical conduct, and accountability. Students are encouraged to act with integrity in all aspects of their lives and to take full responsibility for their actions, choices, and personal development.

4

Confidence & Growth: We aim to instil a strong sense of self-belief and continuous improvement. Students are supported in building confidence through achievement and self-reflection while embracing personal and professional growth as a lifelong commitment.

5

Gratitude & Compassion: Recognising the value of opportunity and the contributions of others, we encourage students to practice gratitude and demonstrate compassion. This mindset promotes humility, social responsibility, and meaningful engagement within their communities.

6

Health, Love & Energy: We believe that true growth stems from balance and well-being. By promoting healthy lifestyles, encouraging genuine care for oneself and others, and cultivating an energetic, positive outlook, we create an environment where individuals thrive personally and academically. This holistic approach strengthens both individual potential and collective success.

OUR PROGRAMMES

TECHNICAL SKILLS PROGRAMME

The TECH programme is focused on the training and development of qualified artisans through accredited occupational qualifications in high-demand technical trades. With a strong emphasis on practical, hands-on learning, TECH equips students with the skills and experience necessary to meet industry requirements and contribute meaningfully to the South African economy. The programme is designed to produce job-ready graduates capable of entering sectors such as engineering, construction, manufacturing, and automotive services.



TERTIARY EDUCATION PREPARATION PROGRAMME



The Tertiary Education Preparation Programme (TEPP) is designed to equip students with a solid academic foundation and the essential skills needed for success in higher education. With a core focus on orientation into the fields of Engineering, Education, Information Technology, and Finance, the programme sharpens critical thinking, scientific and mathematical reasoning, as well as advanced reading and comprehension. Beyond academic readiness, TEPP cultivates digital literacy, self-discipline, and intellectual curiosity—empowering students to confidently navigate the challenges of tertiary study and excel in their chosen pathways.

ACADEMY SHORT ACCREDITED PROGRAMMES

Our Academy Short Accredited Programmes (ASAP) are central to KYB Academy's mission of building brighter futures through learning excellence. ASAP combines research-driven methods with practical skill-building in a condensed timeframe, fostering critical thinking and continuous improvement. Led by passionate, experienced lecturers, these programmes equip students with real-world, industry-relevant skills that prepare them to succeed in high-demand careers across South Africa.



GRADUATE SUPPORT & ENRICHMENT PROGRAMME



GRADS provides ongoing academic, personal, and career support to KYB Academy students and alumni. Through mentorship, wellness resources, and professional development workshops, the programme helps bridge the gap between education and employment, preparing graduates for long-term success in the workforce.



QCTO ACCREDITED TECHNICAL SKILLS PROGRAMMES

KYB Academy's TECH programme reflects our deep commitment to building South Africa's future artisans through **world-class technical training**. Designed to meet the country's demand for scarce skills, the programme offers accredited occupational qualifications across a range of high-impact trades including Automotive Motor Mechanic, Boilermaker, Diesel Mechanic, Electrician, Millwright, Mechanical Fitter, Fitter and Turner, Transportation Electrician, Welder, and other skills courses. At the heart of the TECH programme is the belief that every student deserves access to meaningful, hands-on training that leads to real opportunities.

Our training facilities in Potchefstroom provide a modern, industry-aligned environment where students can develop practical expertise under the guidance of experienced professionals. We don't just train artisans—we shape capable, confident individuals who are ready to enter the workforce and contribute to the growth of key industries. More than just technical skills, the programme fosters **discipline, teamwork, and problem-solving-qualities** essential for success in today's job market. Through TECH, KYB Academy is proud to play a role in transforming education into employment, and ***potential into purpose***.

The information provided below regarding programme costs, intake dates, entry requirements, course duration, and inclusions upon registration is intended as a general guideline for prospective students of the TECH programme. It should not be construed as a final quotation or definitive statement of fees and conditions. Additional charges may apply based on individual circumstances, and all programme details are subject to change without prior notice at the sole discretion of KYB Academy.



***Customised
training
focussed on
employability***



KYB BRIDGING PROGRAMME AND ARTISAN AIDE PROGRAMME

KYB Academy's Technical Preparation Bridging Programme provides learners with the essential foundation to enter and excel in Occupational Certificate (OC) Artisan fields. Through a combination of interactive lecture sessions, and practical exposure, students gain the core skills and confidence needed for seamless integration into technical OC Artisan programmes. Training covers key subjects such as mathematics (N2 level), physics, literacy, and fundamental technical and engineering principles, ensuring a solid balance of theoretical understanding for practical application.

In addition, the programme emphasises problem-solving, discipline, and workplace readiness, equipping learners with both the academic and professional attributes required for success in further technical training and future employment.

The Artisan Aide Programme holds significant value in addressing the growing demand for skilled support within the trades sector. By preparing reliable and knowledgeable aides, the programme not only eases the workload of qualified artisans but also creates opportunities for learners to gain meaningful workplace exposure. This contributes to stronger, more efficient teams while fostering a pipeline of talent that can grow into future artisans. In this way, the programme supports both individual development and the broader goal of strengthening skills within the industry.

The information provided below regarding programme costs, intake dates, entry requirements, course duration, and inclusions upon registration is intended as a general guideline for prospective students of the TECH programme. It should not be construed as a final quotation or definitive statement of fees and conditions. Additional charges may apply based on individual circumstances, and all programme details are subject to change without prior notice at the sole discretion of KYB Academy.



***Customised
training
focussed on
employability***



NON-ACCREDITED TECHNICAL SKILLS PROGRAMMES

KYB Academy's Technical Skills Transfer Programmes are purpose-built to develop practical trade skills that meet both immediate industry demands and long-term national development goals. Designed for individuals seeking to enter or advance within the technical workforce, these short, high-impact courses strike a balance between theory and practice. Learners are equipped with the essential foundational knowledge, guided hands-on experience, and workplace readiness required to build confidence and competence in their chosen trade. The programmes also encourage critical thinking and adaptability, ensuring graduates can keep pace with evolving technologies and industry standards.

Each programme integrates workplace safety, problem-solving, and practical application, ensuring learners are not only technically capable but also confident and prepared for real job-site environments. By combining technical expertise with personal growth and professional discipline, these programmes go beyond skills training to build resilience, employability, and long-term career opportunities. **Phase 2 of our skill programmes offers learners the opportunity to specialise or broaden their skill set through various structured directions. These pathways may be pursued as alternatives to one another for more focused, industry-specific training, or they may be combined to create a more comprehensive and in-depth learning experience.**

Programme Offerings Include: Coded Welder Training; Wheel Alignment, Balancing & Fitment; CNC Milling and Lathe Operator; Welding and General Metalwork, Civil, Electrical & Plumbing, as well as Soft-Skills.

The information provided below regarding programme costs, intake dates, entry requirements, course duration, and inclusions upon registration is intended as a general guideline for prospective students of the TECH programme. It should not be construed as a final quotation or definitive statement of fees and conditions. Additional charges may apply based on individual circumstances, and all programme details are subject to change without prior notice at the sole discretion of KYB Academy.



***Customised
training
focussed on
employability***

TECHNICAL SKILLS PROGRAMMES (TECH)					
SUB-PROGRAMME	Intake Dates	Duration	Entry Requirements	What is included?	
QCTO Occupational Certificiates	1st Intake: January/February 2nd Intake: May 3rd Intake: September	Phase 1: 13 Months for Fitter & Turner. 15 Months for Transportation Electrician. 16 Months for Automotive Mechanic, Diesel Mechanic & Mechanical Fitter. 19 Months for Boilermaker, Electrician & Welder. 20 Months for Millwright. Phase 2: 14 Months for Boilermaker, Electrician & Welder. 17 Months for Automotive Mechanic, Diesel Mechanic & Mechanical Fitter. 18 Months for Transportation Electrician. 20 Months for Fitter & Turner. 26 Months for Millwright.	NQF 1 (Gr9), 40% for Mathematics, subject to an assessment by KYB Academy Diesel Mechanic, Welder, Boilermaker, Electrician: NQF 1 (Gr9), 40% for Mathematics & Science, subject to an assessment by KYB Academy Millwright: NQF 1(Gr9), 50% for Mathematics & Science, subject to passing the KYB Technical Preparation Bridging Programme	Toolbox Daily Lunch PPE	
QCTO Skills Programmes	1st Intake: January/February 2nd Intake: May 3rd Intake: September	Phase 1: 1 Month for WAL & B 4 Months for Coded Welder	NQF1 (Gr9), 50% for Mathematics & Science, subject to an assessment by KYB Academy OR NQF2 (Gr10), 40% for Mathematics, Mathematics Literacy or Technical Mathematics *1 Year’s welding experience *Must be 18y/o +	Daily Lunch PPE	
KYB Bridging Programme	1st Intake: January/February 2nd Intake: May 3rd Intake: September	5 Months	NQF 1 (Gr9), 50% for Mathematics & Science	Daily Lunch	
KYB Artisan Aide	Minimum of 5 candidates per intake	Level 1: 5 Days Level 2: 10 Days (Only selected topics) Level 3: 10 Days (Only selected topics)	NQF 1 (Gr9), 40% for Mathematics	Limited Toolbox Daily Lunch PPE	
Non NQF Skills Programmes	Subject to requirement	CNC Operator: 5–10 Days CNC G-Coding: 5 Days Wheel Alignment, – Balancing & Fitment: 4 Weeks SolidWorks & CNC Milling and Lathe Operator: 4 Weeks Welding: 4 Weeks Civil: 10 Days Electrical: 10 Days Plumbing: 10 Days Soft–Skills: 2 Days	NQF 1 (Gr9), 50% for Mathematics & Science, subject to a assessment by KYB Academy OR NQF 2 (Gr10), 40% for Mathematics, Mathematics Literacy or Technical Mathematics *G-Coding subject to engineering drawing	Daily Lunch PPE (Programme Dependant)	



TERTIARY EDUCATION PREPARATION PROGRAMME

The TEPP programme at KYB Academy is a transformative academic journey designed to prepare students for both the intellectual and personal demands of tertiary education. With a central focus on orientation in the fields of Engineering, Education, Information Technology, and Finance, TEPP goes far beyond a typical orientation course. It offers a rich, comprehensive learning experience that builds **critical thinking, scientific and mathematical reasoning, and advanced reading skills.**

Students engage in subjects such as **Further Studies Mathematics** and **Further Studies Science**, and may also participate in the KYB Advanced Reading Programme – an intensive component that strengthens reading speed, comprehension, and cognitive flexibility. These academic pillars are supported by a **structured and nurturing environment** that equally emphasizes **personal growth, digital literacy, and self-leadership**. Through consistent mentorship and tailored academic support, TEPP not only prepares students to meet university expectations – **it equips them to exceed them**. It builds habits of excellence, fosters resilience, and cultivates the confidence to thrive in any academic setting. At KYB Academy, TEPP is more than preparation; it's our commitment to empowering capable students—especially in high-demand fields – to step into higher education fully ready and deeply motivated.

The information provided below regarding programme costs, intake dates, entry requirements, course duration, and extras is intended as a general guideline for prospective students of the TEPP programme. It should not be construed as a final quotation or definitive statement of fees and conditions. Additional charges may apply based on individual circumstances, and all programme details are subject to change without prior notice at the sole discretion of KYB Academy.



***Develop &
Inspire
through
Education***

TERTIARY EDUCATION PREPARATION PROGRAMME (TEPP)

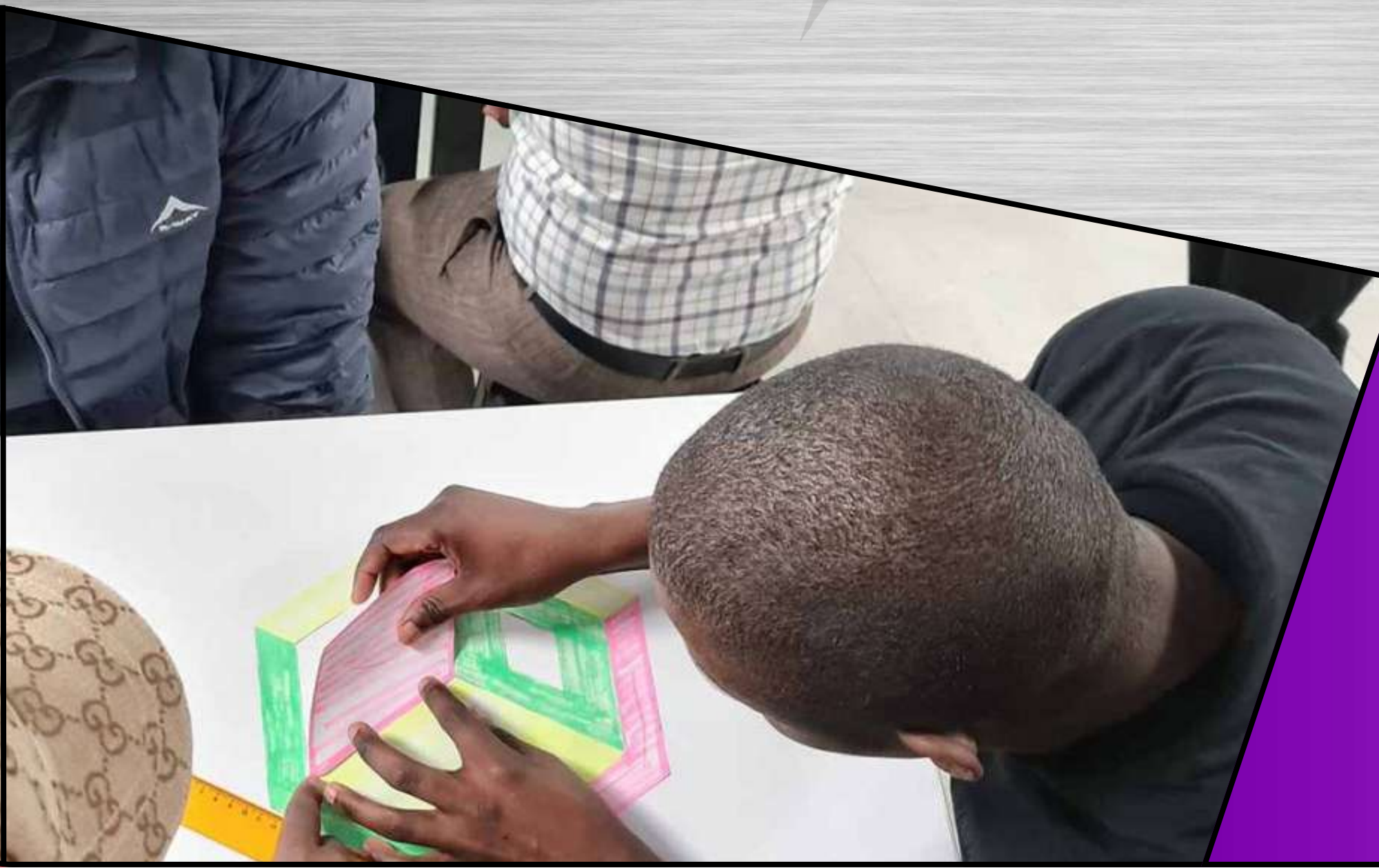
SUB-PROGRAMME	COURSE FOCUS	COURSE DURATION	COURSE FORMAT	ENTRY REQUIREMENTS	MODULES	ACCREDITED COURSES	STREAM
Tertiary Education Preparation	Tertiary Education (Degree/Diploma)	6 Months – 1 Year	In–Person Distance Learning via online platform	60%+ for Mathematics, Physical Science/Accounting, English FAL/HL 60% + for any other two subjects excluding Life Orientation	NSC Modules (Compulsory): Mathematics, Physical Science/Accounting, English Advanced modules (IEB): Further Studies Mathematics Further Studies Science Skills Development Modules: Coding & Robotics, Computer Skills & Applied Skills Workshops	SolidWorks Microsoft Office Specialist Project Management Essentials Entrepreneurship & Small Businesses Essentials Credit Management (Level 1 & 2)	Engineering Education Finance Information Technology Upgrade Year Distance Learning
Academic Skills Transfer Programmes	The Academic Teacher Assistant Training Programme prepares youth for school support roles, offering specializations in Lab, eCadre, and Curriculum Assistance, while building practical skills and workplace readiness.	4 Weeks	In–Person	Grade 10	-	Lab Assistant Curriculum Assistant eCadre Assistant	-
Soft Skills Transfer Programmes	This course builds workplace readiness through CV writing, interview skills, professional conduct, time management, teamwork, leadership, confidence, career planning, and accountability.	2 Weeks	In–Person	Grade 10	-	Professional Personal Brand Building	-



ACADEMY SHORT ACCREDITED PROGRAMMES

The ASAP programme at KYB Academy is designed for individuals who are eager to gain market-relevant skills in a focused, time-efficient manner. These courses offer a powerful entry point into specialised technical and professional fields, providing both foundational theory and applied practice without the time restraint of a full-length qualification. ASAP stands out for its responsiveness to real-world demands. Informed by ongoing dialogue with industry partners, each course is carefully developed to meet current workforce needs and equip learners with tangible, job-ready capabilities. Whether it's the Microsoft Office Specialist Programme or SolidWorks, students engage in hands-on learning experiences that prepare them to step directly into the workplace or enhance their existing career path. What truly sets KYB's ASAP programme apart is its accessibility and flexibility. It caters to a broad spectrum of learners. The courses are rooted in the same values that guide all of KYB's offerings: **excellence, empowerment, and transformation through education**. ASAP is more than a short course—it's a fast track to **capability, confidence, and employability**. By combining expert instruction, practical resources, and nationally recognized accreditation, KYB Academy ensures that every ASAP graduate leaves with more than a certificate—**they leave with momentum**.

The information provided below regarding programme costs, intake dates, entry requirements, course duration, and extras is intended as a general guideline for prospective students of the ASAP programme. It should not be construed as a final quotation or definitive statement of fees and conditions. Additional charges may apply based on individual circumstances, and all programme details are subject to change without prior notice at the sole discretion of KYB Academy.



***Ignite
Passion &
Shape Careers
Through
LEARNING***

Academy Short Accredited Programmes (ASAP)

Sub-Programme	Intake Dates	Course Focus	Duration	Entry Requirements	What is Included?
	1st Intake: January/February 2nd Intake: April/May 3rd Intake: July/August 4th Intake: October/November	Learn the fundamentals of 3D modelling, parametric design , and assembly creation using SolidWorks, with hands-on projects to develop practical skills for engineering and product design.	1 Week / Level	NSC (Gr12), Mathematics/ Mathematics Literacy English KYB Digital Literacy Module (1 week)	Course Content Exam Preparation Fee Exam
Microsoft Office Specialist	1st Intake: January/February 2nd Intake: June/July	Master key Microsoft Office applications (Word, Excel, PowerPoint, and Outlook) to enhance productivity, data management, and professional document creation .	2 Weeks / Discipline	Gr10 or equivalent	Course Content Exam Preparation Fee Exam
Project Management Essentials	1st Intake: January/February 2nd Intake: June/July	Gain essential project planning, execution, and monitoring skills , including risk management, budgeting, and team leadership , aligned with industry best practices.	2 Weeks	NSC (Gr12) or equivalent Mathematics/ Mathematics Literacy English KYB Digital Literacy Module (1 week)	Course Content Exam Preparation Fee Exam
Project Manager (NQF 5)	1st Intake: January/February 2nd Intake: June/July	The programme covers project planning, budgeting, scheduling, risk management, stakeholder communication , and team leadership , while incorporating workplace learning to develop real-world experience.	24 Months	NSC (Gr12), or NCV Level 4, or An NQF Level 4 qualification with: English (FAL) (50%+) and Mathematical Literacy (50%+) - Learners should have access to: A laptop, tablet, or smartphone Stable internet access Basic computer literacy Microsoft Office or equivalent productivity software	Moodle access Learner guides Facilitator support Internal assessments Practical activities Logbooks WIL monitoring Academic support Portfolio guidance Internal moderation LMS administration
Entrepreneurship & Small Businesses Essentials	1st Intake: January/February 2nd Intake: June/July	Explore the fundamentals of starting and managing a small business , covering business planning, financial management, marketing, and growth strategies .	2 Weeks	NSC (Gr12) or equivalent. Mathematics/ Mathematics Literacy English KYB Digital Literacy Module (1 week)	Course Content Exam Preparation Fee Exam
Credit Management (Level 1 & 2)	1st Intake: January/February 2nd Intake: June/July	Understand credit assessment, risk analysis, and debt collection strategies, equipping you with the skills to manage and maintain healthy credit systems in financial and business environments.	6 Weeks / Level	NSC (Gr12) or equivalent. Mathematics/ Mathematics Literacy English KYB Digital Literacy Module (1 week)	Course Content Exam Preparation Fee Exam
Business Fundamentals	Intake Cycle: 3 Weeks	This course introduces core business skills , including communication, finance, marketing, and management basics. Learners gain practical knowledge to support entry-level roles in administration, sales, or business support across various industries.	4 Weeks	NSC (Gr12) or equivalent, with Mathematics or Mathematics Literacy	Course Content Exam Preparation Exam Fee
Digital Literacy with Coding & Robotics Fundamentals	Intake Cycle: 3 Weeks	This course covers basic computer skills and digital applications , along with an introduction to coding and robotics . Learners explore programming languages, robotics principles, and the integration of hardware and software for practical use.	4 Weeks	NSC (Gr12) or equivalent, with Mathematics or Mathematics Literacy	Course Content Exam Preparation Exam Fee



GRADUATE SUPPORT & ENRICHMENT PROGRAMME

The GRADS Programme at KYB Academy is a holistic development journey designed to guide students from education into meaningful careers with confidence and purpose.

With a central focus on employability, workplace readiness, and personal growth, GRADS goes far beyond a traditional support system. It provides a structured blend of mentorship, professional development, and wellness initiatives that ensure students are equipped to navigate both professional and personal challenges.

Participants engage in career-readiness training, entrepreneurship exposure, applied workshops, and networking opportunities that build critical workplace skills and expand professional horizons. They benefit from continuous academic tracking, tailored interventions, and access to bursary administration, while also receiving psychosocial support through counselling, mediation, and health and wellness resources. These pillars are reinforced by KYB Academy's strong alumni network, which creates ongoing opportunities for guidance, connection, and career advancement. Through consistent mentorship and a focus on accountability, GRADS not only prepares students to meet workplace expectations, it equips them to exceed them. It cultivates resilience, sharpens leadership, and instills the confidence to thrive in diverse professional environments. At KYB Academy, GRADS is more than readiness; it is our commitment to shaping capable graduates into impactful leaders.

The information provided below regarding programme costs, intake dates, entry requirements, course duration, and extras is intended as a general guideline for prospective students of the ASAP programme. It should not be construed as a final quotation or definitive statement of fees and conditions. Additional charges may apply based on individual circumstances, and all programme details are subject to change without prior notice at the sole discretion of KYB Academy.

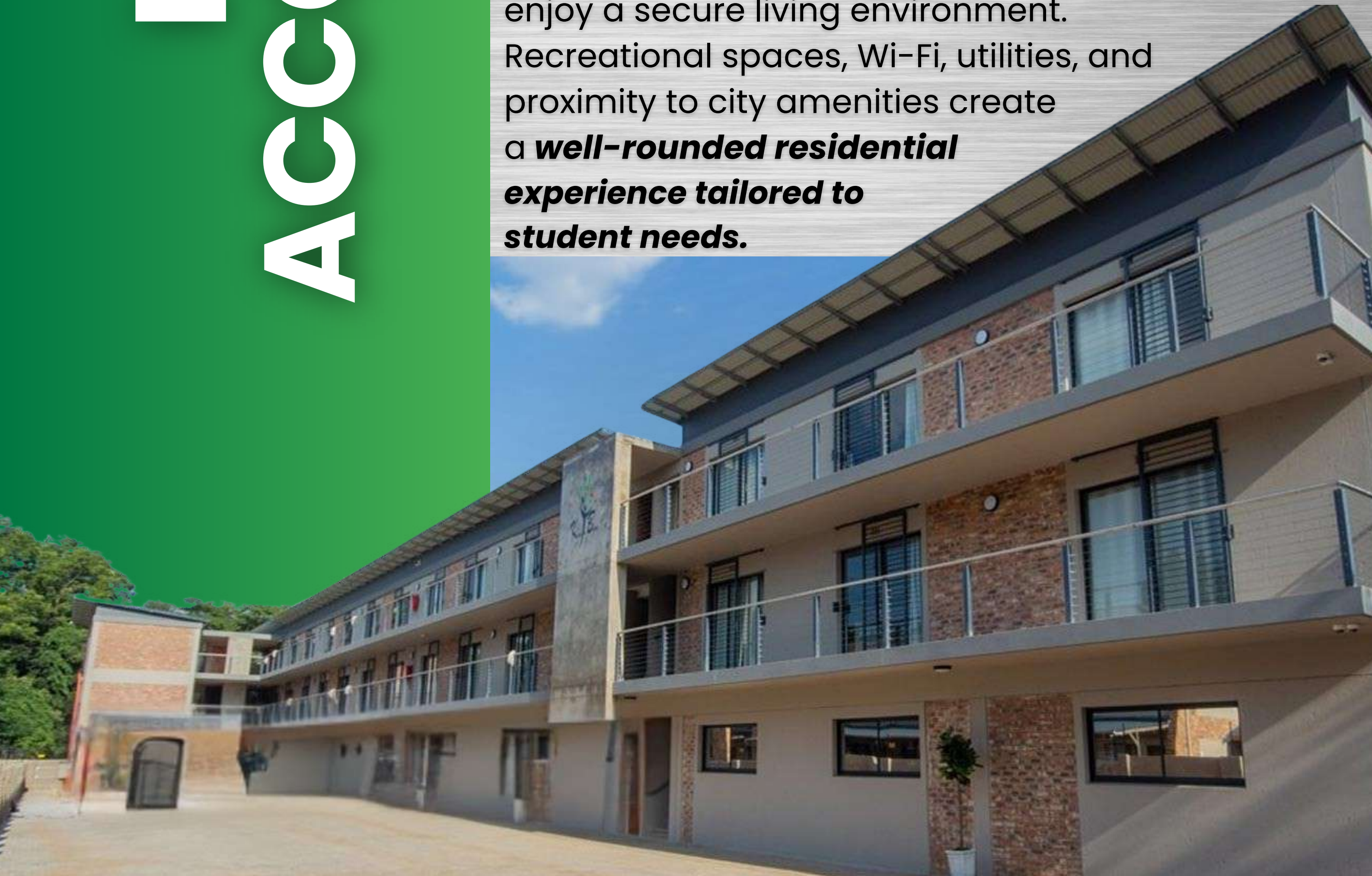


***Academic
EXCELLENCE
& Professional
DEVELOPMENT***

HOSPITALITY & ACCOMMODATION

KYB Academy's Hospitality Services

are integral to fostering a **supportive** and **conducive** learning environment. The on-campus canteen offers students convenient access to **affordable, nutritious** meals throughout the day, ensuring they remain **energized and focused** on their academic pursuits. By providing balanced meal options within a comfortable setting, the Academy promotes both **physical well-being** and a **sense of community** among students. This commitment to student welfare underscores and ties together with **KYB Academy's holistic approach** to education, where **nourishment and academic excellence go hand in hand. KYB Academy offers safe, fully-furnished** student accommodation designed for **comfort, convenience, and academic success**. Each unit includes essential amenities such as a bed, study desk, fridge, microwave, kitchenware, and a smart TV. With 24/7 security, biometric access, and on-site support, students enjoy a secure living environment. Recreational spaces, Wi-Fi, utilities, and proximity to city amenities create a **well-rounded residential experience tailored to student needs.**



STUDENT SUPPORT

At KYB Academy, we believe that student success goes **beyond academics**. Our Student Support services are built to nurture the whole student—**academically, emotionally, and professionally**. Through a combination of personal guidance, career development, and wellness resources, we ensure that every learner is supported throughout their educational journey.

The **GRADS – Graduate Support and Enrichment Programme** plays a central role in this offering. GRADS supports students **from their time at KYB through to university and early career stages**. This includes academic progress monitoring, personalised tutoring, bursary application and reapplication assistance, and access to a dedicated **Student Liaison Officer** who helps facilitate communication between students and external institutions. We also encourage participation in university workshops and skills-building initiatives to enhance academic performance and student engagement.

Career readiness is a key focus across all support programmes. KYB Academy regularly hosts workshops on topics such as **interview preparation, study techniques, CV writing, personal branding, and networking**—helping students build the confidence and skills necessary for professional success.

Our Student Support Centre (SSC) complements these efforts with **practical resources** and **structured programmes** that guide students through the transition from study to career. In addition, our team conducts regular student check-ins and facilitates peer connections to strengthen community and social adjustment.

Recognising the importance of psychosocial wellbeing, KYB Academy also partners with the **Centre for Health and Human Performance (CHHP)** at North-West University to provide individual and group counselling. These services address common challenges such as stress, social anxiety, peer and family pressure, and lack of motivation—**ensuring that students remain mentally and emotionally fit to pursue their goals**.

Together, these services reflect KYB Academy's commitment to empowering students to thrive not just in their studies, **but in life**.



PROGRAMME OVERVIEWS

KYB Academy offers a diverse range of programmes designed to equip learners with the knowledge, skills, and practical experience required to succeed in today's competitive workforce.

The following pages provide detailed overviews of our key offerings, starting with our **QCTO Certificates and Skills Programmes**, which combine structured theoretical instruction with hands-on practical training to prepare learners for in-demand trades. These programmes are carefully designed to develop technical competence, workplace readiness, and problem-solving skills, ensuring learners are well-prepared for entry-level roles and future career growth.

Our **Tertiary Education Preparation Programme (TEPP)** is aimed at learners seeking a strong academic foundation to enter higher education. TEPP offers multiple streams, including **Engineering, Education, Finance, IT, Upgrade Year, and TEPP Distance Learning**, catering to a wide range of academic interests and career aspirations. This programme provides learners with essential study skills, critical thinking abilities, and a solid understanding of foundational subjects, helping them confidently progress into tertiary education and long-term professional pathways.

For those looking for short, focused courses, our **ASAP Programmes** provide intensive, skills-focused training designed to develop practical expertise, enhance critical thinking, and build immediate workplace applicability. These programmes are ideal for learners who want to quickly gain specific skills while improving employability and professional confidence.

KYB Academy's suite of programmes is outlined as follows:

- Artisan Trade Programmes
- Accredited Skills Programmes
- Non-NQF Skills Programmes
- Short Skills Programmes
- Tertiary Education Preparation Programmes
- Soft Skills Programmes
- Academic Assistant Programmes

The programme overviews that follow provide comprehensive information on each course, including curriculum content, learning outcomes, and potential career pathways. They are intended to give learners, parents, and stakeholders a clear understanding of the opportunities available through KYB Academy and the practical, career-oriented skills each programme delivers.

With such a broad and carefully structured offering, KYB Academy ensures that there is a suitable pathway for every learner. Whether pursuing a trade, preparing for higher education, or developing targeted workplace skills, our programmes are designed to meet diverse needs and aspirations. This commitment to inclusivity and excellence allows KYB Academy to empower individuals at every stage of their personal, academic, and professional journey.



ARTISAN TRADE PROGRAMME

Automotive (Petrol) Mechanic

NQF Level 4

KYB Academy offers a comprehensive Automotive Motor Mechanic programme aimed at equipping students with both the theoretical knowledge and practical skills needed for a successful career in the automotive repair and maintenance industry. This programme is specifically designed to develop competencies in diagnosing, servicing, and repairing vehicles, and prepares students to work on key systems including engines, drivetrains, fuel systems, suspension, and vehicle electronics. With a strong emphasis on hands-on experience and industry-relevant training, the Automotive Motor Mechanic programme enables graduates to enter the workforce as confident, skilled artisans ready to meet the demands of the motor industry..

Duration:

Phase 1: 16 Months + myKYB-LMS Content
(Contact Sessions and Academic breaks)

Phase 2: 17 Months

Phase 3: 3 Months
(Subject to Logbook Verification and GAP Analysis Assessment & Training)

EISA Trade Test: 2 Weeks

Entry Requirements:

NQF 1 (Gr9), 40% for Mathematics, subject to an assessment by KYB Academy

16 years of Age

Programme Structure & Inclusions:

Phase 1: KYB Academy – Technical Campus

- Foundational theory, safety training, and core trade principles – Hybrid Content Delivery (Content Classroom & myKYB-LMS)
- Practical workshop training, assignments & projects (Individual & Group)
- Development of technical skills and problem-solving abilities
- Level 1: Soft skills training and development workshops

Phase 2: Workplace of Host Company

- SETA Workplace Approved Host Company Placement
- Real-world, hands-on workplace experience
- Application of theory through advanced techniques and projects
- Preparation and completion of Work-Integrated-Learning Logbook for industry certification

Phase 3: KYB Academy – Technical Campus and Assessment Centre

- Gap analysis to evaluate workplace learning
- Level 2: Soft Skills training and development workshops
- Assessment of advanced technical and problem-solving skills (Final Internal Summative Assessment)
- Trade Artisan Preparation and Certification Test (External Integrated Summative Assessment – EISA)

Trade Test EISA Information:

Application for Serial Number only to be submitted at the end of Phase 2 per regulation, and subject to QCTO and NAMB verification. Issuing of Serial Number within 3 months (delays to be communicated).

- Fully equipped trade-specific toolbox
- Personal Protective Equipment (PPE) set:
 - 2 x KYB Branded Overalls
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
 - 1 x Pair of Safety Shoes
 - 1 x Pair of Safety Goggles
 - 2 x Pairs of Safety Gloves
- Training Material & Consumables
- Microsoft AI Assigned License
- Lunch (Phase 1)

***accommodation not included & subject to availability**



***Focussed on
Employability***



ARTISAN TRADE PROGRAMME

Boilermaker

NQF Level 4

KYB Academy's Boilermaker programme prepares students for a specialised career in metal fabrication, plate work, and structural steel construction. Learners gain the skills needed to interpret engineering drawings, cut, assemble, and weld metal components, and fabricate structures used in mining, construction, and manufacturing industries. With a strong focus on practical application and safety, this programme ensures graduates are capable of producing work to exacting standards across a variety of industrial settings.

***accommodation not included & subject to availability**

Duration:

Phase 1: 19 Months + myKYB-LMS Content
(Contact Sessions and Academic breaks)

Phase 2: 14 Months

Phase 3: 3 Months
(Subject to Logbook Verification and GAP Analysis Assessment & Training)

EISA Trade Test: 2 Weeks

Entry Requirements:

NQF 1 (Gr9), 40% for Mathematics & 30% for Science, subject to an assessment by KYB Academy

16 years of Age

Programme Structure & Inclusions:

Phase 1: KYB Academy – Technical Campus

- Foundational theory, safety training, and core trade principles – Hybrid Content Delivery (Content Classroom & myKYB-LMS)
- Practical workshop training, assignments & projects (Individual & Group)
- Development of technical skills and problem-solving abilities
- Level 1: Soft skills training and development workshops

Phase 2: Workplace of Host Company

- SETA Workplace Approved Host Company Placement
- Real-world, hands-on workplace experience
- Application of theory through advanced techniques and projects
- Preparation and completion of Work-Integrated-Learning Logbook for industry certification

Phase 3: KYB Academy – Technical Campus and Assessment Centre

- Gap analysis to evaluate workplace learning
- Level 2: Soft Skills training and development workshops
- Assessment of advanced technical and problem-solving skills (Final Internal Summative Assessment)
- Trade Artisan Preparation and Certification Test (External Integrated Summative Assessment – EISA)

Trade Test EISA Information:

Application for Serial Number only to be submitted at the end of Phase 2 per regulation, and subject to QCTO and NAMB verification. Issuing of Serial Number within 3 months (delays to be communicated).

- Fully equipped trade-specific toolbox
- Personal Protective Equipment (PPE) set:
 - 2 x KYB Branded Overalls
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
 - 1 x Pair of Safety Shoes
 - 1 x Pair of Safety Goggles
 - 2 x Pairs of Safety Gloves
- Training Material & Consumables
- Microsoft AI Assigned License
- Lunch (Phase 1)



**Focussed on
Employability**



ARTISAN TRADE PROGRAMME

Diesel Mechanic

NQF Level 4

The Diesel Mechanic programme at KYB Academy offers hands-on training for students aiming to master the repair and maintenance of diesel-powered engines and heavy-duty systems. Covering everything from diagnostics and servicing to component overhauls, this course prepares students to work on commercial vehicles, trucks, agricultural machinery, and construction equipment. It's ideal for those looking to build a career in logistics, transport, agriculture, or mining.

***accommodation not included & subject to availability**

Duration:

Phase 1: 16 Months + myKYB-LMS Content
(Contact Sessions and Academic breaks)
Phase 2: 17 Months
Phase 3: 3 Months
(Subject to Logbook Verification and GAP Analysis Assessment & Training)
EISA Trade Test: 2 Weeks

Entry Requirements:

NQF 1 (Gr9), 40% for Mathematics & 30% for Science, subject to an assessment by KYB Academy
16 years of Age

Programme Structure & Inclusions:

Phase 1: KYB Academy - Technical Campus

- Foundational theory, safety training, and core trade principles - Hybrid Content Delivery (Content Classroom & myKYB-LMS)
- Practical workshop training, assignments & projects (Individual & Group)
- Development of technical skills and problem-solving abilities
- Level 1: Soft skills training and development workshops

Phase 2: Workplace of Host Company

- SETA Workplace Approved Host Company Placement
- Real-world, hands-on workplace experience
- Application of theory through advanced techniques and projects
- Preparation and completion of Work-Integrated-Learning Logbook for industry certification

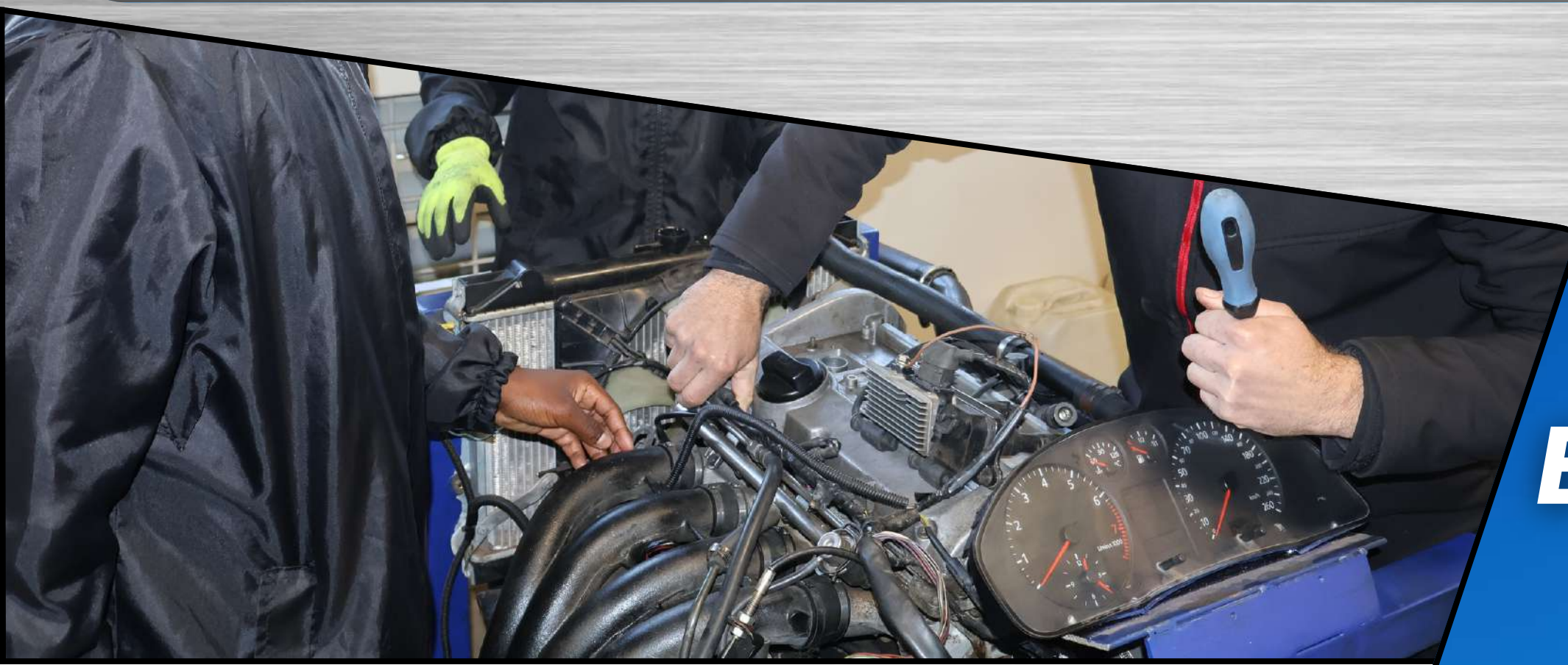
Phase 3: KYB Academy - Technical Campus and Assessment Centre

- Gap analysis to evaluate workplace learning
- Level 2: Soft Skills training and development workshops
- Assessment of advanced technical and problem-solving skills (Final Internal Summative Assessment)
- Trade Artisan Preparation and Certification Test (External Integrated Summative Assessment - EISA)

Trade Test EISA Information:

Application for Serial Number only to be submitted at the end of Phase 2 per regulation, and subject to QCTO and NAMB verification. Issuing of Serial Number within 3 months (delays to be communicated).

- Fully equipped trade-specific toolbox
- Personal Protective Equipment (PPE) set:
 - 2 x KYB Branded Overalls
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
 - 1 x Pair of Safety Shoes
 - 1 x Pair of Safety Goggles
 - 2 x Pairs of Safety Gloves
- Training Material & Consumables
- Microsoft AI Assigned License
- Lunch (Phase 1)



**Focussed on
Employability**



ARTISAN TRADE PROGRAMME

Electrician NQF Level 4

KYB Academy's Electrician programme provides comprehensive training in the installation, maintenance, and repair of electrical systems in residential, industrial, and commercial environments. Students gain theoretical knowledge and practical skills in wiring, fault finding, electrical safety, and control systems. The course is structured to meet national standards, ensuring graduates are well-prepared for certification and in-demand roles in the electrical field.

***accommodation not included & subject to availability**

Duration:

Phase 1: 19 Months + myKYB-LMS Content
(Contact Sessions and Academic breaks)
Phase 2: 14 Months
Phase 3: 3 Months
(Subject to Logbook Verification and GAP Analysis Assessment & Training)
EISA Trade Test: 2 Weeks

Entry Requirements:

NQF 1 (Gr9), 40% for Mathematics & 30% for Science, subject to an assessment by KYB Academy
16 years of Age

Programme Structure & Inclusions:

Phase 1: KYB Academy - Technical Campus

- Foundational theory, safety training, and core trade principles - Hybrid Content Delivery (Content Classroom & myKYB-LMS)
- Practical workshop training, assignments & projects (Individual & Group)
- Development of technical skills and problem-solving abilities
- Level 1: Soft skills training and development workshops

Phase 2: Workplace of Host Company

- SETA Workplace Approved Host Company Placement
- Real-world, hands-on workplace experience
- Application of theory through advanced techniques and projects
- Preparation and completion of Work-Integrated-Learning Logbook for industry certification

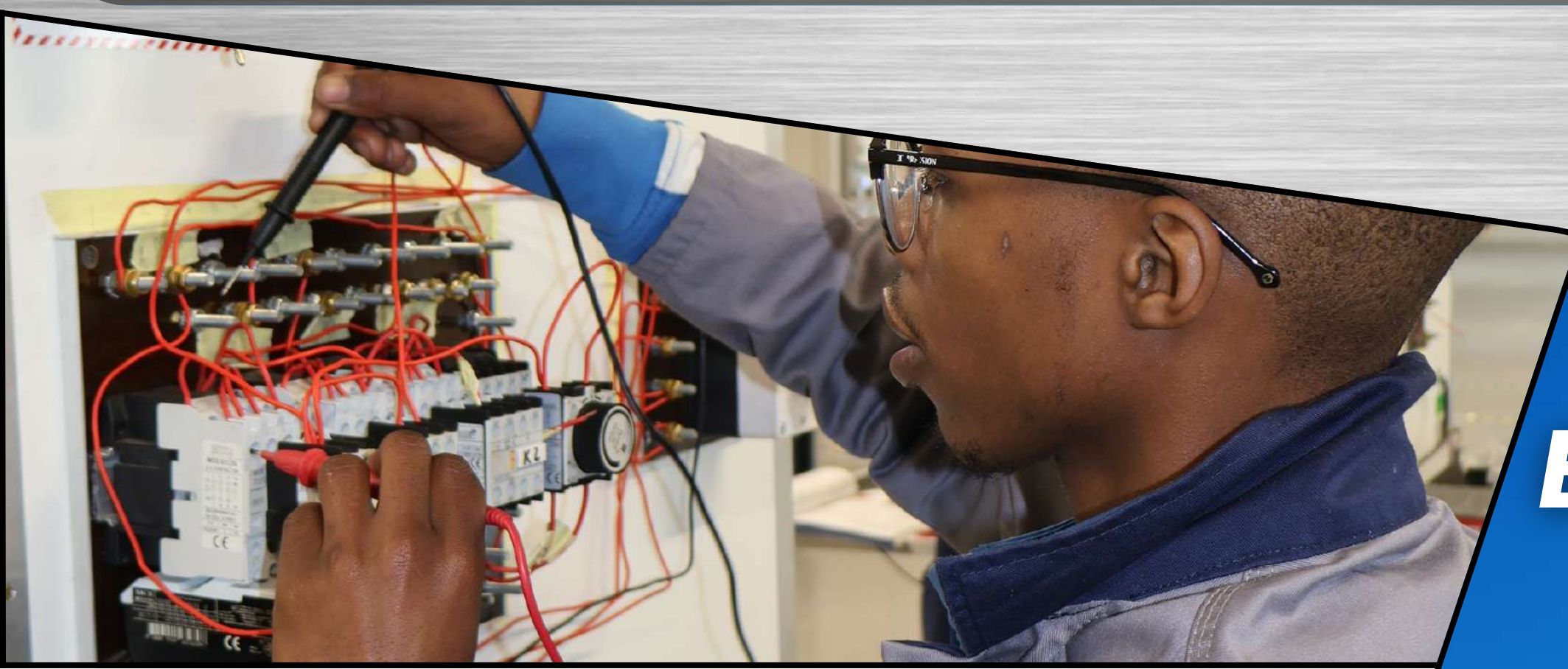
Phase 3: KYB Academy - Technical Campus and Assessment Centre

- Gap analysis to evaluate workplace learning
- Level 2: Soft Skills training and development workshops
- Assessment of advanced technical and problem-solving skills (Final Internal Summative Assessment)
- Trade Artisan Preparation and Certification Test (External Integrated Summative Assessment - EISA)

Trade Test EISA Information:

Application for Serial Number only to be submitted at the end of Phase 2 per regulation, and subject to QCTO and NAMB verification. Issuing of Serial Number within 3 months (delays to be communicated).

- Fully equipped trade-specific toolbox
- Personal Protective Equipment (PPE) set:
 - 2 x KYB Branded Overalls
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
 - 1 x Pair of Safety Shoes
 - 1 x Pair of Safety Goggles
 - 2 x Pairs of Safety Gloves
- Training Material & Consumables
- Microsoft AI Assigned License
- Lunch (Phase 1)



**Focussed on
Employability**



ARTISAN TRADE PROGRAMME

Fitter & Turner

NQF Level 4

The Fitter & Turner programme trains students in the precision machining, fitting, and turning of mechanical parts and equipment. Learners are taught to read and interpret technical drawings, operate lathes and milling machines, and assemble components to tight tolerances. This programme is a strong fit for those interested in manufacturing, engineering maintenance, and industrial machine building.

***accommodation not included & subject to availability**

Duration:

Phase 1: 13 Months + myKYB-LMS Content
(Contact Sessions and Academic breaks)

Phase 2: 20 Months

Phase 3: 3 Months
(Subject to Logbook Verification and GAP
Analysis Assessment & Training)

EISA Trade Test: 2 Weeks

Entry Requirements:

NQF 1 (Gr9), 40% for Mathematics, subject to an
assessment by KYB Academy

16 years of Age

Programme Structure & Inclusions:

Phase 1: KYB Academy - Technical Campus

- Foundational theory, safety training, and core trade principles
- Hybrid Content Delivery (Content Classroom & myKYB-LMS)
- Practical workshop training, assignments & projects (Individual & Group)
- Development of technical skills and problem-solving abilities
- Level 1: Soft skills training and development workshops

Phase 2: Workplace of Host Company

- SETA Workplace Approved Host Company Placement
- Real-world, hands-on workplace experience
- Application of theory through advanced techniques and projects
- Preparation and completion of Work-Integrated-Learning Logbook for industry certification

Phase 3: KYB Academy - Technical Campus and Assessment Centre

- Gap analysis to evaluate workplace learning
- Level 2: Soft Skills training and development workshops
- Assessment of advanced technical and problem-solving skills (Final Internal Summative Assessment)
- Trade Artisan Preparation and Certification Test (External Integrated Summative Assessment - EISA)

Trade Test EISA Information:

Application for Serial Number only to be submitted at the end of Phase 2 per regulation, and subject to QCTO and NAMB verification. Issuing of Serial Number within 3 months (delays to be communicated).

- Fully equipped trade-specific toolbox
- Personal Protective Equipment (PPE) set:
 - 2 x KYB Branded Overalls
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
 - 1 x Pair of Safety Shoes
 - 1 x Pair of Safety Goggles
 - 2 x Pairs of Safety Gloves
- Training Material & Consumables
- Microsoft AI Assigned License
- Lunch (Phase 1)



***Focussed on
Employability***



ARTISAN TRADE PROGRAMME

Mechanical Fitter

NQF Level 4

KYB Academy's Mechanical Fitter programme equips students with the expertise to install, assemble, and maintain mechanical machinery and equipment across a wide range of industries. Training includes working on pumps, valves, motors, and conveyor systems, with a strong emphasis on alignment, testing, and preventative maintenance. Graduates are well-prepared for careers in mining, utilities, manufacturing, and industrial engineering.

***accommodation not included & subject to availability**

Duration:

Phase 1: 16 Months + myKYB-LMS Content
(Contact Sessions and Academic breaks)
Phase 2: 17 Months
Phase 3: 3 Months
(Subject to Logbook Verification and GAP Analysis Assessment & Training)

EISA Trade Test: 2 Weeks

Entry Requirements:

NQF 1 (Gr9), 40% for Mathematics, subject to an assessment by KYB Academy

16 years of Age

Programme Structure & Inclusions:

Phase 1: KYB Academy - Technical Campus

- Foundational theory, safety training, and core trade principles - Hybrid Content Delivery (Content Classroom & myKYB-LMS)
- Practical workshop training, assignments & projects (Individual & Group)
- Development of technical skills and problem-solving abilities
- Level 1: Soft skills training and development workshops

Phase 2: Workplace of Host Company

- SETA Workplace Approved Host Company Placement
- Real-world, hands-on workplace experience
- Application of theory through advanced techniques and projects
- Preparation and completion of Work-Integrated-Learning Logbook for industry certification

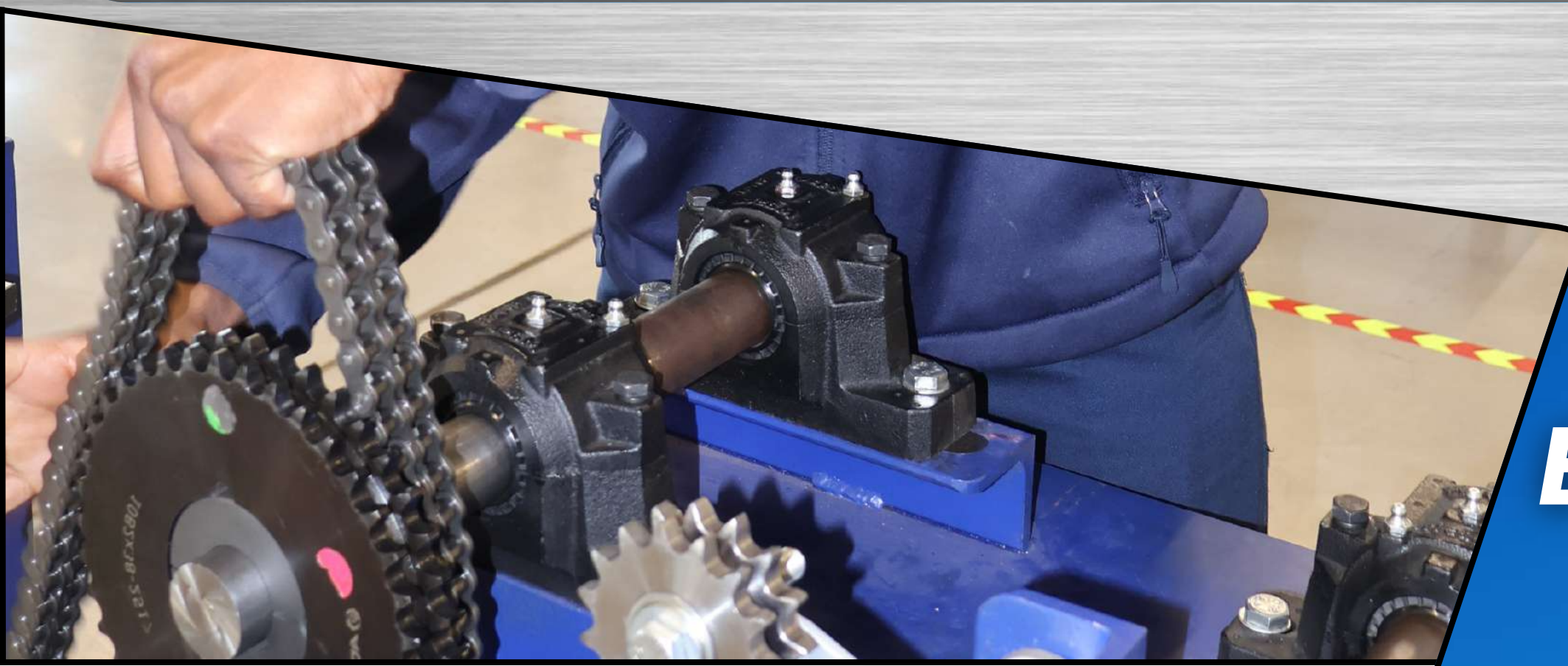
Phase 3: KYB Academy - Technical Campus and Assessment Centre

- Gap analysis to evaluate workplace learning
- Level 2: Soft Skills training and development workshops
- Assessment of advanced technical and problem-solving skills (Final Internal Summative Assessment)
- Trade Artisan Preparation and Certification Test (External Integrated Summative Assessment - EISA)

Trade Test EISA Information:

Application for Serial Number only to be submitted at the end of Phase 2 per regulation, and subject to QCTO and NAMB verification. Issuing of Serial Number within 3 months (delays to be communicated).

- Fully equipped trade-specific toolbox
- Personal Protective Equipment (PPE) set:
 - 2 x KYB Branded Overalls
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
 - 1 x Pair of Safety Shoes
 - 1 x Pair of Safety Goggles
 - 2 x Pairs of Safety Gloves
- Training Material & Consumables
- Microsoft AI Assigned License
- Lunch (Phase 1)



**Focussed on
Employability**



ARTISAN TRADE PROGRAMME

Millwright NQF Level 4

The Millwright programme at KYB Academy offers dual-specialised training in both electrical and mechanical systems, producing multi-skilled artisans capable of installing, maintaining, and repairing industrial equipment. This high-demand qualification is essential for complex automation and production environments, and prepares students for roles in heavy industry, food processing, and manufacturing.

***accommodation not included & subject to availability**

Duration:

Phase 1: 20 Months + myKYB-LMS Content
(Contact Sessions and Academic breaks)
Phase 2: 26 Months
Phase 3: 3 Months
(Subject to Logbook Verification and GAP Analysis Assessment & Training)

EISA Trade Test: 2 Weeks

Entry Requirements:

NQF 1(Gr9), 50% for Mathematics, subject to passing the KYB Technical Preparation Bridging Programme

Mathematics, 16 years of age.

Programme Structure & Inclusions:

Phase 1: KYB Academy - Technical Campus

- Foundational theory, safety training, and core trade principles - Hybrid Content Delivery (Content Classroom & myKYB-LMS)
- Practical workshop training, assignments & projects (Individual & Group)
- Development of technical skills and problem-solving abilities
- Level 1: Soft skills training and development workshops

Phase 2: Workplace of Host Company

- SETA Workplace Approved Host Company Placement
- Real-world, hands-on workplace experience
- Application of theory through advanced techniques and projects
- Preparation and completion of Work-Integrated-Learning Logbook for industry certification

Phase 3: KYB Academy - Technical Campus and Assessment Centre

- Gap analysis to evaluate workplace learning
- Level 2: Soft Skills training and development workshops
- Assessment of advanced technical and problem-solving skills (Final Internal Summative Assessment)
- Trade Artisan Preparation and Certification Test (External Integrated Summative Assessment - EISA)

Trade Test EISA Information:

Application for Serial Number only to be submitted at the end of Phase 2 per regulation, and subject to QCTO and NAMB verification. Issuing of Serial Number within 3 months (delays to be communicated).

- Fully equipped trade-specific toolbox
- Personal Protective Equipment (PPE) set:
 - 2 x KYB Branded Overalls
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
 - 1 x Pair of Safety Shoes
 - 1 x Pair of Safety Goggles
 - 2 x Pairs of Safety Gloves
- Training Material & Consumables
- Microsoft AI Assigned License
- Lunch (Phase 1)



**Focussed on
Employability**



ARTISAN TRADE PROGRAMME

Welder NQF Level 4

KYB Academy's Welder programme delivers expert training in various welding methods, including arc, MIG, TIG, and gas welding. Students learn to work with a range of metals and develop the ability to fabricate and repair structures and components to precise specifications. Ideal for careers in construction, shipbuilding, pipeline installation, and metal fabrication, this programme is built on practical mastery and industry compliance.

***accommodation not included & subject to availability**

Duration:

Phase 1: 19 Months + myKYB-LMS Content
(Contact Sessions and Academic breaks)
Phase 2: 14 Months
Phase 3: 3 Months
(Subject to Logbook Verification and GAP Analysis Assessment)
EISA Trade Test: 2 Weeks

Entry Requirements:

NQF 1 (Gr9), 40% for Mathematics & 30% for Science, subject to an assessment by KYB Academy
16 years of Age

Programme Structure & Inclusions:

Phase 1: KYB Academy - Technical Campus

- Foundational theory, safety training, and core trade principles - Hybrid Content Delivery (Content Classroom & myKYB-LMS)
- Practical workshop training, assignments & projects (Individual & Group)
- Development of technical skills and problem-solving abilities
- Level 1: Soft skills training and development workshops

Phase 2: Workplace of Host Company

- SETA Workplace Approved Host Company Placement
- Real-world, hands-on workplace experience
- Application of theory through advanced techniques and projects
- Preparation and completion of Work-Integrated-Learning Logbook for industry certification

Phase 3: KYB Academy - Technical Campus and Assessment Centre

- Gap analysis to evaluate workplace learning
- Level 2: Soft Skills training and development workshops
- Assessment of advanced technical and problem-solving skills (Final Internal Summative Assessment)
- Trade Artisan Preparation and Certification Test (External Integrated Summative Assessment - EISA)

Trade Test EISA Information:

Application for Serial Number only to be submitted at the end of Phase 2 per regulation, and subject to QCTO and NAMB verification. Issuing of Serial Number within 3 months (delays to be communicated).

- Fully equipped trade-specific toolbox
- Personal Protective Equipment (PPE) set:
 - 2 x KYB Branded Overalls
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
 - 1 x Pair of Safety Shoes
 - 1 x Pair of Safety Goggles
 - 2 x Pairs of Safety Gloves
- Training Material & Consumables
- Microsoft AI Assigned License
- Lunch (Phase 1)



Focussed on Employability



ARTISAN TRADE PROGRAMME

Transportation Electrician

NQF Level 4

KYB Academy's Transport Electrician programme focuses on the electrical systems within vehicles, including ignition, lighting, communication, and safety components. The course provides extensive training in diagnostics, fault-finding, and repairs, allowing students to work confidently on passenger, commercial, and heavy-duty vehicles. This niche skillset is valuable in the transport, automotive, and logistics industries.

***accommodation not included & subject to availability**

Duration:

Phase 1: 15 Months + myKYB-LMS Content
(Contact Sessions and Academic breaks)
Phase 2: 18 Months
Phase 3: 3 Months
(Subject to Logbook Verification and GAP
Analysis Assessment & Training)

EISA Trade Test: 2 Weeks

Entry Requirements:

NQF 1 (Gr9), 40% for Mathematics, subject to an
assessment by KYB Academy

16 years of Age

Programme Structure & Inclusions:

Phase 1: KYB Academy - Technical Campus

- Foundational theory, safety training, and core trade principles
- Hybrid Content Delivery (Content Classroom & myKYB-LMS)
- Practical workshop training, assignments & projects (Individual & Group)
- Development of technical skills and problem-solving abilities
- Level 1: Soft skills training and development workshops

Phase 2: Workplace of Host Company

- SETA Workplace Approved Host Company Placement
- Real-world, hands-on workplace experience
- Application of theory through advanced techniques and projects
- Preparation and completion of Work-Integrated-Learning Logbook for industry certification

Phase 3: KYB Academy - Technical Campus and Assessment Centre

- Gap analysis to evaluate workplace learning
- Level 2: Soft Skills training and development workshops
- Assessment of advanced technical and problem-solving skills (Final Internal Summative Assessment)
- Trade Artisan Preparation and Certification Test (External Integrated Summative Assessment - EISA)

Trade Test EISA Information:

Application for Serial Number only to be submitted at the end of Phase 2 per regulation, and subject to QCTO and NAMB verification. Issuing of Serial Number within 3 months (delays to be communicated).

- Fully equipped trade-specific toolbox
- Personal Protective Equipment (PPE) set:
 - 2 x KYB Branded Overalls
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
 - 1 x Pair of Safety Shoes
 - 1 x Pair of Safety Goggles
 - 2 x Pairs of Safety Gloves
- Training Material & Consumables
- Microsoft AI Assigned License
- Lunch (Phase 1)



**Focussed on
Employability**



ACCREDITED SKILLS PROGRAMME

Coded Welder

NQF Level 4

This skills programme equips learners master welding techniques such as SMAW/MMA, GMAW/MIG/MAG, and GTAW/TIG. The combination of theoretical and practical components will provide a strong foundation in health and safety principles, ensuring the production of high-quality, code-compliant welds that meet industry standards for safety and quality.

***accommodation not included & subject to availability**

Duration: 6 Months

Minimum Group Size: 5 delegates

Entry Requirements:

NQF 1 (Gr9), 50% for Mathematics & Science, subject to an assessment by KYB Academy
OR

NQF 2(Gr10), 40% for Mathematics/ Mathematics Literacy/Technical Mathematics
1 Year Welding Experience
18 years of Age

Programme Structure & Inclusions:

Phase 1: Knowledge Modules (KM)

- Classroom-based learning and theoretical foundations.
- Introductory safety workshops and essential principles.
- Establishing a strong academic and technical base.

Phase 2: Practical Modules (PM)

- Hands-on training and workplace-simulated projects.
- Integration of theory with advanced practical techniques.
- Skill development focused on real-world application and certification.

Phase 3: Final Integrated Supervised Assessment (FISA)

- Evaluation of practical competence through complex scenarios.
- Assessment of theory-to-practice integration.
- Certification readiness for skills programmes.

- Fully equipped trade-specific toolbox
- Personal Protective Equipment (PPE) set:
 - 2 x KYB Branded Overalls
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
 - 1 x Pair of Safety Shoes
 - 1 x Pair of Safety Goggles
 - 2 x Pairs of Safety Gloves
- Training Material & Consumables
- Microsoft AI Assigned License
- Lunch (Phase 1)



***Focussed on
Employability***



NON-NQF SKILLS PROGRAMME

Technical Preparation Bridging Programme

KYB Academy's Technical Preparation Bridging Programme provides learners with the essential foundation to enter and excel in Occupational Certificate (OC) Artisan fields. Through a combination of interactive lecture sessions, and practical exposure, students gain the core skills and confidence needed for seamless integration into technical OC Artisan programmes. Training covers key subjects such as mathematics (N2 level), physics, literacy, and fundamental technical and engineering principles, ensuring a solid balance of theoretical understanding for practical application.

***accommodation not included & subject to availability**

Duration: 5 Months

Entry Requirements:

NQF 1 (Gr9), 50% for Mathematics & Science,
subject to an assessment by KYB Academy
OR
NQF 2(Gr10), 40% for Mathematics/
Mathematics Literacy/Technical
Mathematics.

Programme Structure & Inclusions:

Phase 1: Knowledge Modules (KM)

- Classroom-based learning and theoretical foundations.
- Introductory safety workshops and essential principles.
- Establishing a strong academic and technical base.

Phase 2: Practical Modules (PM)

- Hands-on training and workplace-simulated projects.
- Integration of theory with advanced practical techniques.
- Skill development focused on real-world application and certification.

Phase 3: Final Integrated Supervised Assessment (FISA)

- Evaluation of practical competence through complex scenarios.
- Assessment of theory-to-practice integration.
- Certification readiness for skills programmes.

• Training Material:

Training material, Learner Manuals & Learning Resources

• Microsoft A1 Assigned License



***Focussed on
Employability***



NON-NQF SKILLS PROGRAMME

Artisan Aide Programme

The Artisan Aide Programme is designed to equip learners with practical trade and technical skills to effectively support artisans in various workplace settings. Participants gain experience in assisting with hands-on tasks, managing tools and equipment, and providing support in day-to-day operations. The programme also emphasises safety, problem-solving, and professionalism, ensuring that trainees are confident and capable of contributing to a productive and skilled working environment. By combining technical knowledge with practical application, the training prepares assistants to play a vital role in supporting qualified artisans and fostering growth within the trades sector.

***accommodation not included & subject to availability**

Duration:

Level 1: 5 Days / 1 Week
Level 2: 10 Days / 2 Weeks
Level 3: 10 Days / 2 Weeks

Entry Requirements:

NQF 1 (Gr9), 40% for Mathematics
16 years of Age

Programme Structure & Inclusions:

Level 1: Basic Core Modules (PM)

- Classroom-based learning and theoretical foundations.
- Introductory safety workshops and essential principles.
- Establishing a strong academic and technical base.

Level 2: Specialization Practical Modules (PM)

Note: Only 1 Field of Specialization to be selected, with selected topics per field.

- Specialization Field A: Diesel Mechanic (Automotive)
- Specialization Field B: Electrical
- Specialization Field C: Fitting
- Specialization Field D: Welding

Level 3: Advanced Practical Modules (PM)

Note: Continue per Field of Specialization from Level 2, with selected topics per field.

- Specialization Field A: Diesel Mechanic (Automotive)
- Specialization Field B: Electrical
- Specialization Field C: Fitting
- Specialization Field D: Welding

• Training Material:

- Training material, Learner Manuals & Learning Resources
- Includes: Limited Toolbox and PPE (Jacket, Gloves & Safety- & Welding Goggles)

Safety Shoes compulsory (learner to be in possession)



Focussed on Employability



NON-NQF SKILLS PROGRAMME

Wheel Alignment, -balancing & fitment

This module introduces learners to safety, vehicle systems, suspension, steering, and wheel alignment principles. It is designed for beginners and follows a step-by-step approach from basic concepts to practical application. By completing this skill programme, learners will be able to identify various steering and mechanical components, as well as explain, diagnose and perform basic wheel alignment procedures.

***accommodation not included & subject to availability**

Duration: 4 Weeks

Entry Requirements:

Grade 10

Programme Structure & Inclusions:

Module 1 – Safety and Basic Vehicle Understanding – Phase 1 (5 Days)

- Workshop safety and PPE
- Safe use of tools and lifting equipment
- Introduction to wheel alignment
- Importance of wheel alignment
- Basic overview of tyres, suspension, and steering

Module 2 – Tyre and Suspension Systems – Phase 2 (5 Days)

- Tyre construction and pressure
- Tyre wear patterns
- Purpose of suspension systems
- Types of suspension systems
- Suspension components and functions

Module 3 – Steering Systems and Alignment Angles – Phase 3 (5 Days)

- Types of steering systems
- Steering components
- Introduction to camber, caster, and toe
- Basic alignment measurements

Module 4 – Diagnoses and Alignment Procedures – Phase 4 (5 Days)

- Fault diagnosis and symptoms
- Pre-alignment checks
- Wheel alignment procedures
- Adjustments and measurements
- Reading alignment results

Includes:

Limited Toolbox and PPE (Jacket, Gloves & Safety- & Welding Goggles)
Training Materials & Consumables provided
Safety Shoes Excl. (Compulsory – learner to be in possession)



***Focussed on
Employability***



NON-NQF SKILLS PROGRAMME

SolidWorks & CNC Milling and Lathe Operator

Focused on technical drawing and machine operation, this program trains learners in SolidWorks design software, milling and turning machine setup, and G-Code programming. Geared toward individuals with Grade 12 Mathematics, the training prepares participants for careers as junior CNC operators, CAD technicians, or machine setters in manufacturing and engineering firms.

***accommodation not included & subject to availability**

Duration: 4 Weeks

Entry Requirements:

Grade 12 with Mathematics
EGD Recommended

Programme Structure & Inclusions:

Phase 1

- Solid works: Level 1
- Machine Setting: Milling
- Machine Setting: Turning
- Introductory to G-Code: Milling
- Introductory G-Code: Turning

Phase 2

Focused development in:

CV Writing & Interview Prep – Build a strong CV and practice answering common interview questions.

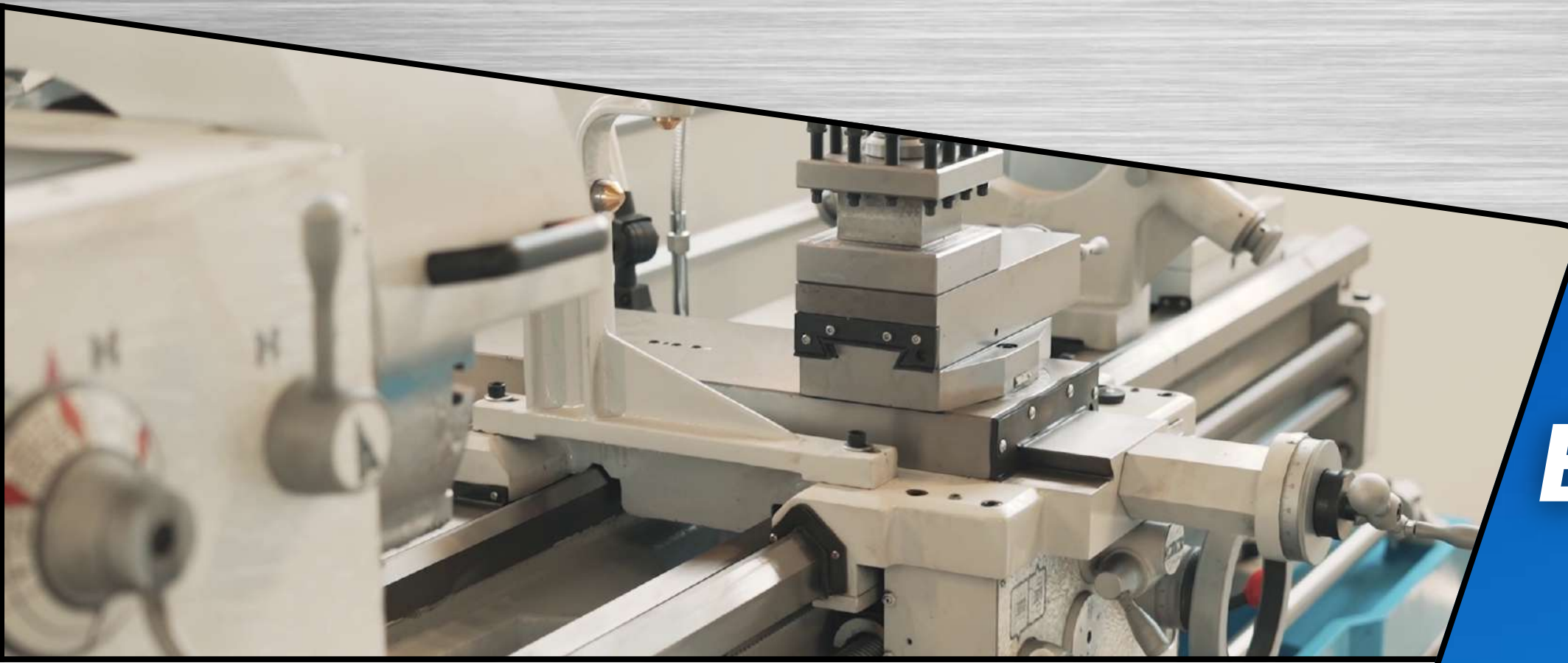
Professional Conduct – Learn workplace ethics, dress code, and communication etiquette.

Time & Project Management – Manage daily tasks, meet deadlines, and work in teams.

Teamwork & Leadership – Understand roles, take initiative, and collaborate effectively.

Confidence & Career Planning – Set personal goals and explore future opportunities.

Includes: Limited Toolbox and PPE (Jacket, Gloves & Safety Goggles)
Training Materials & Consumables provided
Safety Shoes compulsory (learner to be in possession)



***Focussed on
Employability***



NON-NQF SKILLS PROGRAMME

Welding

This training equips learners with foundational knowledge in welding processes, metal cutting, and workshop safety. It includes practical skills in Arc, MIG, and TIG welding, as well as oxyacetylene cutting. Participants will also develop competencies in tool usage and interpreting weld schematics. The program aims to prepare trainees for roles such as welder, metal fabricator, or workshop assistant in industries such as construction, manufacturing, or automotive repair.

***accommodation not included & subject to availability**

Duration: 4 Weeks

Minimum Group Size: 5 delegates

Entry Requirements:

Grade 10 with Mathematics
or Mathematics Literacy
EGD Recommended

Programme Structure & Inclusions:

Module 1 - Welding Safety & Workshop Fundamentals (2 Days): Foundation Welding Competence (Phase 1)

- Workshop and welding safety
- PPE requirements and safe work practices
- Welding tools, equipment, and consumables
- Identification of materials
- Basic hand tools and measuring equipment

Module 2 - Arc Welding (SMAW) (4 Days): Core Welding Skill Development (Phase 2)

- MIG welding equipment and setup
- Wire types and shielding gases
- Welding flat and horizontal joints
- Weld appearance and penetration
- Practical MIG welding assessment

and/or

Module 3 - Gas Welding & Cutting (4 Days): Thermal Cutting & Joining (Phase 2)

- Oxy-acetylene equipment and safety
- Gas cutting techniques
- Basic gas welding
- Heating and bending metal
- Practical cutting assessment

and/or

Module 4 - MIG Welding (4 Days): Semi-Automatic Welding Skills (Phase 2)

- MIG welding equipment and setup
- Wire types and shielding gases
- Welding flat and horizontal joints
- Weld appearance and penetration
- Practical MIG welding assessment

and/or

Module 5 - TIG Welding (4 Days): Precision Welding Techniques (Phase 2)

- TIG welding principles and setup
- Tungsten selection and shielding gases
- Welding thin materials
- Clean weld finishes
- TIG welding practical assessment

Module 6 - Metal Finishing & Fabrication Basics (2 Days): Supporting Fabrication Skills (Phase 3)

- TIG welding principles and setup
- Tungsten selection and shielding gases
- Welding thin materials
- Clean weld finishes
- TIG welding practical assessment

Includes:

Limited Toolbox and PPE (Jacket, Gloves & Safety- & Welding Goggles)
Training Materials & Consumables provided
Safety Shoes Excl. (Compulsory - learner to be in possession)

**Focussed on
Employability**





NON-NQF SKILLS PROGRAMME

Civil (Excl. Carpentry)

The program offers hands-on training in basic civil construction. Learners gain skills in bricklaying, concrete mixing, glasswork, roofing structures, and door installations, with an emphasis on safety and accuracy. It also includes basic drawing interpretation and surface preparation for painting. This training aims to prepare individuals for employment as general builders or maintenance workers in the construction and home improvement sectors.

***accommodation not included & subject to availability**

Duration: 2 Weeks

Minimum Group Size: 5 delegates

Entry Requirements:

Grade 10 with Mathematics
or Mathematics Literacy

Programme Structure & Inclusions:

Module 1 - Site Safety & Basic Tools (2 Days): Foundation Civil Competence (Phase 1)

- General workshop and site safety
- Safety signs and colour coding
- PPE requirements
- Basic hand tools and measuring equipment
- Safe handling of materials

Module 2 - Mortar, Concrete & Brickwork (4 Days): Core Civil Construction Skills (Phase 2)

- Mortar and concrete mixing
- Brickworks (dry packing)
- Building a one-brick wall (stretcher bond)
- Use of spirit level, plumb line, and tape
- Quality checks and accuracy

Module 3 - Structural Installations (2 Days): Building Installations (Phase 3)

- Mortar and concrete mixing
- Brickworks (dry packing)
- Building a one-brick wall (stretcher bond)
- Use of spirit level, plumb line, and tape
- Quality checks and accuracy

Module 4 - Finishing & Surface Preparation (2 Days): Finishing & Presentation (Phase 4)

- Glasswork basics
- Preparing surfaces for painting (theory & practice)
- Paint types and application (theory)
- Prepare and paint a surface

Includes:

Limited Toolbox and PPE (Jacket, Gloves & Safety- & Welding Goggles)
Training Materials & Consumables provided
Safety Shoes Excl. (Compulsory - learner to be in possession)

***Focussed on
Employability***





NON-NQF SKILLS PROGRAMME

Electrical

This training provides essential skills in electrical systems. Learners are introduced to safety standards, hand tools, electrical systems, domestic electrical circuits, and installations. Practical experience in soldering, conduit wiring, and wiring practices is included. The course prepares participants for entry-level roles such as domestic electrician assistant maintenance technician assistant in residential and commercial environments.

***accommodation not included & subject to availability**

Duration: 2 Weeks

Minimum Group Size: 5 delegates

Entry Requirements:

Grade 10 with Mathematics
or Mathematics Literacy

Programme Structure & Inclusions:

Module 1 – Electrical Safety & Basic Tools (2 Days): Foundation & Safety Competence (Phase 1)

- Mortar and concrete mixing
- Brickworks (dry packing)
- Building a one-brick wall (stretcher bond)
- Use of spirit level, plumb line, and tape
- Quality checks and accuracy

Module 2 – Socket & Lighting Circuits (4 Days): Core Domestic Electrical Skills (Phase 2)

- Socket outlet circuits
- Lighting circuits
- Conduits and fittings
- Correct cable selection
- Safe wiring practices

and/or

Module 3 – Domestic Installations (4 Days): Applied Electrical Competence (Phase 2)

- Socket outlet circuits
- Lighting circuits
- Conduits and fittings
- Correct cable selection
- Safe wiring practices

Includes:

Limited Toolbox and PPE (Jacket, Gloves & Safety- & Welding Goggles)
Training Materials & Consumables provided
Safety Shoes Excl. (Compulsory – learner to be in possession)



***Focussed on
Employability***



NON-NQF SKILLS PROGRAMME

Plumbing

This training provides essential skills in various plumbing systems. Learners are introduced to safety standards, hand tools, piping systems, pipework & fittings, and geyser installations. Practical experience in soldering, compression and fixture fittings is included. The course prepares participants for entry-level roles such as a plumbing assistant residential and commercial environments.

***accommodation not included & subject to availability**

Duration: 2 Weeks

Minimum Group Size: 5 delegates

Entry Requirements:

Grade 10 with Mathematics
or Mathematics Literacy

Programme Structure & Inclusions:

Module 1 - Plumbing Safety & Sanitary Plumbing (2 Days): Plumbing Fundamentals (Phase 1)

- Plumbing safety practices
- Sanitary plumbing systems
- Hand tools & measuring equipment
- Plumbing materials overview

Module 2 - Pipework & Fittings (4 Days): Pipe Installation Skills (Phase 2)

- Copper pipes
- Soldering techniques
- Compression fittings
- Galvanised steel piping

and/or

Module 3 - Domestic Plumbing Applications (4 Days): Applied Plumbing Competence (Phase 2)

- Domestic plumbing installations
- Fixture fittings
- Practical pipework tasks
- Installation standards & checks

Includes:

Limited Toolbox and PPE (Jacket, Gloves & Safety- & Welding Goggles)
Training Materials & Consumables provided
Safety Shoes Excl. (Compulsory - learner to be in possession)



***Focussed on
Employability***



NON-NQF SKILLS PROGRAMME

Soft-Skills

This training provides essential skills in professional and personal development. Learners are introduced to CV writing and interview preparation, professional conduct, workplace ethics, etc. Practical development in time and project management, teamwork, and leadership is included. It prepares participants for entry-level roles by equipping them with the soft skills required to function effectively in professional work environments.

***accommodation not included & subject to availability**

Duration: 2 Days

Minimum Group Size: 5 delegates

Entry Requirements:

Grade 10 with Mathematics
or Mathematics Literacy

Programme Structure & Inclusions:

Phase 1:

Focused development in:

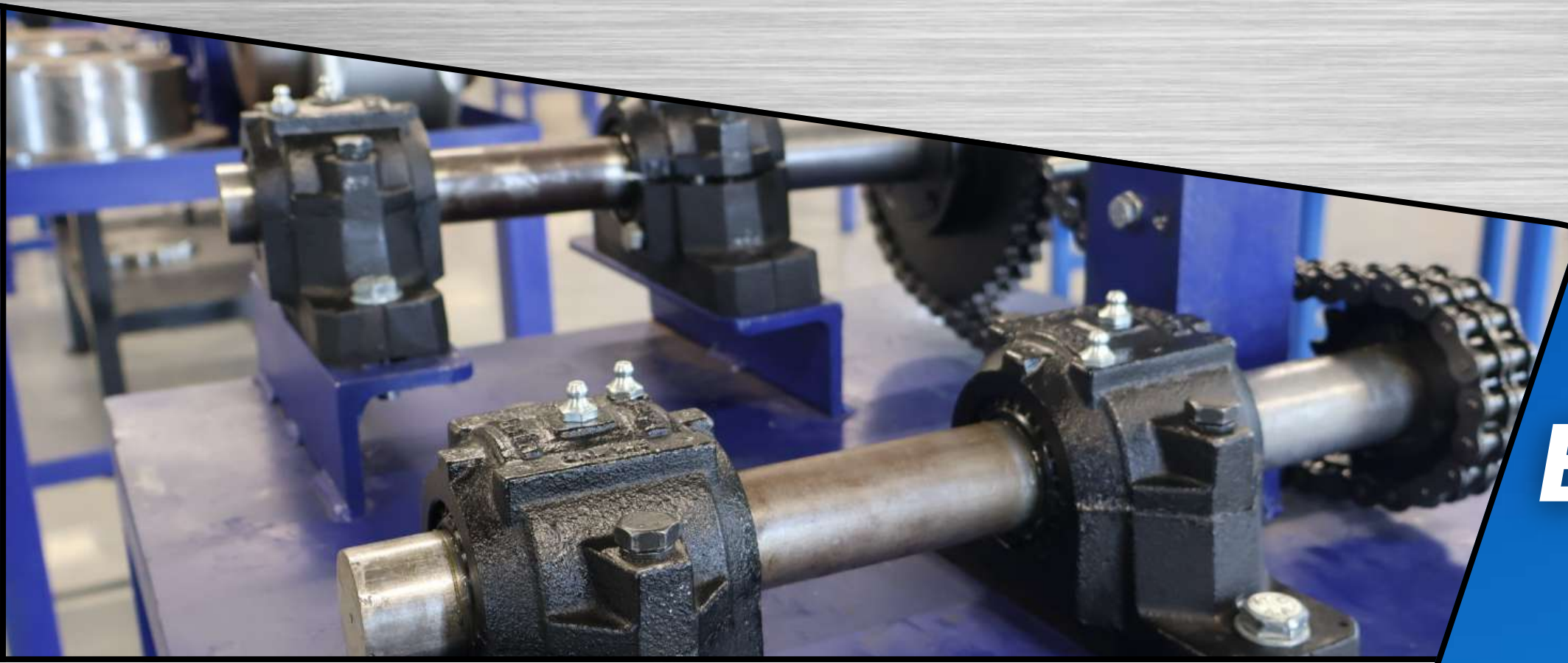
CV Writing & Interview Prep – Build a strong CV and practice answering common interview questions.

Professional Conduct – Learn workplace ethics, dress code, and communication etiquette.

Time & Project Management – Manage daily tasks, meet deadlines, and work in teams.

Teamwork & Leadership – Understand roles, take initiative, and collaborate effectively.

Confidence & Career Planning – Set personal goals and explore future opportunities.



***Focussed on
Employability***



TERTIARY EDUCATION PREPARATION

Engineering

The KYB TEPP Engineering programme is designed for students interested in pursuing careers in civil, mechanical, electrical, or industrial engineering. This stream focuses on building a strong academic foundation in core engineering subjects. In addition to academic development, students receive training in digital literacy, project-based learning, and critical thinking.

Duration:

6 Months - 1 Year

Entry Requirements:

60%+ for Mathematics, Physical Science/Accounting, English FAL/HL;
60% + for any other two subjects
excluding Life Orientation.

Programme Structure & Inclusions:

- Establish a strong academic foundation in fundamental engineering principles.
- Explore career pathways in civil, mechanical, electrical, and industrial engineering fields.
- Acquire essential digital literacy skills applicable to contemporary engineering practice.
- Strengthen critical thinking and analytical abilities through structured project-based learning.
- Prepare comprehensively for progression into higher education and professional engineering careers.

- Personal Brand Attire (PBA) set:
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
- Training Material
- Microsoft AI Assigned License

***accommodation not included & subject to availability**



***Focussed on
Education***



TERTIARY EDUCATION PREPARATION

Education

The Education stream aims to inspire and prepare the next generation of teachers by focusing on subject mastery and personal development. Learners are guided through key NSC subjects such as English and Life Sciences, with an emphasis on communication skills, emotional intelligence, and leadership. The curriculum is designed to promote confidence and a deep understanding of educational principles. This stream also incorporates mentorship, career exploration, and skills development workshops to help students gain clarity on their path into the field of education.

Duration:

6 Months - 1 Year

Entry Requirements:

60%+ for Mathematics, Physical Science/Accounting, English FAL/HL;
60% + for any other two subjects
excluding Life Orientation.

Programme Structure & Inclusions:

- Build a strong academic foundation through focused study of key NSC subjects such as English and Life Sciences.
- Develop essential communication skills, emotional intelligence, and leadership qualities required in the teaching profession.
- Gain confidence and a comprehensive understanding of core educational principles.
- Benefit from mentorship opportunities, career exploration, and professional guidance tailored to future educators.
- Participate in skills development workshops designed to prepare learners for higher education and careers in teaching.

- Personal Brand Attire (PBA) set:
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
- Training Material
- Microsoft AI Assigned License

***accommodation not included & subject to availability**



***Focussed on
Education***



TERTIARY EDUCATION PREPARATION

Information Technology

The Information Technology stream introduces students to the essential skills needed in our digital world.

It covers foundational computer literacy, including Microsoft Office tools, internet research, basic coding concepts, and digital communication.

Through hands-on learning, students gain practical experience that will benefit them in both academic and workplace settings. This stream is ideal for students considering careers in IT, software development, or digital marketing, and it lays a strong foundation for further technical education.

Duration:

6 Months - 1 Year

Entry Requirements:

60%+ for Mathematics, Physical Science/Accounting, English FAL/HL;
60% + for any other two subjects
excluding Life Orientation.

Programme Structure & Inclusions:

- Acquire essential computer literacy skills, including proficiency in Microsoft Office applications and digital communication tools.
- Develop competence in internet research, information management, and responsible digital practices.
- Gain introductory knowledge of coding concepts and the fundamentals of programming.
- Engage in practical, hands-on learning to strengthen problem-solving abilities and workplace readiness.
- Build a strong foundation for future studies and careers in IT, software development, and digital marketing.

- Personal Brand Attire (PBA) set:
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
- Training Material
- Microsoft AI Assigned License

***accommodation not included & subject to availability**



***Focussed on
Education***



TERTIARY EDUCATION PREPARATION

Finance

The Finance stream equips students with the academic and practical foundations needed for future studies in accounting, economics, business, or finance. Key focus areas include Mathematics, Financial Literacy, and analytical problem-solving. Students learn to interpret data, work with financial tools, and apply logical reasoning to real-world scenarios. The programme integrates soft skills training and exposure to digital financial platforms, setting students up for success in tertiary commerce or finance-related studies.

Duration:

6 Months – 1 Year

Entry Requirements:

60%+ for Mathematics, Physical Science/Accounting, English FAL/HL;
60% + for any other two subjects excluding Life Orientation.

Programme Structure & Inclusions:

- Develop a solid academic foundation in Mathematics, Financial Literacy, and key commerce subjects.
- Strengthen analytical and problem-solving skills through data interpretation and logical reasoning.
- Gain practical exposure to financial tools and digital financial platforms.
- Enhance professional readiness through integrated soft skills training.
- Prepare for further studies and career pathways in accounting, economics, business, or finance.

- Personal Brand Attire (PBA) set:
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
- Training Material
- Microsoft AI Assigned License

***accommodation not included & subject to availability**



***Focussed on
Education***



TERTIARY EDUCATION PREPARATION

Upgrade Year (Gr 12)

The Upgrade Year is a structured programme designed to help students improve their National Senior Certificate (NSC) marks in critical subjects such as Mathematics, Physical-Sciences, Life Sciences, and English. It's ideal for learners who didn't meet university entrance requirements but are motivated to pursue higher education. Students benefit from individualised academic support, revision-focused classes, and NBT preparation. The programme not only boosts academic results but also builds confidence and study discipline needed for future success.

Duration:

6 Months - 1 Year

Entry Requirements:

60%+ for Mathematics, Physical Science/Accounting, English FAL/HL;
60% + for any other two subjects
excluding Life Orientation.

Programme Structure & Inclusions:

- Strengthen NSC results in key subjects such as Mathematics, Physical Sciences, Life Sciences, and English.
- Access personalised academic support and revision-focused classes tailored to individual needs.
- Prepare effectively for National Benchmark Tests (NBT) to enhance tertiary admission prospects.
- Develop improved study habits, discipline, and academic confidence.
- Create a stronger foundation for acceptance into higher education and long-term academic success.

- Personal Brand Attire (PBA) set:
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
- Training Material
- Microsoft AI Assigned License

***accommodation not included & subject to availability**



***Focussed on
Education***



TERTIARY EDUCATION PREPARATION

Distance Learning Support (Gr 12)

The Online Course option provides students with the flexibility to complete the TEPP curriculum from anywhere, using KYB Academy's digital learning platform. It includes access to recorded lessons, digital resources, and interactive assignments covering key NSC subjects and skills development. Students can work at their own pace while still receiving academic guidance, tutor support, and feedback. This format is ideal for learners with geographic or scheduling constraints who want to prepare effectively for tertiary education.

Duration:

1 Year

Entry Requirements:

60%+ for Mathematics / Mathematics Literacy, Physical Science/Accounting, English FAL/HL; 60% + for any other two subjects excluding Life Orientation.

Programme Structure & Inclusions:

- Complete the TEPP curriculum flexibly through KYB Academy's digital learning platform.
- Gain access to recorded lessons, digital resources, and interactive assignments across key NSC subjects.
- Work at an individual pace while developing essential academic and study skills.
- Benefit from ongoing tutor support, academic guidance, and structured feedback.
- Ideal for learners with geographic or scheduling constraints preparing for tertiary education.

- Personal Brand Attire (PBA) set:
 - 2 x KYB Branded T-Shirts/Golfers
 - 1 x KYB Branded Jacket/Hoodie
- Training Material
- Microsoft AI Assigned License

***accommodation not included & subject to availability**



***Focussed on
Education***



SOFT SKILLS PROGRAMME

Professional Personal Brand Building

The Professional Personal Brand Building programme equips learners with the essential skills to present themselves confidently and effectively in the workplace. It covers CV writing, interview preparation, professional conduct, time and project management, as well as teamwork and leadership. Learners also develop confidence, career planning skills, and a clear understanding of accountability, responsibility, and the employment relationship. The programme empowers students to set strategic goals and establish a strong personal brand for long-term professional success.

Duration: 2 Weeks

Minimum Group Size: 5 delegates

Entry Requirements:

Grade 10

Programme Structure & Inclusions:

CV Writing & Interview Prep

- Build a strong CV and practice answering common interview questions.

Professional Conduct

- Learn workplace ethics, dress code, and communication etiquette.

Time & Project Management

- Manage daily tasks, meet deadlines, and work in teams.

Teamwork & Leadership

- Understand roles, take initiative, and collaborate effectively.

Confidence & Career Planning

- Set personal goals and explore future opportunities.

Accountability vs Responsibility

- Set personal goals and explore future opportunities.

The Employment relationship & Reaching my Strategic Goals

- Set personal goals and explore future opportunities.



***Focussed on
Education***



LAB ASSISTANT

Academic Assistant

The Lab Assistant Training programme is designed to equip learners with the knowledge and practical skills needed to support Science and Technology educators in an effective and professional manner. The training covers the safe preparation of laboratory materials, proper handling and management of equipment, and active assistance during practical experiments. In addition, learners are guided on maintaining accurate records, organising resources, and ensuring strict compliance with health and safety protocols. This programme builds both technical competence and a strong sense of responsibility, preparing assistants to contribute meaningfully to the learning environment.

Duration: 4 Weeks

Minimum Group Size: 5 delegates

Entry Requirements:

Grade 10

Programme Structure & Inclusions:

Phase 1

- Role of a Lab Assistant and the Lab Environment
- Personal Protective Equipment (PPE) & Lab Safety
- Lab Preparation & Setup
- Managing Learner Participation
- Understanding Scientific Method
- Conducting & Assisting in Experiments
- Analysing & Interpreting Results
- Equipment Care & Post-Lab Duties
- Common Challenges in School Labs
- Lab Assistant Assessment & Simulation

Phase 2

Focused development in:

- CV Writing & Interview Prep** – Build a strong CV and practice answering common interview questions.
- Professional Conduct** – Learn workplace ethics, dress code, and communication etiquette.
- Time & Project Management** – Manage daily tasks, meet deadlines, and work in teams.
- Teamwork & Leadership** – Understand roles, take initiative, and collaborate effectively.
- Confidence & Career Planning** – Set personal goals and explore future opportunities.



***Focussed on
Education***



eCADRE

Academic Assistant

The eCadre Training Programme is designed to equip learners with practical ICT skills to effectively support the integration of technology in schools. Participants gain experience in managing basic hardware and software issues, assisting teachers and students in digital classrooms, and facilitating access to eLearning resources. The programme also emphasises problem-solving, digital literacy, and professional conduct, ensuring that trainees are capable of contributing to a technology-enhanced learning environment. By combining technical skills with practical application, the training prepares assistants to play a key role in modern educational settings.

Duration: 4 Weeks

Minimum Group Size: 5 delegates

Entry Requirements:

Grade 10

Programme Structure & Inclusions:

Phase 1

- Introduction to Computers & Digital Devices
- File Management and Typing Skills
- Microsoft Word – Basics
- Microsoft Word – Practical Use in Schools
- Microsoft Word – Templates and Forms
- Microsoft Excel – Basics
- Microsoft Excel – Class Lists and Tables
- Microsoft Excel – Using Excel for Marks
- Working Between Word & Excel + Admin Skills
- IT Skills Assessment & Simulation

Phase 2

Focused development in:

CV Writing & Interview Prep – Build a strong CV and practice answering common interview questions.

Professional Conduct – Learn workplace ethics, dress code, and communication etiquette.

Time & Project Management – Manage daily tasks, meet deadlines, and work in teams.

Teamwork & Leadership – Understand roles, take initiative, and collaborate effectively.

Confidence & Career Planning – Set personal goals and explore future opportunities.



**Focussed on
Education**



Curriculum

Academic Assistant

The Curriculum Training Programme is designed to equip assistants to effectively support educators in curriculum delivery by assisting with lesson preparation, managing classroom resources, providing individualised academic support, and facilitating small group learning. The training also capacitate assistants to handle basic administrative classroom tasks and contribute to learner progress tracking. Additionally, the programme develops essential communication, organisational, and problem-solving skills, ensuring assistants can actively enhance the overall teaching and learning environment.

Duration: 4 Weeks

Minimum Group Size: 5 delegates

Entry Requirements:

Grade 10

Programme Structure & Inclusions:

Phase 1

- Introduction to the Role of a Classroom Assistant
- Assisting with Lesson Preparation
- Resource Distribution & Classroom Setup
- Supporting Individual Learners
- Communication & Professional Conduct
- Understanding Learner Needs
- Creating a Supportive Learning Environment
- Engaging Learners in Activities
- Practical Classroom Support Techniques
- Reflection & Readiness for the Role

Phase 2

Focused development in:

CV Writing & Interview Prep – Build a strong CV and practice answering common interview questions.

Professional Conduct – Learn workplace ethics, dress code, and communication etiquette.

Time & Project Management – Manage daily tasks, meet deadlines, and work in teams.

Teamwork & Leadership – Understand roles, take initiative, and collaborate effectively.

Confidence & Career Planning – Set personal goals and explore future opportunities.



***Focussed on
Education***



SHORT SKILLS PROGRAMME

Advanced SolidWorks

This programme focuses on building strong foundational and advanced skills in SolidWorks, a globally recognised computer-aided design (CAD) software used in engineering and design industries. Students start with basic trade concepts and workplace safety, and gradually advance to technical drawing, digital modelling, and the application of theory to real-world design tasks. The course encourages practical problem-solving, critical thinking, and proficiency with industry-standard tools, making it ideal for those seeking employment or further study in engineering, drafting, or product design.

Duration: 4 Weeks

Individual Enrolment

OR

Minimum Group Size: 5 delegates

Entry Requirements:

Grade 12 with Mathematics
EGD Recommended

Programme Structure & Inclusions:

Phase 1

Level 1

- SolidWorks Standard offers powerful 3D design tools with basic part, assembly, and drawing capabilities.

Level 2

- SolidWorks Professional adds advanced features like file management, rendering, and a broader set of design tools.

Level 3

- SolidWorks Premium includes all Professional features plus simulation, motion analysis, and advanced routing tools for complete design validation.

Phase 2

Focused development in:

CV Writing & Interview Prep – Build a strong CV and practice answering common interview questions.

Professional Conduct – Learn workplace ethics, dress code, and communication etiquette.

Time & Project Management – Manage daily tasks, meet deadlines, and work in teams.

Teamwork & Leadership – Understand roles, take initiative, and collaborate effectively.

Confidence & Career Planning – Set personal goals and explore future opportunities.

Includes: Personal Brand Attire (PBA) Set – 1 x KYB T-Shirt/Golfer; **Training Material & Consumables**
*accommodation not included & subject to availability



***Focussed on
Employability***



SHORT SKILLS PROGRAMME

Project Management Essentials

This programme introduces the fundamental principles of effective project management, equipping learners with practical skills in planning, execution, monitoring, and evaluation. Key areas include risk assessment, budgeting, time management, resource allocation, and team leadership. The course is aligned with industry best practices and provides a solid foundation for coordinating projects across various sectors. Ideal for aspiring project coordinators or professionals looking to enhance their organisational and leadership capabilities.

Duration: 2 Weeks
Individual Enrolment

Entry Requirements:

NSC (Gr12) or equivalent
Mathematics/Mathematics Literacy
English
KYB Digital Literacy Module (1 week)

Programme Structure & Inclusions:

Phase 1

- Gain practical skills in project planning, execution, and monitoring.
- Apply effective risk management strategies to minimize project challenges.
- Learn budgeting techniques to ensure financial control and efficiency.
- Develop leadership and teamwork skills to guide projects successfully.

Phase 2

Focused development in:

CV Writing & Interview Prep – Build a strong CV and practice answering common interview questions.

Professional Conduct – Learn workplace ethics, dress code, and communication etiquette.

Time & Project Management – Manage daily tasks, meet deadlines, and work in teams.

Teamwork & Leadership – Understand roles, take initiative, and collaborate effectively.

Confidence & Career Planning – Set personal goals and explore future opportunities.

Includes: Personal Brand Attire (PBA) Set – 1 x KYB T-Shirt/Golfer; **Training Material & Consumables**

***accommodation not included & subject to availability**



***Focussed on
Employability***



OCCUPATIONAL CERTIFICATE

Project Manager (NQF 5)

This Occupational Certificate: Project Manager (NQF Level 5) equips learners with the knowledge and practical skills to successfully manage projects from planning through to completion. The programme covers project planning, budgeting, scheduling, risk management, stakeholder communication, and team leadership, while incorporating workplace learning to develop real-world experience. Aligned with QCTO occupational standards, it prepares learners for project management roles across a variety of industries.

Duration: 24 Months

Individual Enrolment

Entry Requirements:

NSC (Gr12) or equivalent
Mathematics/Mathematics Literacy (50%+)
English / FAL (50%+)
KYB Digital Literacy Module (1 week)

Programme Structure & Inclusions:

Learner Requirements

To successfully participate in this programme, learners should have access to:

- A laptop, tablet, or smartphone
- Stable internet access
- Basic computer literacy
- Microsoft Office or equivalent productivity software
- A valid email address for communication and Learning Management System (LMS) access

Included in the Programme Fee

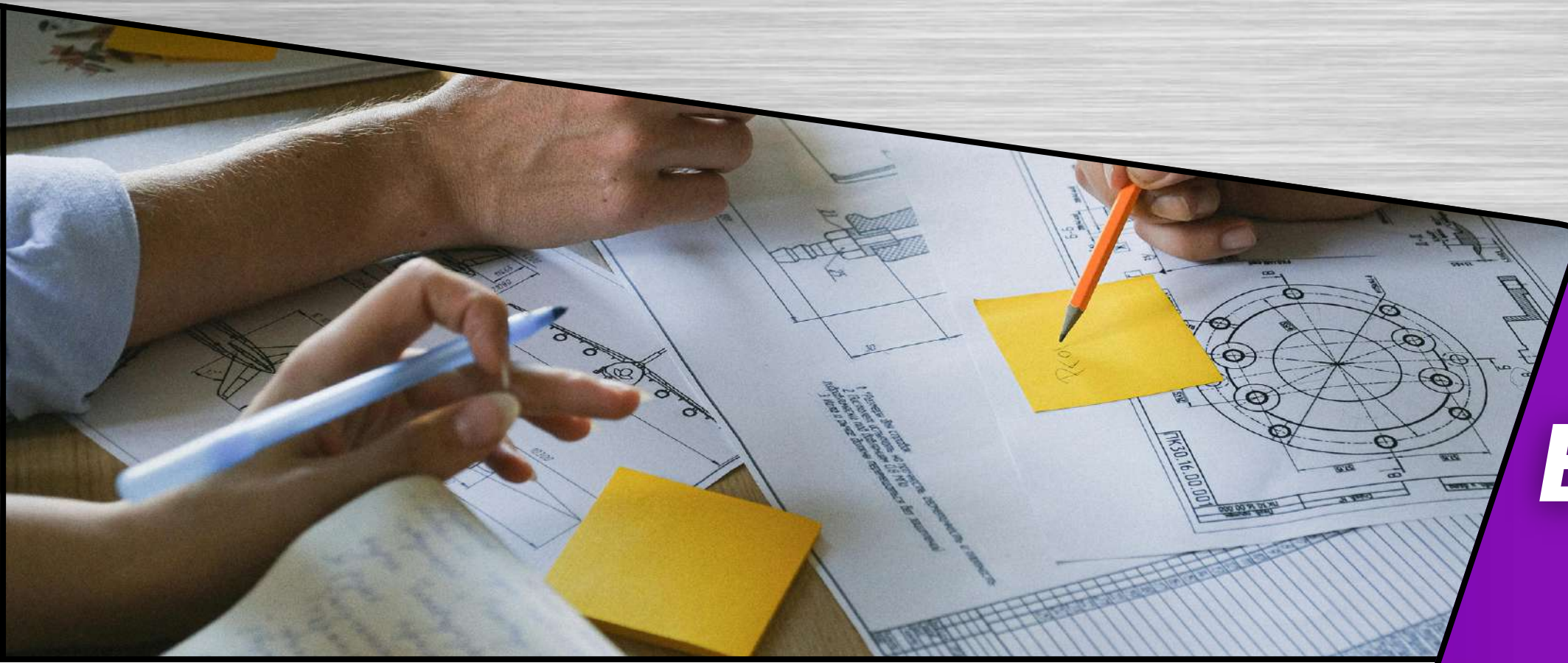
The programme fee includes access to the Moodle Learning Management System (LMS), learner guides and learning materials, facilitator and academic support, internal assessments and practical activities, logbooks, Work-Integrated Learning (WIL) monitoring, portfolio development guidance, internal moderation, LMS administration, and student support sessions.

Excluded from the Programme Fee

- External Integrated Summative Assessment (EISA) registration fee
- Re-assessment fees, where applicable
- Travel and accommodation costs for Work-Integrated Learning (WIL)
- Optional Project Management software licences

Includes: Personal Brand Attire (PBA) Set - 1 x KYB T-Shirt/Golfer; Training Material & Consumables

***accommodation not included & subject to availability**



***Focussed on
Employability***



SHORT SKILLS PROGRAMME

Microsoft Office Specialist

This programme provides comprehensive training in the core Microsoft Office suite: Word, Excel, PowerPoint, and Outlook.

It equips learners with essential digital literacy skills required in today's professional environments. Students will build proficiency in creating documents, managing data, designing presentations, and handling professional communication. The course focuses on practical application, workplace efficiency, and accuracy, making it ideal for individuals aiming to enhance their administrative and business support capabilities.

Duration: 2 Weeks / Discipline

Individual Enrolment

OR

Minimum Group Size: 5 delegates

Entry Requirements:

Grade 10 or equivalent

Programme Structure & Inclusions:

Phase 1

MS365 Word

- Learn to create, format, and edit professional documents with ease.

MS365 Excel

- Master spreadsheets, formulas, and data analysis for smarter decision-making.

MS365 Power Point

- Design impactful presentations with visuals, animations, and clear messaging.

MS365 Outlook

- Manage emails, calendars, and contacts efficiently for better communication.

Phase 2

Focused development in:

CV Writing & Interview Prep – Build a strong CV and practice answering common interview questions.

Professional Conduct – Learn workplace ethics, dress code, and communication etiquette.

Time & Project Management – Manage daily tasks, meet deadlines, and work in teams.

Teamwork & Leadership – Understand roles, take initiative, and collaborate effectively.

Confidence & Career Planning – Set personal goals and explore future opportunities.

Includes: Personal Brand Attire (PBA) Set – 1 x KYB T-Shirt/Golfer; **Training Material & Consumables**

***accommodation not included & subject to availability**



***Focussed on
Employability***



SHORT SKILLS PROGRAMME

Entrepreneurship & Small Businesses Essentials

This programme offers an introduction to the key aspects of launching and managing a successful small business. Learners will explore essential topics such as business planning, financial management, marketing strategies, customer engagement, and sustainable growth. The course is designed to develop entrepreneurial thinking, problem-solving skills, and a strong understanding of the challenges and opportunities in small business development. It is ideal for aspiring entrepreneurs or individuals looking to formalise and grow their existing ventures.

Duration: 2 Weeks

Individual Enrolment

Entry Requirements:

NSC (Gr12) or equivalent.
Mathematics/Mathematics Literacy
English
KYB Digital Literacy Module(1 week)

Programme Structure & Inclusions:

Phase 1

- Gain practical skills in business planning, financial management, marketing, and customer engagement.
- Develop entrepreneurial thinking and problem-solving abilities to address real-world challenges.
- Understand strategies for sustainable growth and long-term business success.
- Prepare to launch, formalise, or expand a small business with confidence.

Phase 2

Focused development in:

CV Writing & Interview Prep – Build a strong CV and practice answering common interview questions.

Professional Conduct – Learn workplace ethics, dress code, and communication etiquette.

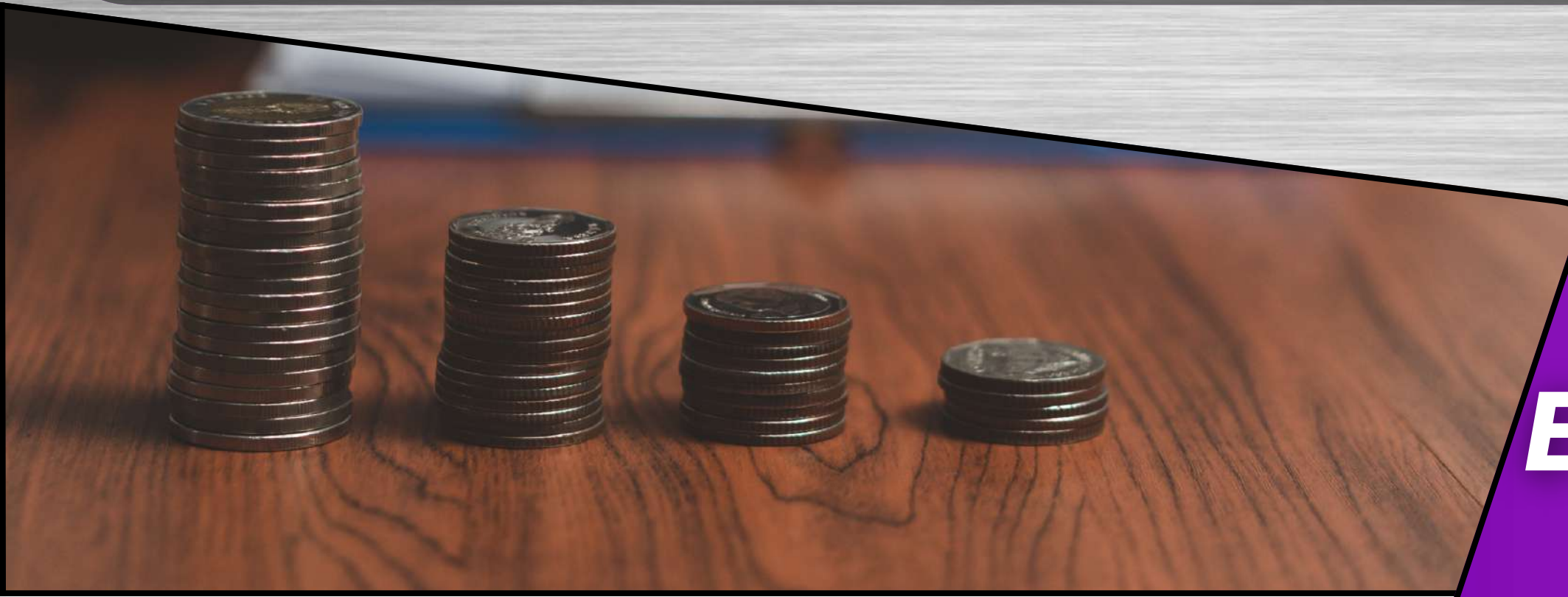
Time & Project Management – Manage daily tasks, meet deadlines, and work in teams.

Teamwork & Leadership – Understand roles, take initiative, and collaborate effectively.

Confidence & Career Planning – Set personal goals and explore future opportunities.

Includes: Personal Brand Attire (PBA) Set – 1 x KYB T-Shirt/Golfer; **Training Material & Consumables**

***accommodation not included & subject to availability**



***Focussed on
Employability***



SHORT SKILLS PROGRAMME

Credit Management

This programme provides learners with a thorough understanding of the principles and practices involved in managing credit within financial and business environments. Key focus areas include credit assessment, risk analysis, debt collection techniques, and regulatory compliance. Students will gain the practical skills needed to evaluate creditworthiness, implement effective credit control processes, and maintain healthy credit systems that support organisational sustainability. This course is ideal for individuals pursuing careers in finance, banking, or credit administration.

Duration: 6 Weeks / Level
Individual Enrolment

Entry Requirements:

NSC (Gr12) or equivalent.
Mathematics/Mathematics Literacy
English
KYB Digital Literacy Module(1 week)

Programme Structure & Inclusions:

Phase 1

- Understand core principles of credit management, including assessment, risk analysis, and compliance.
- Develop practical skills to evaluate creditworthiness and implement effective credit control processes.
- Learn debt collection techniques that support sustainable financial practices.
- Prepare for careers in finance, banking, and credit administration through applied, industry-relevant training.

Phase 2

Focused development in:

CV Writing & Interview Prep – Build a strong CV and practice answering common interview questions.

Professional Conduct – Learn workplace ethics, dress code, and communication etiquette.

Time & Project Management – Manage daily tasks, meet deadlines, and work in teams.

Teamwork & Leadership – Understand roles, take initiative, and collaborate effectively.

Confidence & Career Planning – Set personal goals and explore future opportunities.

Includes: Personal Brand Attire (PBA) Set – 1 x KYB T-Shirt/Golfer; **Training Material & Consumables**

***accommodation not included & subject to availability**



***Focussed on
Employability***



SHORT SKILLS PROGRAMME

Business Fundamentals

The Business Fundamentals Course provides learners with a well-rounded introduction to the essential principles that drive successful organizations. Covering key areas such as communication, finance, marketing, and management, the course equips participants with the foundational knowledge required to understand and operate within modern business environments. Learners develop practical, transferable skills that are directly applicable to entry-level positions in administration, sales, customer service, or general business support across a wide range of industries.

Duration: 4 Weeks

Individual Enrolment

OR

Minimum Group Size: 5 delegates

Entry Requirements:

Grade 12 with Mathematics
or Mathematics Literacy

Programme Structure & Inclusions:

Phase 1

- Build a solid understanding of core business principles, including management, marketing, and finance.
- Develop critical thinking and problem-solving skills for effective decision-making.
- Learn essential workplace practices such as communication, professionalism, and teamwork.
- Gain a foundation for further studies or entry-level roles in business environments.

Phase 2

Focused development in:

CV Writing & Interview Prep – Build a strong CV and practice answering common interview questions.

Professional Conduct – Learn workplace ethics, dress code, and communication etiquette.

Time & Project Management – Manage daily tasks, meet deadlines, and work in teams.

Teamwork & Leadership – Understand roles, take initiative, and collaborate effectively.

Confidence & Career Planning – Set personal goals and explore future opportunities.

Includes: Personal Brand Attire (PBA) Set – 1 x KYB T-Shirt/Golfer; **Training Material & Consumables**

***accommodation not included & subject to availability**



***Focussed on
Employability***



SHORT SKILLS PROGRAMME

Digital Literacy with Coding & Robotics Fundamentals

The training introduces learners to basic computer operations and navigation in digital applications, building essential technological confidence. In addition, a combined module introduces the foundational concepts of Coding & Robotics, including programming languages, core robotics principles, and the integration of hardware and software. This ensures students gain both practical digital skills and an early understanding of emerging technologies that shape the modern world.

Duration: 4 Weeks

**Individual Enrolment
OR
Minimum Group Size: 5 delegates**

Entry Requirements:

Grade 12 with Mathematics
or Mathematics Literacy

Programme Structure & Inclusions:

Phase 1

Digital Literacy

- Basic computer operations
- Navigation of the digital world

Coding & Robotics (Essentials)

- Algorithm development
- Problem-solving
- Automation

Phase 2

Focused development in:

CV Writing & Interview Prep – Build a strong CV and practice answering common interview questions.

Professional Conduct – Learn workplace ethics, dress code, and communication etiquette.

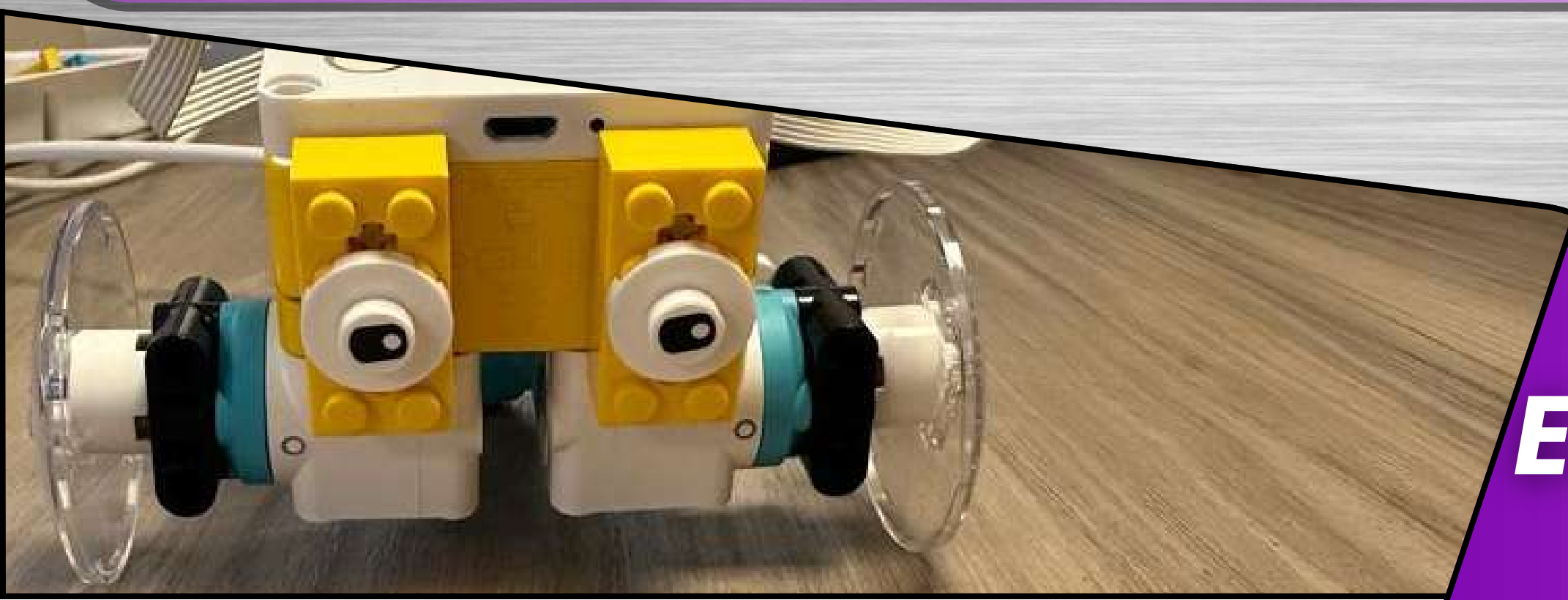
Time & Project Management – Manage daily tasks, meet deadlines, and work in teams.

Teamwork & Leadership – Understand roles, take initiative, and collaborate effectively.

Confidence & Career Planning – Set personal goals and explore future opportunities.

Includes: Personal Brand Attire (PBA) Set – 1 x KYB T-Shirt/Golfer; **Training Material & Consumables**

***accommodation not included & subject to availability**



***Focussed on
Employability***



Get In Touch With Us.

Have Questions?



018 011 9581 / 076 488 3396



www.kybacademy.co.za



kybinfo@kybinstitute.com



**52 President Street,
Potchefstroom, 2531**

