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Please note that this is not an exhaustive list of the masterclasses we offer. Cantamessa Smart-Zone can also develop customised, non-accredited masterclasses tailored to your organisation's specific training needs, industry requirements and desired outcomes. Contact us to discuss your requirements, and we will structure a suitable programme to meet your needs.

TRAINING DELIVERY INFORMATION

ONLINE LEARNING – LIVE MS TEAMS TRAINING

Cantamessa Smart-Zone (Pty) Ltd offers structured online learning through **live, facilitator-led Microsoft Teams sessions**, allowing learners to participate in training from anywhere while still receiving direct interaction, guidance and support from experienced facilitators.

Online Learning Includes:

- Live, interactive training sessions presented via **Microsoft Teams**.
- Training facilitated by suitably qualified and experienced facilitators/subject matter experts.
- Access to the applicable **learner guides, workbooks, assessment material and supporting resources electronically**.
- Facilitator-led explanations, discussions, demonstrations and learner activities.
- Opportunities for learners to ask questions and receive guidance during live training sessions.
- Completion of prescribed workbook activities and assessments.
- Facilitator support and guidance relating to assessments and Portfolio of Evidence (POE) requirements, where applicable.
- Electronic submission of assessments and supporting evidence, where permitted.
- Assessment and moderation processes applicable to the programme or qualification.
- Certification following successful completion of all applicable training, assessment, moderation and certification requirements.
- Attendance/participation records maintained for scheduled training sessions.

Monthly Training Structure

For programmes delivered over an extended period, **live online classes will generally be scheduled for 3–4 consecutive training days during each applicable training month**.

The period between one scheduled training block and the next is an important part of the learning programme and is allocated for learners to:

- Complete prescribed workbook activities;
- Complete formative and/or summative assessments;
- Compile Portfolio of Evidence (POE) requirements, where applicable;
- Complete workplace or practical activities where required;
- Conduct additional reading and self-directed learning;
- Apply the knowledge and skills covered during the training sessions; and
- Prepare outstanding work for submission before the next scheduled training block.

Learners are therefore **not expected to attend facilitator-led classes every working day for the full duration of the qualification**. The overall programme duration includes scheduled facilitated learning as well as the required periods for assessment completion, practical application, self-study and evidence preparation.

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Online Learning Requirements

Learners participating in online training must have:

- A computer or laptop with reliable internet access;
- A functioning webcam, microphone and speakers/headset;
- Access to Microsoft Teams;
- A suitable environment from which to participate in live training;
- The ability to open, complete and submit electronic learning and assessment documents; and
- A valid email address for programme communication and distribution of learning material.

Use of a computer or laptop is strongly recommended. Mobile phones are not recommended as the smaller screen size may make it difficult to participate effectively in activities, complete documents and view training material.

All standard online learning material will be supplied electronically. **Printed/hard-copy learning material may be requested at an additional cost**, where available.

FACE-TO-FACE / CLASSROOM LEARNING

Cantamessa Smart-Zone (Pty) Ltd provides structured, facilitator-led classroom training designed to combine theoretical learning, practical application, learner interaction and assessment support.

Classroom Training Includes:

- Face-to-face facilitation by suitably qualified facilitators and subject matter experts;
- Structured classroom presentations, discussions and learning activities;
- Applicable learner guides, workbooks and assessment material;
- Practical demonstrations and activities where applicable to the programme;
- Assessment guidance and support;
- Portfolio of Evidence (POE) guidance where applicable;
- Attendance registers and learner evaluation documentation;
- Assessment and moderation in accordance with the applicable programme requirements;
- Access to relevant course resources and supporting documentation;
- Learner support during the programme; and
- Certification following successful completion of all applicable programme, assessment, moderation and certification requirements.

Monthly Training Structure

For longer programmes and qualifications, **face-to-face classes will generally be presented in blocks of 3–4 consecutive training days during each applicable training month**.

The period between classroom training blocks is intentionally provided to allow learners sufficient time to:

- Complete workbooks and learning activities;
- Complete assessments and assignments;
- Compile and organise Portfolio of Evidence (POE) documentation, where required;
- Complete prescribed practical or workplace activities;
- Apply knowledge and skills within the workplace or practical environment;
- Conduct self-directed learning and revision; and
- Prepare completed assessment evidence for submission and/or review at the next training session.

The dates reflected in the training schedule therefore represent the **formal facilitated contact sessions**. The period between scheduled sessions forms part of the overall programme and allows learners to complete the required assessments, workbooks, practical activities and supporting evidence before progressing to the next training block.

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COURSE FEES MAY INCLUDE

Depending on the specific programme and quotation, course fees may include:

- Professional course facilitation;
- Learner guides and applicable training material;
- Workbooks and assessment instruments;
- Assessment of learner evidence;
- Moderation, where applicable;
- Programme administration;
- Attendance documentation;
- Electronic course resources and templates;
- Assessment and POE support;
- Applicable certification processes following successful completion;
- Training venue for scheduled public classroom courses, where specified; and
- Refreshments and/or catering where specifically included in the quotation.

Any items not included in the standard course fee will be clearly indicated on the applicable quotation.

IMPORTANT TRAINING SCHEDULE INFORMATION

- Training dates are subject to **minimum learner numbers, facilitator availability and operational requirements**.
- Dates reflected in the training schedule may be amended where circumstances outside the reasonable control of Cantamessa Smart-Zone require a change.
- Where a scheduled date is not suitable, clients are welcome to contact us regarding **alternative or future intake dates**.
- Additional intakes may be scheduled according to demand.
- **In-house training can be arranged for corporate and group bookings**, subject to minimum learner numbers and programme requirements.
- Training can be arranged in other provinces or nationally where sufficient learner numbers justify an in-house intervention.
- Group and corporate booking discounts may be available on request.
- Where permitted by the applicable curriculum or programme requirements, training content may be contextualised to suit the client's workplace or industry without compromising prescribed learning outcomes.
- Course profiles, programme outlines and customised quotations are available on request.
- Learners must meet the applicable **entry requirements** before enrolment into programmes where formal entry requirements apply.
- Certification is subject to successful completion of all required learning, assessment, practical/workplace components, moderation and any applicable external certification processes.
- Qualification and skills programme delivery is subject to the applicable accreditation, curriculum and quality assurance requirements.

PLEASE NOTE

The total duration of a programme should not be interpreted as continuous daily classroom attendance. For programmes scheduled over several weeks or months, facilitated training is divided into structured learning blocks. Learners will normally attend **3–4 consecutive days of facilitated training during each scheduled training month**, with the period before the next training block allocated to workbook completion, assessments, workplace/practical activities, self-study and Portfolio of Evidence preparation.

This structured approach provides learners with sufficient time to **learn, apply, practise and demonstrate competence** before progressing to the next phase of the programme.

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Office Administrator	MC-46
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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
Brand Management Code: MC-26	2 Days	Face-to-Face	Gauteng	04 Feb 2027	05 Feb 2027	04 Jun 2027	07 Jun 2027	01 Oct 2027	04 Oct 2027
			Western Cape	02 Feb 2027	03 Feb 2027	12 Mar 2027	15 Mar 2027	29 Oct 2027	01 Nov 2027
			Northern Cape	28 Jan 2027	29 Jan 2027	03 Mar 2027	04 Mar 2027	24 Nov 2027	25 Nov 2027
			Free State	24 Nov 2026	25 Nov 2026	30 Mar 2027	31 Mar 2027	26 Oct 2027	27 Oct 2027
			Eastern Cape	22 Oct 2026	23 Oct 2026	22 Apr 2027	23 Apr 2027	26 Nov 2027	29 Nov 2027
			Limpopo	15 Oct 2026	16 Oct 2026	14 May 2027	17 May 2027	20 Oct 2027	21 Oct 2027
			Mpumalanga	27 Nov 2026	30 Nov 2026	23 Jul 2027	26 Jul 2027	13 Oct 2027	14 Oct 2027
			North West	19 Feb 2027	22 Feb 2027	26 May 2027	27 May 2027	02 Sep 2027	03 Sep 2027
			KwaZulu-Natal	27 Oct 2026	28 Oct 2026	23 Jun 2027	24 Jun 2027	09 Nov 2027	10 Nov 2027
		Online	Online	16 Feb 2027	17 Feb 2027	23 Apr 2027	26 Apr 2027	23 Sep 2027	27 Sep 2027
Budget Management Code: MC-19	3 Days	Face-to-Face	Gauteng	29 Jan 2027	02 Feb 2027	29 Jun 2027	01 Jul 2027	28 Sep 2027	30 Sep 2027
			Western Cape	11 Feb 2027	15 Feb 2027	07 Apr 2027	09 Apr 2027	11 Oct 2027	13 Oct 2027
			Northern Cape	10 Feb 2027	12 Feb 2027	25 Jun 2027	29 Jun 2027	28 Oct 2027	01 Nov 2027
			Free State	03 Dec 2026	07 Dec 2026	06 May 2027	10 May 2027	29 Sep 2027	01 Oct 2027
			Eastern Cape	05 Feb 2027	09 Feb 2027	14 Jun 2027	17 Jun 2027	18 Oct 2027	20 Oct 2027
			Limpopo	13 Jan 2027	15 Jan 2027	08 Apr 2027	12 Apr 2027	24 Aug 2027	26 Aug 2027
			Mpumalanga	14 Dec 2026	07 Jan 2027	04 May 2027	06 May 2027	25 Nov 2027	29 Nov 2027
			North West	30 Oct 2026	03 Nov 2026	18 May 2027	20 May 2027	20 Oct 2027	22 Oct 2027
			KwaZulu-Natal	19 Oct 2026	21 Oct 2026	23 Jul 2027	27 Jul 2027	06 Aug 2027	11 Aug 2027
		Online	Online	16 Feb 2027	18 Feb 2027	07 Jul 2027	09 Jul 2027	15 Oct 2027	19 Oct 2027
Building High-Performance Team Code: MC-28	2 Days	Face-to-Face	Gauteng	19 Feb 2027	22 Feb 2027	31 Mar 2027	01 Apr 2027	17 Aug 2027	18 Aug 2027
			Western Cape	14 Dec 2026	15 Dec 2026	12 Jul 2027	13 Jul 2027	30 Nov 2027	01 Dec 2027
			Northern Cape	15 Jan 2027	18 Jan 2027	02 Jul 2027	05 Jul 2027	18 Aug 2027	19 Aug 2027
			Free State	24 Nov 2026	25 Nov 2026	16 Jul 2027	19 Jul 2027	06 Dec 2027	07 Dec 2027
			Eastern Cape	11 Nov 2026	12 Nov 2026	28 Jul 2027	29 Jul 2027	30 Aug 2027	31 Aug 2027
			Limpopo	19 Nov 2026	20 Nov 2026	16 Mar 2027	17 Mar 2027	27 Aug 2027	30 Aug 2027
			Mpumalanga	27 Jan 2027	28 Jan 2027	24 Jun 2027	25 Jun 2027	24 Nov 2027	25 Nov 2027
			North West	26 Nov 2026	27 Nov 2026	08 Mar 2027	09 Mar 2027	10 Aug 2027	11 Aug 2027
			KwaZulu-Natal	27 Nov 2026	30 Nov 2026	14 May 2027	17 May 2027	13 Dec 2027	14 Dec 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
		Online	Online	19 Oct 2026	20 Oct 2026	07 Jul 2027	08 Jul 2027	02 Dec 2027	03 Dec 2027
Business Development & Sales Code: MC-08	2 Days	Face-to-Face	Gauteng	25 Jan 2027	26 Jan 2027	04 Jun 2027	07 Jun 2027	13 Oct 2027	14 Oct 2027
			Western Cape	22 Feb 2027	23 Feb 2027	26 Apr 2027	28 Apr 2027	12 Aug 2027	13 Aug 2027
			Northern Cape	03 Nov 2026	05 Nov 2026	04 May 2027	05 May 2027	08 Nov 2027	09 Nov 2027
			Free State	07 Dec 2026	08 Dec 2026	16 Jul 2027	19 Jul 2027	16 Sep 2027	17 Sep 2027
			Eastern Cape	27 Nov 2026	30 Nov 2026	02 Jun 2027	03 Jun 2027	18 Aug 2027	19 Aug 2027
			Limpopo	28 Jan 2027	29 Jan 2027	17 May 2027	18 May 2027	17 Sep 2027	20 Sep 2027
			Mpumalanga	25 Nov 2026	26 Nov 2026	28 Jun 2027	29 Jun 2027	24 Aug 2027	25 Aug 2027
			North West	30 Oct 2026	02 Nov 2026	08 Jul 2027	09 Jul 2027	02 Dec 2027	03 Dec 2027
			KwaZulu-Natal	12 Oct 2026	13 Oct 2026	18 May 2027	19 May 2027	20 Sep 2027	21 Sep 2027
		Online	Online	05 Nov 2026	06 Nov 2026	07 Jun 2027	08 Jun 2027	29 Oct 2027	01 Nov 2027
Business Etiquette & Cultural Diversity Code: MC-14	2 Days	Face-to-Face	Gauteng	12 Feb 2027	15 Feb 2027	21 Jul 2027	22 Jul 2027	01 Oct 2027	04 Oct 2027
			Western Cape	26 Jan 2027	27 Jan 2027	14 Jun 2027	15 Jun 2027	05 Aug 2027	06 Aug 2027
			Northern Cape	11 Dec 2026	14 Dec 2026	01 Apr 2027	06 Apr 2027	03 Dec 2027	06 Dec 2027
			Free State	15 Oct 2026	16 Oct 2026	31 May 2027	01 Jun 2027	13 Aug 2027	16 Aug 2027
			Eastern Cape	23 Feb 2027	24 Feb 2027	13 Apr 2027	14 Apr 2027	22 Sep 2027	23 Sep 2027
			Limpopo	02 Feb 2027	03 Feb 2027	28 May 2027	31 May 2027	27 Oct 2027	28 Oct 2027
			Mpumalanga	22 Oct 2026	23 Oct 2026	30 Mar 2027	31 Mar 2027	19 Oct 2027	20 Oct 2027
			North West	23 Oct 2026	26 Oct 2026	20 May 2027	21 May 2027	13 Oct 2027	14 Oct 2027
			KwaZulu-Natal	01 Dec 2026	02 Dec 2026	06 Jul 2027	07 Jul 2027	01 Nov 2027	02 Nov 2027
		Online	Online	07 Jan 2027	08 Jan 2027	07 Jul 2027	08 Jul 2027	31 Aug 2027	01 Sep 2027
Business Process Improvement Code: MC-06	3 Days	Face-to-Face	Gauteng	12 Feb 2027	16 Feb 2027	28 May 2027	01 Jun 2027	24 Aug 2027	26 Aug 2027
			Western Cape	07 Jan 2027	11 Jan 2027	22 Jul 2027	26 Jul 2027	06 Oct 2027	08 Oct 2027
			Northern Cape	15 Feb 2027	17 Feb 2027	20 Apr 2027	22 Apr 2027	08 Dec 2027	10 Dec 2027
			Free State	09 Dec 2026	11 Dec 2026	03 May 2027	05 May 2027	11 Nov 2027	15 Nov 2027
			Eastern Cape	19 Feb 2027	23 Feb 2027	16 Mar 2027	18 Mar 2027	16 Sep 2027	20 Sep 2027
			Limpopo	26 Nov 2026	30 Nov 2026	05 Mar 2027	09 Mar 2027	29 Nov 2027	01 Dec 2027
			Mpumalanga	04 Dec 2026	08 Dec 2026	21 May 2027	25 May 2027	19 Aug 2027	23 Aug 2027
			North West	28 Oct 2026	30 Oct 2026	07 Jun 2027	09 Jun 2027	06 Sep 2027	08 Sep 2027
			KwaZulu-Natal	23 Oct 2026	27 Oct 2026	29 Jun 2027	01 Jul 2027	22 Oct 2027	26 Oct 2027
		Online	Online	21 Jan 2027	25 Jan 2027	04 May 2027	06 May 2027	10 Nov 2027	12 Nov 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
Business Strategy Code: MC-03	2 Days	Face-to-Face	Gauteng	27 Oct 2026	28 Oct 2026	21 Jul 2027	22 Jul 2027	26 Oct 2027	27 Oct 2027
			Western Cape	16 Nov 2026	17 Nov 2026	20 May 2027	21 May 2027	07 Sep 2027	08 Sep 2027
			Northern Cape	05 Feb 2027	08 Feb 2027	26 Jul 2027	27 Jul 2027	06 Dec 2027	07 Dec 2027
			Free State	10 Dec 2026	11 Dec 2026	10 Jun 2027	11 Jun 2027	07 Oct 2027	08 Oct 2027
			Eastern Cape	28 Jan 2027	29 Jan 2027	22 Jul 2027	23 Jul 2027	25 Oct 2027	26 Oct 2027
			Limpopo	16 Feb 2027	17 Feb 2027	01 Apr 2027	06 Apr 2027	28 Oct 2027	29 Oct 2027
			Mpumalanga	23 Feb 2027	24 Feb 2027	01 Jul 2027	02 Jul 2027	29 Nov 2027	30 Nov 2027
			North West	20 Nov 2026	23 Nov 2026	13 May 2027	14 May 2027	14 Dec 2027	15 Dec 2027
			KwaZulu-Natal	23 Nov 2026	24 Nov 2026	19 Apr 2027	20 Apr 2027	25 Aug 2027	26 Aug 2027
		Online	Online	08 Feb 2027	09 Feb 2027	21 Jun 2027	22 Jun 2027	29 Oct 2027	01 Nov 2027
Change Management Code: MC-05	2 Days	Face-to-Face	Gauteng	08 Dec 2026	09 Dec 2026	02 Jul 2027	05 Jul 2027	17 Nov 2027	18 Nov 2027
			Western Cape	16 Feb 2027	17 Feb 2027	30 Apr 2027	03 May 2027	13 Aug 2027	16 Aug 2027
			Northern Cape	28 Jan 2027	29 Jan 2027	25 May 2027	26 May 2027	05 Nov 2027	08 Nov 2027
			Free State	05 Nov 2026	06 Nov 2026	01 Apr 2027	06 Apr 2027	15 Nov 2027	16 Nov 2027
			Eastern Cape	11 Nov 2026	12 Nov 2026	02 Jun 2027	03 Jun 2027	30 Sep 2027	01 Oct 2027
			Limpopo	04 Feb 2027	05 Feb 2027	14 Jun 2027	15 Jun 2027	11 Oct 2027	12 Oct 2027
			Mpumalanga	22 Oct 2026	23 Oct 2026	10 Jun 2027	11 Jun 2027	14 Sep 2027	15 Sep 2027
			North West	18 Feb 2027	19 Feb 2027	05 May 2027	06 May 2027	06 Dec 2027	07 Dec 2027
			KwaZulu-Natal	12 Feb 2027	15 Feb 2027	26 Apr 2027	28 Apr 2027	07 Oct 2027	08 Oct 2027
		Online	Online	26 Oct 2026	27 Oct 2026	03 Jun 2027	04 Jun 2027	16 Nov 2027	17 Nov 2027
Communication Skills Code: MC-29	2 Days	Face-to-Face	Gauteng	23 Nov 2026	24 Nov 2026	23 Apr 2027	26 Apr 2027	29 Nov 2027	30 Nov 2027
			Western Cape	12 Oct 2026	13 Oct 2026	28 Jul 2027	29 Jul 2027	10 Dec 2027	13 Dec 2027
			Northern Cape	11 Dec 2026	14 Dec 2026	12 Apr 2027	13 Apr 2027	26 Aug 2027	27 Aug 2027
			Free State	13 Oct 2026	14 Oct 2026	04 May 2027	05 May 2027	25 Oct 2027	26 Oct 2027
			Eastern Cape	08 Feb 2027	09 Feb 2027	16 Jul 2027	19 Jul 2027	24 Aug 2027	25 Aug 2027
			Limpopo	28 Oct 2026	29 Oct 2026	02 Mar 2027	03 Mar 2027	09 Nov 2027	10 Nov 2027
			Mpumalanga	02 Dec 2026	03 Dec 2026	15 Mar 2027	16 Mar 2027	11 Aug 2027	12 Aug 2027
			North West	09 Dec 2026	10 Dec 2026	12 May 2027	13 May 2027	09 Sep 2027	10 Sep 2027
			KwaZulu-Natal	01 Dec 2026	02 Dec 2026	13 Jul 2027	14 Jul 2027	28 Sep 2027	29 Sep 2027
		Online	Online	14 Oct 2026	15 Oct 2026	24 Mar 2027	25 Mar 2027	18 Aug 2027	19 Aug 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
Corporate Governance Code: MC-04	2 Days	Face-to-Face	Gauteng	14 Jan 2027	15 Jan 2027	21 May 2027	24 May 2027	18 Aug 2027	19 Aug 2027
			Western Cape	20 Nov 2026	23 Nov 2026	22 Apr 2027	23 Apr 2027	11 Oct 2027	12 Oct 2027
			Northern Cape	16 Feb 2027	17 Feb 2027	21 Jul 2027	22 Jul 2027	14 Oct 2027	15 Oct 2027
			Free State	12 Oct 2026	13 Oct 2026	03 Mar 2027	04 Mar 2027	07 Sep 2027	08 Sep 2027
			Eastern Cape	02 Nov 2026	03 Nov 2026	27 May 2027	28 May 2027	01 Oct 2027	04 Oct 2027
			Limpopo	02 Feb 2027	03 Feb 2027	19 Jul 2027	20 Jul 2027	08 Oct 2027	11 Oct 2027
			Mpumalanga	05 Nov 2026	06 Nov 2026	09 Apr 2027	12 Apr 2027	01 Dec 2027	02 Dec 2027
			North West	13 Oct 2026	14 Oct 2026	15 Mar 2027	16 Mar 2027	02 Dec 2027	03 Dec 2027
			KwaZulu-Natal	03 Dec 2026	04 Dec 2026	13 Jul 2027	14 Jul 2027	05 Nov 2027	08 Nov 2027
		Online	Online	13 Jan 2027	14 Jan 2027	07 May 2027	10 May 2027	09 Sep 2027	10 Sep 2027
Cost Accounting Code: MC-22	3 Days	Face-to-Face	Gauteng	01 Feb 2027	03 Feb 2027	20 Apr 2027	22 Apr 2027	03 Sep 2027	07 Sep 2027
			Western Cape	04 Feb 2027	08 Feb 2027	09 Jul 2027	13 Jul 2027	13 Dec 2027	15 Dec 2027
			Northern Cape	27 Nov 2026	01 Dec 2026	17 Jun 2027	21 Jun 2027	03 Nov 2027	05 Nov 2027
			Free State	10 Dec 2026	14 Dec 2026	16 Jul 2027	20 Jul 2027	02 Aug 2027	04 Aug 2027
			Eastern Cape	10 Nov 2026	12 Nov 2026	12 Mar 2027	16 Mar 2027	17 Nov 2027	19 Nov 2027
			Limpopo	29 Jan 2027	02 Feb 2027	28 Jul 2027	30 Jul 2027	06 Sep 2027	08 Sep 2027
			Mpumalanga	30 Nov 2026	02 Dec 2026	26 Mar 2027	30 Mar 2027	09 Nov 2027	11 Nov 2027
			North West	15 Feb 2027	17 Feb 2027	02 Mar 2027	04 Mar 2027	04 Nov 2027	08 Nov 2027
			KwaZulu-Natal	08 Dec 2026	10 Dec 2026	28 Jun 2027	30 Jun 2027	18 Oct 2027	20 Oct 2027
		Online	Online	22 Jan 2027	26 Jan 2027	22 Apr 2027	26 Apr 2027	03 Aug 2027	05 Aug 2027
Customer Relationship Management Code: MC-27	2 Days	Face-to-Face	Gauteng	22 Feb 2027	23 Feb 2027	24 Mar 2027	25 Mar 2027	03 Dec 2027	06 Dec 2027
			Western Cape	02 Dec 2026	03 Dec 2026	14 Jul 2027	15 Jul 2027	10 Dec 2027	13 Dec 2027
			Northern Cape	20 Nov 2026	23 Nov 2026	29 Apr 2027	30 Apr 2027	09 Sep 2027	10 Sep 2027
			Free State	23 Oct 2026	26 Oct 2026	13 Apr 2027	14 Apr 2027	03 Nov 2027	04 Nov 2027
			Eastern Cape	15 Jan 2027	18 Jan 2027	20 Jul 2027	21 Jul 2027	05 Aug 2027	06 Aug 2027
			Limpopo	15 Feb 2027	16 Feb 2027	31 Mar 2027	01 Apr 2027	17 Aug 2027	18 Aug 2027
			Mpumalanga	07 Dec 2026	08 Dec 2026	22 Jun 2027	23 Jun 2027	14 Oct 2027	15 Oct 2027
			North West	23 Nov 2026	24 Nov 2026	29 Jun 2027	30 Jun 2027	16 Aug 2027	17 Aug 2027
			KwaZulu-Natal	11 Nov 2026	12 Nov 2026	01 Apr 2027	06 Apr 2027	02 Nov 2027	03 Nov 2027
		Online	Online	02 Nov 2026	03 Nov 2026	25 Jun 2027	28 Jun 2027	06 Dec 2027	07 Dec 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
Customer Service Excellence Code: MC-13	2 Days	Face-to-Face	Gauteng	18 Jan 2027	19 Jan 2027	05 Mar 2027	08 Mar 2027	05 Oct 2027	06 Oct 2027
			Western Cape	20 Oct 2026	21 Oct 2026	21 Jun 2027	22 Jun 2027	09 Sep 2027	10 Sep 2027
			Northern Cape	23 Nov 2026	24 Nov 2026	21 Apr 2027	22 Apr 2027	17 Sep 2027	20 Sep 2027
			Free State	02 Nov 2026	03 Nov 2026	27 Jul 2027	28 Jul 2027	13 Sep 2027	14 Sep 2027
			Eastern Cape	30 Oct 2026	02 Nov 2026	14 Jun 2027	15 Jun 2027	03 Dec 2027	06 Dec 2027
			Limpopo	20 Nov 2026	23 Nov 2026	26 Apr 2027	28 Apr 2027	01 Dec 2027	02 Dec 2027
			Mpumalanga	13 Jan 2027	14 Jan 2027	22 Jul 2027	23 Jul 2027	10 Nov 2027	11 Nov 2027
			North West	18 Nov 2026	19 Nov 2026	07 Jul 2027	08 Jul 2027	17 Nov 2027	18 Nov 2027
			KwaZulu-Natal	14 Oct 2026	15 Oct 2026	24 Mar 2027	25 Mar 2027	15 Oct 2027	18 Oct 2027
		Online	Online	09 Feb 2027	10 Feb 2027	14 Apr 2027	15 Apr 2027	13 Oct 2027	14 Oct 2027
Data and Record Management Code: MC-30	2 Days	Face-to-Face	Gauteng	15 Jan 2027	18 Jan 2027	24 Jun 2027	25 Jun 2027	08 Dec 2027	09 Dec 2027
			Western Cape	16 Nov 2026	17 Nov 2026	28 Apr 2027	29 Apr 2027	01 Oct 2027	04 Oct 2027
			Northern Cape	26 Jan 2027	27 Jan 2027	08 Jul 2027	09 Jul 2027	23 Aug 2027	24 Aug 2027
			Free State	16 Feb 2027	17 Feb 2027	29 Jul 2027	30 Jul 2027	07 Oct 2027	08 Oct 2027
			Eastern Cape	26 Oct 2026	27 Oct 2026	03 May 2027	04 May 2027	10 Dec 2027	13 Dec 2027
			Limpopo	13 Nov 2026	16 Nov 2026	05 Jul 2027	06 Jul 2027	23 Sep 2027	27 Sep 2027
			Mpumalanga	02 Nov 2026	03 Nov 2026	17 Jun 2027	18 Jun 2027	25 Nov 2027	26 Nov 2027
			North West	11 Dec 2026	14 Dec 2026	11 Jun 2027	14 Jun 2027	29 Nov 2027	30 Nov 2027
			KwaZulu-Natal	19 Nov 2026	20 Nov 2026	05 May 2027	06 May 2027	30 Nov 2027	01 Dec 2027
		Online	Online	02 Dec 2026	03 Dec 2026	19 Apr 2027	20 Apr 2027	21 Oct 2027	22 Oct 2027
Digital Marketing Code: MC-23	3 Days	Face-to-Face	Gauteng	19 Nov 2026	23 Nov 2026	06 May 2027	10 May 2027	19 Aug 2027	23 Aug 2027
			Western Cape	15 Feb 2027	17 Feb 2027	14 Jun 2027	17 Jun 2027	21 Sep 2027	23 Sep 2027
			Northern Cape	26 Nov 2026	30 Nov 2026	11 Mar 2027	15 Mar 2027	07 Dec 2027	09 Dec 2027
			Free State	22 Feb 2027	24 Feb 2027	28 Jun 2027	30 Jun 2027	24 Aug 2027	26 Aug 2027
			Eastern Cape	21 Oct 2026	23 Oct 2026	28 May 2027	01 Jun 2027	02 Aug 2027	04 Aug 2027
			Limpopo	29 Oct 2026	02 Nov 2026	13 Apr 2027	15 Apr 2027	10 Nov 2027	12 Nov 2027
			Mpumalanga	20 Jan 2027	22 Jan 2027	27 May 2027	31 May 2027	15 Sep 2027	17 Sep 2027
			North West	26 Jan 2027	28 Jan 2027	15 Mar 2027	17 Mar 2027	19 Nov 2027	23 Nov 2027
			KwaZulu-Natal	22 Oct 2026	26 Oct 2026	07 Jul 2027	09 Jul 2027	27 Sep 2027	29 Sep 2027
		Online	Online	09 Feb 2027	11 Feb 2027	12 Mar 2027	16 Mar 2027	05 Oct 2027	07 Oct 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
Effective Sales Code: MC-31	**2 Days**	**Face-to-Face**	**Gauteng**	14 Dec 2026	15 Dec 2026	24 Jun 2027	25 Jun 2027	10 Dec 2027	13 Dec 2027
			Western Cape	15 Dec 2026	07 Jan 2027	23 Jul 2027	26 Jul 2027	26 Nov 2027	29 Nov 2027
			Northern Cape	19 Jan 2027	20 Jan 2027	21 May 2027	24 May 2027	07 Oct 2027	08 Oct 2027
			Free State	12 Jan 2027	13 Jan 2027	20 Jul 2027	21 Jul 2027	04 Oct 2027	05 Oct 2027
			Eastern Cape	11 Nov 2026	12 Nov 2026	17 Jun 2027	18 Jun 2027	01 Dec 2027	02 Dec 2027
			Limpopo	07 Jan 2027	08 Jan 2027	14 Apr 2027	15 Apr 2027	30 Sep 2027	01 Oct 2027
			Mpumalanga	30 Oct 2026	02 Nov 2026	15 Jun 2027	17 Jun 2027	12 Nov 2027	15 Nov 2027
			North West	14 Oct 2026	15 Oct 2026	27 May 2027	28 May 2027	14 Dec 2027	15 Dec 2027
			KwaZulu-Natal	29 Jan 2027	01 Feb 2027	29 Apr 2027	30 Apr 2027	07 Sep 2027	08 Sep 2027
		Online	**Online**	11 Jan 2027	12 Jan 2027	20 May 2027	21 May 2027	20 Oct 2027	21 Oct 2027
Entrepreneurship Development Code: MC-07	**3 Days**	**Face-to-Face**	**Gauteng**	25 Nov 2026	27 Nov 2026	27 Jul 2027	29 Jul 2027	07 Oct 2027	11 Oct 2027
			Western Cape	05 Feb 2027	09 Feb 2027	01 Apr 2027	07 Apr 2027	19 Aug 2027	23 Aug 2027
			Northern Cape	26 Jan 2027	28 Jan 2027	09 Mar 2027	11 Mar 2027	06 Aug 2027	11 Aug 2027
			Free State	07 Dec 2026	09 Dec 2026	23 Jun 2027	25 Jun 2027	10 Dec 2027	14 Dec 2027
			Eastern Cape	14 Dec 2026	07 Jan 2027	21 Jun 2027	23 Jun 2027	20 Aug 2027	24 Aug 2027
			Limpopo	17 Nov 2026	19 Nov 2026	31 May 2027	02 Jun 2027	03 Aug 2027	05 Aug 2027
			Mpumalanga	12 Oct 2026	14 Oct 2026	12 Mar 2027	16 Mar 2027	18 Aug 2027	20 Aug 2027
			North West	22 Feb 2027	24 Feb 2027	14 Jul 2027	16 Jul 2027	11 Aug 2027	13 Aug 2027
			KwaZulu-Natal	12 Feb 2027	16 Feb 2027	13 Jul 2027	15 Jul 2027	02 Sep 2027	06 Sep 2027
		Online	**Online**	26 Nov 2026	30 Nov 2026	21 Jul 2027	23 Jul 2027	17 Aug 2027	19 Aug 2027
Finance for Non-Financial Managers Code: MC-20	**3 Days**	**Face-to-Face**	**Gauteng**	07 Dec 2026	09 Dec 2026	09 Jun 2027	11 Jun 2027	22 Oct 2027	26 Oct 2027
			Western Cape	30 Nov 2026	02 Dec 2026	22 Apr 2027	26 Apr 2027	26 Oct 2027	28 Oct 2027
			Northern Cape	15 Jan 2027	19 Jan 2027	04 May 2027	06 May 2027	08 Nov 2027	10 Nov 2027
			Free State	18 Jan 2027	20 Jan 2027	05 Jul 2027	07 Jul 2027	25 Nov 2027	29 Nov 2027
			Eastern Cape	19 Oct 2026	21 Oct 2026	30 Apr 2027	04 May 2027	18 Aug 2027	20 Aug 2027
			Limpopo	01 Feb 2027	03 Feb 2027	02 Jul 2027	06 Jul 2027	30 Sep 2027	04 Oct 2027
			Mpumalanga	22 Oct 2026	26 Oct 2026	07 May 2027	11 May 2027	08 Oct 2027	12 Oct 2027
			North West	13 Oct 2026	15 Oct 2026	12 Mar 2027	16 Mar 2027	26 Aug 2027	30 Aug 2027
			KwaZulu-Natal	10 Dec 2026	14 Dec 2026	19 Apr 2027	21 Apr 2027	15 Sep 2027	17 Sep 2027
		Online	**Online**	09 Feb 2027	11 Feb 2027	27 May 2027	31 May 2027	31 Aug 2027	02 Sep 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
Financial Management Code: MC-17	3 Days	Face-to-Face	Gauteng	15 Dec 2026	08 Jan 2027	30 Mar 2027	01 Apr 2027	01 Dec 2027	03 Dec 2027
			Western Cape	12 Feb 2027	16 Feb 2027	31 Mar 2027	06 Apr 2027	18 Oct 2027	20 Oct 2027
			Northern Cape	17 Nov 2026	19 Nov 2026	06 Jul 2027	08 Jul 2027	06 Oct 2027	08 Oct 2027
			Free State	24 Nov 2026	26 Nov 2026	01 Apr 2027	07 Apr 2027	11 Oct 2027	13 Oct 2027
			Eastern Cape	05 Feb 2027	09 Feb 2027	18 Jun 2027	22 Jun 2027	17 Aug 2027	19 Aug 2027
			Limpopo	07 Jan 2027	11 Jan 2027	16 Apr 2027	20 Apr 2027	24 Nov 2027	26 Nov 2027
			Mpumalanga	12 Jan 2027	14 Jan 2027	24 May 2027	26 May 2027	19 Aug 2027	23 Aug 2027
			North West	22 Jan 2027	26 Jan 2027	25 May 2027	27 May 2027	19 Oct 2027	21 Oct 2027
			KwaZulu-Natal	22 Oct 2026	26 Oct 2026	28 Jul 2027	30 Jul 2027	04 Oct 2027	06 Oct 2027
		Online	Online	11 Feb 2027	15 Feb 2027	22 Jun 2027	24 Jun 2027	02 Dec 2027	06 Dec 2027
Financial Modelling Code: MC-18	5 Days	Face-to-Face	Gauteng	26 Oct 2026	30 Oct 2026	26 Jul 2027	30 Jul 2027	26 Oct 2027	01 Nov 2027
			Western Cape	22 Jan 2027	28 Jan 2027	02 Jun 2027	08 Jun 2027	19 Nov 2027	25 Nov 2027
			Northern Cape	02 Nov 2026	09 Nov 2026	28 May 2027	03 Jun 2027	20 Sep 2027	27 Sep 2027
			Free State	20 Nov 2026	26 Nov 2026	10 May 2027	14 May 2027	27 Oct 2027	02 Nov 2027
			Eastern Cape	10 Feb 2027	16 Feb 2027	16 Mar 2027	23 Mar 2027	04 Aug 2027	11 Aug 2027
			Limpopo	14 Dec 2026	11 Jan 2027	31 May 2027	04 Jun 2027	10 Sep 2027	16 Sep 2027
			Mpumalanga	18 Feb 2027	24 Feb 2027	16 Jul 2027	22 Jul 2027	12 Nov 2027	18 Nov 2027
			North West	09 Dec 2026	15 Dec 2026	26 Apr 2027	03 May 2027	21 Sep 2027	28 Sep 2027
			KwaZulu-Natal	11 Jan 2027	15 Jan 2027	19 Jul 2027	23 Jul 2027	29 Oct 2027	04 Nov 2027
		Online	Online	16 Oct 2026	22 Oct 2026	13 May 2027	19 May 2027	09 Dec 2027	15 Dec 2027
Investment Asset Management Code: MC-32	3 Days	Face-to-Face	Gauteng	29 Oct 2026	02 Nov 2026	16 Apr 2027	20 Apr 2027	22 Oct 2027	26 Oct 2027
			Western Cape	18 Nov 2026	20 Nov 2026	22 Jul 2027	26 Jul 2027	04 Nov 2027	08 Nov 2027
			Northern Cape	28 Oct 2026	30 Oct 2026	02 Jul 2027	06 Jul 2027	17 Aug 2027	19 Aug 2027
			Free State	04 Feb 2027	08 Feb 2027	14 Jul 2027	16 Jul 2027	23 Sep 2027	28 Sep 2027
			Eastern Cape	15 Feb 2027	17 Feb 2027	31 May 2027	02 Jun 2027	10 Nov 2027	12 Nov 2027
			Limpopo	09 Nov 2026	11 Nov 2026	23 Mar 2027	25 Mar 2027	08 Sep 2027	10 Sep 2027
			Mpumalanga	15 Oct 2026	19 Oct 2026	29 Jun 2027	01 Jul 2027	22 Nov 2027	24 Nov 2027
			North West	12 Feb 2027	16 Feb 2027	09 Jul 2027	13 Jul 2027	27 Aug 2027	31 Aug 2027
			KwaZulu-Natal	24 Nov 2026	26 Nov 2026	22 Apr 2027	26 Apr 2027	08 Oct 2027	12 Oct 2027
		Online	Online	12 Nov 2026	16 Nov 2026	24 Mar 2027	26 Mar 2027	08 Nov 2027	10 Nov 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
Leadership Development Code: MC-01	3 Days	Face-to-Face	Gauteng	30 Nov 2026	02 Dec 2026	20 Apr 2027	22 Apr 2027	20 Aug 2027	24 Aug 2027
			Western Cape	10 Feb 2027	12 Feb 2027	04 Mar 2027	08 Mar 2027	14 Sep 2027	16 Sep 2027
			Northern Cape	11 Nov 2026	13 Nov 2026	22 Jun 2027	24 Jun 2027	26 Nov 2027	30 Nov 2027
			Free State	20 Nov 2026	24 Nov 2026	25 Mar 2027	29 Mar 2027	02 Nov 2027	04 Nov 2027
			Eastern Cape	03 Nov 2026	06 Nov 2026	22 Jul 2027	26 Jul 2027	27 Aug 2027	31 Aug 2027
			Limpopo	08 Feb 2027	10 Feb 2027	12 Mar 2027	16 Mar 2027	25 Aug 2027	27 Aug 2027
			Mpumalanga	15 Dec 2026	08 Jan 2027	19 Apr 2027	21 Apr 2027	06 Sep 2027	08 Sep 2027
			North West	24 Feb 2027	26 Feb 2027	08 Jul 2027	12 Jul 2027	07 Dec 2027	09 Dec 2027
			KwaZulu-Natal	12 Oct 2026	14 Oct 2026	05 Mar 2027	09 Mar 2027	30 Nov 2027	02 Dec 2027
		Online	Online	14 Dec 2026	07 Jan 2027	08 Jun 2027	10 Jun 2027	22 Nov 2027	24 Nov 2027
Meeting and Minute Management Code: MC-44	2 Days	Face-to-Face	Gauteng	25 Nov 2026	26 Nov 2026	29 Apr 2027	30 Apr 2027	24 Aug 2027	25 Aug 2027
			Western Cape	29 Jan 2027	01 Feb 2027	11 May 2027	12 May 2027	06 Dec 2027	07 Dec 2027
			Northern Cape	03 Feb 2027	04 Feb 2027	09 Jul 2027	12 Jul 2027	15 Oct 2027	18 Oct 2027
			Free State	09 Feb 2027	10 Feb 2027	12 Jul 2027	13 Jul 2027	14 Oct 2027	15 Oct 2027
			Eastern Cape	21 Jan 2027	22 Jan 2027	13 Apr 2027	14 Apr 2027	13 Sep 2027	14 Sep 2027
			Limpopo	24 Nov 2026	25 Nov 2026	16 Mar 2027	17 Mar 2027	26 Aug 2027	27 Aug 2027
			Mpumalanga	11 Nov 2026	12 Nov 2026	17 Mar 2027	18 Mar 2027	11 Aug 2027	12 Aug 2027
			North West	05 Feb 2027	08 Feb 2027	23 Apr 2027	26 Apr 2027	01 Sep 2027	02 Sep 2027
			KwaZulu-Natal	10 Dec 2026	11 Dec 2026	30 Apr 2027	03 May 2027	19 Oct 2027	20 Oct 2027
		Online	Online	26 Oct 2026	27 Oct 2026	19 Jul 2027	20 Jul 2027	18 Oct 2027	19 Oct 2027
MS Excel & PowerPoint Advanced Code: MC-33	5 Days	Face-to-Face	Gauteng	02 Nov 2026	09 Nov 2026	26 May 2027	01 Jun 2027	24 Aug 2027	30 Aug 2027
			Western Cape	05 Nov 2026	11 Nov 2026	01 Apr 2027	09 Apr 2027	05 Nov 2027	11 Nov 2027
			Northern Cape	12 Oct 2026	16 Oct 2026	16 Apr 2027	22 Apr 2027	25 Oct 2027	29 Oct 2027
			Free State	03 Nov 2026	10 Nov 2026	04 Jun 2027	10 Jun 2027	01 Dec 2027	07 Dec 2027
			Eastern Cape	06 Nov 2026	12 Nov 2026	07 Apr 2027	13 Apr 2027	28 Sep 2027	04 Oct 2027
			Limpopo	27 Nov 2026	03 Dec 2026	13 Apr 2027	19 Apr 2027	02 Dec 2027	08 Dec 2027
			Mpumalanga	19 Nov 2026	25 Nov 2026	18 Jun 2027	24 Jun 2027	20 Aug 2027	26 Aug 2027
			North West	05 Feb 2027	11 Feb 2027	22 Apr 2027	29 Apr 2027	18 Aug 2027	24 Aug 2027
			KwaZulu-Natal	24 Nov 2026	30 Nov 2026	22 Jul 2027	28 Jul 2027	20 Sep 2027	27 Sep 2027
		Online	Online	17 Nov 2026	23 Nov 2026	09 Mar 2027	15 Mar 2027	22 Nov 2027	26 Nov 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
MS Excel Advanced Code: MC-34	**2 Days**	**Face-to-Face**	**Gauteng**	09 Dec 2026	10 Dec 2026	13 Apr 2027	14 Apr 2027	11 Nov 2027	12 Nov 2027
			Western Cape	20 Jan 2027	21 Jan 2027	09 Apr 2027	12 Apr 2027	20 Oct 2027	21 Oct 2027
			Northern Cape	08 Feb 2027	09 Feb 2027	18 Mar 2027	19 Mar 2027	18 Oct 2027	19 Oct 2027
			Free State	15 Jan 2027	18 Jan 2027	30 Jun 2027	01 Jul 2027	21 Oct 2027	22 Oct 2027
			Eastern Cape	07 Dec 2026	08 Dec 2026	28 May 2027	31 May 2027	25 Oct 2027	26 Oct 2027
			Limpopo	22 Jan 2027	25 Jan 2027	08 Jun 2027	09 Jun 2027	26 Oct 2027	27 Oct 2027
			Mpumalanga	27 Jan 2027	28 Jan 2027	08 Jul 2027	09 Jul 2027	30 Nov 2027	01 Dec 2027
			North West	21 Jan 2027	22 Jan 2027	29 Jun 2027	30 Jun 2027	22 Sep 2027	23 Sep 2027
			KwaZulu-Natal	28 Oct 2026	29 Oct 2026	11 May 2027	12 May 2027	07 Oct 2027	08 Oct 2027
		Online	**Online**	04 Dec 2026	07 Dec 2026	21 Apr 2027	22 Apr 2027	16 Sep 2027	17 Sep 2027
MS Excel Basic Code: MC-35	**2 Days**	**Face-to-Face**	**Gauteng**	19 Feb 2027	22 Feb 2027	04 May 2027	05 May 2027	22 Nov 2027	23 Nov 2027
			Western Cape	16 Nov 2026	17 Nov 2026	28 May 2027	31 May 2027	13 Oct 2027	14 Oct 2027
			Northern Cape	25 Jan 2027	26 Jan 2027	09 Apr 2027	12 Apr 2027	03 Aug 2027	04 Aug 2027
			Free State	03 Dec 2026	04 Dec 2026	05 May 2027	06 May 2027	10 Aug 2027	11 Aug 2027
			Eastern Cape	11 Jan 2027	12 Jan 2027	26 Mar 2027	29 Mar 2027	01 Oct 2027	04 Oct 2027
			Limpopo	16 Oct 2026	19 Oct 2026	23 Jun 2027	24 Jun 2027	23 Nov 2027	24 Nov 2027
			Mpumalanga	05 Feb 2027	08 Feb 2027	22 Apr 2027	23 Apr 2027	17 Aug 2027	18 Aug 2027
			North West	28 Oct 2026	29 Oct 2026	29 Mar 2027	30 Mar 2027	07 Dec 2027	08 Dec 2027
			KwaZulu-Natal	22 Jan 2027	25 Jan 2027	14 Apr 2027	15 Apr 2027	18 Aug 2027	19 Aug 2027
		Online	**Online**	09 Dec 2026	10 Dec 2026	17 Jun 2027	18 Jun 2027	24 Aug 2027	25 Aug 2027
MS Excel Intermediate Code: MC-36	**2 Days**	**Face-to-Face**	**Gauteng**	02 Nov 2026	03 Nov 2026	20 Jul 2027	21 Jul 2027	13 Oct 2027	14 Oct 2027
			Western Cape	23 Nov 2026	24 Nov 2026	24 Jun 2027	25 Jun 2027	25 Aug 2027	26 Aug 2027
			Northern Cape	03 Feb 2027	04 Feb 2027	12 Jul 2027	13 Jul 2027	23 Sep 2027	27 Sep 2027
			Free State	16 Oct 2026	19 Oct 2026	26 Jul 2027	27 Jul 2027	16 Aug 2027	17 Aug 2027
			Eastern Cape	19 Feb 2027	22 Feb 2027	09 Mar 2027	10 Mar 2027	05 Nov 2027	08 Nov 2027
			Limpopo	14 Oct 2026	15 Oct 2026	01 Mar 2027	02 Mar 2027	27 Sep 2027	28 Sep 2027
			Mpumalanga	20 Nov 2026	23 Nov 2026	29 Mar 2027	30 Mar 2027	09 Sep 2027	10 Sep 2027
			North West	11 Nov 2026	12 Nov 2026	16 Jul 2027	19 Jul 2027	01 Nov 2027	02 Nov 2027
			KwaZulu-Natal	06 Nov 2026	09 Nov 2026	22 Jun 2027	23 Jun 2027	02 Nov 2027	03 Nov 2027
		Online	**Online**	15 Jan 2027	18 Jan 2027	31 May 2027	01 Jun 2027	05 Aug 2027	06 Aug 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
MS PowerPoint Advanced Code: MC-37	**2 Days**	**Face-to-Face**	**Gauteng**	11 Nov 2026	12 Nov 2026	17 Jun 2027	18 Jun 2027	01 Dec 2027	02 Dec 2027
			Western Cape	22 Jan 2027	25 Jan 2027	02 Jul 2027	05 Jul 2027	21 Oct 2027	22 Oct 2027
			Northern Cape	21 Jan 2027	22 Jan 2027	23 Jul 2027	26 Jul 2027	30 Aug 2027	31 Aug 2027
			Free State	09 Nov 2026	10 Nov 2026	14 Jun 2027	15 Jun 2027	01 Oct 2027	04 Oct 2027
			Eastern Cape	11 Dec 2026	14 Dec 2026	26 Apr 2027	28 Apr 2027	20 Sep 2027	21 Sep 2027
			Limpopo	18 Feb 2027	19 Feb 2027	02 Mar 2027	03 Mar 2027	04 Nov 2027	05 Nov 2027
			Mpumalanga	26 Jan 2027	27 Jan 2027	10 Jun 2027	11 Jun 2027	31 Aug 2027	01 Sep 2027
			North West	07 Dec 2026	08 Dec 2026	22 Jul 2027	23 Jul 2027	05 Nov 2027	08 Nov 2027
			KwaZulu-Natal	20 Oct 2026	21 Oct 2026	28 May 2027	31 May 2027	21 Sep 2027	22 Sep 2027
		Online	**Online**	04 Dec 2026	07 Dec 2026	04 May 2027	05 May 2027	23 Aug 2027	24 Aug 2027
MS PowerPoint Basic Code: MC-38	**2 Days**	**Face-to-Face**	**Gauteng**	19 Oct 2026	20 Oct 2026	12 May 2027	13 May 2027	05 Nov 2027	08 Nov 2027
			Western Cape	14 Jan 2027	15 Jan 2027	26 May 2027	27 May 2027	12 Oct 2027	13 Oct 2027
			Northern Cape	19 Nov 2026	20 Nov 2026	20 Jul 2027	21 Jul 2027	30 Sep 2027	01 Oct 2027
			Free State	02 Dec 2026	03 Dec 2026	28 Apr 2027	29 Apr 2027	14 Oct 2027	15 Oct 2027
			Eastern Cape	30 Oct 2026	02 Nov 2026	19 Mar 2027	23 Mar 2027	18 Nov 2027	19 Nov 2027
			Limpopo	07 Jan 2027	08 Jan 2027	30 Mar 2027	31 Mar 2027	16 Sep 2027	17 Sep 2027
			Mpumalanga	13 Jan 2027	14 Jan 2027	01 Mar 2027	02 Mar 2027	22 Nov 2027	23 Nov 2027
			North West	20 Nov 2026	23 Nov 2026	08 Jun 2027	09 Jun 2027	23 Nov 2027	24 Nov 2027
			KwaZulu-Natal	26 Nov 2026	27 Nov 2026	11 Mar 2027	12 Mar 2027	02 Sep 2027	03 Sep 2027
		Online	**Online**	09 Dec 2026	10 Dec 2026	06 Jul 2027	07 Jul 2027	04 Aug 2027	05 Aug 2027
MS PowerPoint Intermediate Code: MC-39	**2 Days**	**Face-to-Face**	**Gauteng**	04 Feb 2027	05 Feb 2027	21 Jul 2027	22 Jul 2027	27 Aug 2027	30 Aug 2027
			Western Cape	30 Oct 2026	02 Nov 2026	22 Jul 2027	23 Jul 2027	21 Sep 2027	22 Sep 2027
			Northern Cape	03 Feb 2027	04 Feb 2027	15 Mar 2027	16 Mar 2027	02 Sep 2027	03 Sep 2027
			Free State	10 Nov 2026	11 Nov 2026	14 May 2027	17 May 2027	30 Sep 2027	01 Oct 2027
			Eastern Cape	09 Dec 2026	10 Dec 2026	03 Jun 2027	04 Jun 2027	25 Nov 2027	26 Nov 2027
			Limpopo	07 Dec 2026	08 Dec 2026	10 May 2027	11 May 2027	07 Sep 2027	08 Sep 2027
			Mpumalanga	19 Oct 2026	20 Oct 2026	19 May 2027	20 May 2027	04 Oct 2027	05 Oct 2027
			North West	08 Dec 2026	09 Dec 2026	20 May 2027	21 May 2027	20 Oct 2027	21 Oct 2027
			KwaZulu-Natal	14 Oct 2026	15 Oct 2026	03 Mar 2027	04 Mar 2027	30 Aug 2027	31 Aug 2027
		Online	**Online**	21 Jan 2027	22 Jan 2027	11 Jun 2027	14 Jun 2027	12 Nov 2027	15 Nov 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
MS Project Basic Code: MC-40	2 Days	Face-to-Face	Gauteng	25 Nov 2026	26 Nov 2026	28 Jul 2027	29 Jul 2027	16 Aug 2027	17 Aug 2027
			Western Cape	20 Oct 2026	21 Oct 2026	30 Mar 2027	31 Mar 2027	20 Sep 2027	21 Sep 2027
			Northern Cape	30 Oct 2026	02 Nov 2026	12 Apr 2027	13 Apr 2027	16 Nov 2027	17 Nov 2027
			Free State	24 Nov 2026	25 Nov 2026	11 May 2027	12 May 2027	04 Nov 2027	05 Nov 2027
			Eastern Cape	23 Nov 2026	24 Nov 2026	02 Mar 2027	03 Mar 2027	30 Aug 2027	31 Aug 2027
			Limpopo	21 Jan 2027	22 Jan 2027	18 Jun 2027	21 Jun 2027	10 Dec 2027	13 Dec 2027
			Mpumalanga	08 Dec 2026	09 Dec 2026	12 Mar 2027	15 Mar 2027	06 Sep 2027	07 Sep 2027
			North West	13 Oct 2026	14 Oct 2026	09 Jul 2027	12 Jul 2027	04 Aug 2027	05 Aug 2027
			KwaZulu-Natal	19 Nov 2026	20 Nov 2026	03 Mar 2027	04 Mar 2027	13 Dec 2027	14 Dec 2027
		Online	Online	14 Jan 2027	15 Jan 2027	21 Jun 2027	22 Jun 2027	08 Dec 2027	09 Dec 2027
MS Project Intermediate Code: MC-41	2 Days	Face-to-Face	Gauteng	01 Dec 2026	02 Dec 2026	28 Jul 2027	29 Jul 2027	15 Nov 2027	16 Nov 2027
			Western Cape	02 Nov 2026	03 Nov 2026	09 Apr 2027	12 Apr 2027	31 Aug 2027	01 Sep 2027
			Northern Cape	14 Jan 2027	15 Jan 2027	18 May 2027	19 May 2027	19 Nov 2027	22 Nov 2027
			Free State	23 Feb 2027	24 Feb 2027	03 Jun 2027	04 Jun 2027	01 Sep 2027	02 Sep 2027
			Eastern Cape	24 Feb 2027	25 Feb 2027	14 May 2027	17 May 2027	11 Aug 2027	12 Aug 2027
			Limpopo	23 Nov 2026	24 Nov 2026	09 Mar 2027	10 Mar 2027	12 Aug 2027	13 Aug 2027
			Mpumalanga	02 Dec 2026	03 Dec 2026	11 Mar 2027	12 Mar 2027	15 Sep 2027	16 Sep 2027
			North West	06 Nov 2026	09 Nov 2026	28 May 2027	31 May 2027	03 Aug 2027	04 Aug 2027
			KwaZulu-Natal	19 Jan 2027	20 Jan 2027	15 Mar 2027	16 Mar 2027	26 Nov 2027	29 Nov 2027
		Online	Online	25 Feb 2027	26 Feb 2027	23 Jun 2027	24 Jun 2027	09 Nov 2027	10 Nov 2027
MS Word Basic Code: MC-42	2 Days	Face-to-Face	Gauteng	07 Jan 2027	08 Jan 2027	21 Jun 2027	22 Jun 2027	06 Aug 2027	10 Aug 2027
			Western Cape	26 Nov 2026	27 Nov 2026	02 Jun 2027	03 Jun 2027	07 Sep 2027	08 Sep 2027
			Northern Cape	13 Jan 2027	14 Jan 2027	12 May 2027	13 May 2027	22 Nov 2027	23 Nov 2027
			Free State	21 Jan 2027	22 Jan 2027	06 Apr 2027	07 Apr 2027	17 Sep 2027	20 Sep 2027
			Eastern Cape	03 Dec 2026	04 Dec 2026	11 Jun 2027	14 Jun 2027	08 Dec 2027	09 Dec 2027
			Limpopo	27 Jan 2027	28 Jan 2027	23 Mar 2027	24 Mar 2027	08 Oct 2027	11 Oct 2027
			Mpumalanga	02 Feb 2027	03 Feb 2027	24 Mar 2027	25 Mar 2027	14 Sep 2027	15 Sep 2027
			North West	19 Oct 2026	20 Oct 2026	20 Apr 2027	21 Apr 2027	19 Nov 2027	22 Nov 2027
			KwaZulu-Natal	19 Nov 2026	20 Nov 2026	26 Jul 2027	27 Jul 2027	21 Oct 2027	22 Oct 2027
		Online	Online	14 Dec 2026	15 Dec 2026	01 Jul 2027	02 Jul 2027	07 Oct 2027	08 Oct 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
MS Word Intermediate Code: MC-43	**2 Days**	**Face-to-Face**	**Gauteng**	23 Nov 2026	24 Nov 2026	22 Jul 2027	23 Jul 2027	03 Aug 2027	04 Aug 2027
			Western Cape	10 Nov 2026	11 Nov 2026	07 May 2027	10 May 2027	26 Aug 2027	27 Aug 2027
			Northern Cape	27 Oct 2026	28 Oct 2026	14 Jul 2027	15 Jul 2027	03 Sep 2027	06 Sep 2027
			Free State	06 Nov 2026	09 Nov 2026	07 Jul 2027	08 Jul 2027	21 Sep 2027	22 Sep 2027
			Eastern Cape	18 Jan 2027	19 Jan 2027	08 Mar 2027	09 Mar 2027	26 Oct 2027	27 Oct 2027
			Limpopo	12 Jan 2027	13 Jan 2027	17 Mar 2027	18 Mar 2027	13 Sep 2027	14 Sep 2027
			Mpumalanga	28 Oct 2026	29 Oct 2026	15 Jul 2027	16 Jul 2027	10 Dec 2027	13 Dec 2027
			North West	10 Dec 2026	11 Dec 2026	24 Jun 2027	25 Jun 2027	19 Oct 2027	20 Oct 2027
			KwaZulu-Natal	12 Feb 2027	15 Feb 2027	28 Jul 2027	29 Jul 2027	15 Oct 2027	18 Oct 2027
		Online	**Online**	09 Dec 2026	10 Dec 2026	25 Jun 2027	28 Jun 2027	09 Nov 2027	10 Nov 2027
Occupational Health & Safety Masterclass Code: MC-45	**1 Day**	**Face-to-Face**	**Gauteng**	01 Dec 2026	01 Dec 2026	03 Mar 2027	03 Mar 2027	16 Aug 2027	16 Aug 2027
			Western Cape	15 Dec 2026	15 Dec 2026	10 Jun 2027	10 Jun 2027	10 Nov 2027	10 Nov 2027
			Northern Cape	23 Oct 2026	23 Oct 2026	14 Apr 2027	14 Apr 2027	24 Nov 2027	24 Nov 2027
			Free State	30 Nov 2026	30 Nov 2026	12 Apr 2027	12 Apr 2027	23 Nov 2027	23 Nov 2027
			Eastern Cape	19 Oct 2026	19 Oct 2026	20 May 2027	20 May 2027	25 Nov 2027	25 Nov 2027
			Limpopo	16 Nov 2026	16 Nov 2026	12 Mar 2027	12 Mar 2027	07 Dec 2027	07 Dec 2027
			Mpumalanga	04 Dec 2026	04 Dec 2026	28 Apr 2027	28 Apr 2027	11 Oct 2027	11 Oct 2027
			North West	04 Feb 2027	04 Feb 2027	05 Jul 2027	05 Jul 2027	29 Nov 2027	29 Nov 2027
			KwaZulu-Natal	10 Feb 2027	10 Feb 2027	25 May 2027	25 May 2027	11 Aug 2027	11 Aug 2027
		Online	**Online**	10 Nov 2026	10 Nov 2026	19 Mar 2027	19 Mar 2027	02 Nov 2027	02 Nov 2027
Office Administrator Code: MC-46	**2 Days**	**Face-to-Face**	**Gauteng**	20 Jan 2027	21 Jan 2027	02 Mar 2027	03 Mar 2027	05 Nov 2027	08 Nov 2027
			Western Cape	12 Feb 2027	15 Feb 2027	01 Mar 2027	02 Mar 2027	01 Sep 2027	02 Sep 2027
			Northern Cape	04 Dec 2026	07 Dec 2026	27 Jul 2027	28 Jul 2027	18 Nov 2027	19 Nov 2027
			Free State	01 Feb 2027	02 Feb 2027	19 Mar 2027	23 Mar 2027	10 Aug 2027	11 Aug 2027
			Eastern Cape	15 Jan 2027	18 Jan 2027	11 Mar 2027	12 Mar 2027	12 Oct 2027	13 Oct 2027
			Limpopo	06 Nov 2026	09 Nov 2026	21 Jul 2027	22 Jul 2027	08 Nov 2027	09 Nov 2027
			Mpumalanga	26 Jan 2027	27 Jan 2027	02 Jun 2027	03 Jun 2027	01 Nov 2027	02 Nov 2027
			North West	09 Nov 2026	10 Nov 2026	06 Apr 2027	07 Apr 2027	16 Nov 2027	17 Nov 2027
			KwaZulu-Natal	11 Feb 2027	12 Feb 2027	04 Jun 2027	07 Jun 2027	30 Sep 2027	01 Oct 2027
		Online	**Online**	10 Dec 2026	11 Dec 2026	28 Jun 2027	29 Jun 2027	12 Aug 2027	13 Aug 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
Office Management Code: MC-47	2 Days	Face-to-Face	Gauteng	15 Jan 2027	18 Jan 2027	04 Mar 2027	05 Mar 2027	04 Oct 2027	05 Oct 2027
			Western Cape	11 Dec 2026	14 Dec 2026	24 Jun 2027	25 Jun 2027	06 Oct 2027	07 Oct 2027
			Northern Cape	26 Nov 2026	27 Nov 2026	17 May 2027	18 May 2027	23 Nov 2027	24 Nov 2027
			Free State	14 Dec 2026	15 Dec 2026	10 Jun 2027	11 Jun 2027	15 Sep 2027	16 Sep 2027
			Eastern Cape	14 Oct 2026	15 Oct 2026	21 Jun 2027	22 Jun 2027	28 Oct 2027	29 Oct 2027
			Limpopo	21 Jan 2027	22 Jan 2027	29 Mar 2027	30 Mar 2027	11 Aug 2027	12 Aug 2027
			Mpumalanga	02 Feb 2027	03 Feb 2027	17 Jun 2027	18 Jun 2027	17 Nov 2027	18 Nov 2027
			North West	20 Nov 2026	23 Nov 2026	31 Mar 2027	01 Apr 2027	17 Sep 2027	20 Sep 2027
			KwaZulu-Natal	12 Feb 2027	15 Feb 2027	26 Apr 2027	28 Apr 2027	08 Nov 2027	09 Nov 2027
		Online	Online	07 Dec 2026	08 Dec 2026	19 Mar 2027	23 Mar 2027	25 Oct 2027	26 Oct 2027
Performance Management Code: MC-10	2 Days	Face-to-Face	Gauteng	03 Nov 2026	05 Nov 2026	14 Apr 2027	15 Apr 2027	19 Aug 2027	20 Aug 2027
			Western Cape	12 Nov 2026	13 Nov 2026	21 Apr 2027	22 Apr 2027	06 Oct 2027	07 Oct 2027
			Northern Cape	18 Feb 2027	19 Feb 2027	29 Apr 2027	30 Apr 2027	03 Sep 2027	06 Sep 2027
			Free State	11 Nov 2026	12 Nov 2026	26 Mar 2027	29 Mar 2027	23 Sep 2027	27 Sep 2027
			Eastern Cape	02 Nov 2026	03 Nov 2026	19 Mar 2027	23 Mar 2027	07 Oct 2027	08 Oct 2027
			Limpopo	15 Feb 2027	16 Feb 2027	24 May 2027	25 May 2027	07 Dec 2027	08 Dec 2027
			Mpumalanga	02 Feb 2027	03 Feb 2027	23 Mar 2027	24 Mar 2027	10 Nov 2027	11 Nov 2027
			North West	25 Nov 2026	26 Nov 2026	13 May 2027	14 May 2027	21 Oct 2027	22 Oct 2027
			KwaZulu-Natal	13 Jan 2027	14 Jan 2027	12 Apr 2027	13 Apr 2027	14 Sep 2027	15 Sep 2027
		Online	Online	29 Jan 2027	01 Feb 2027	30 Apr 2027	03 May 2027	03 Nov 2027	04 Nov 2027
Power BI Code: MC-48	2 Days	Face-to-Face	Gauteng	26 Oct 2026	27 Oct 2026	04 May 2027	05 May 2027	23 Sep 2027	27 Sep 2027
			Western Cape	03 Feb 2027	04 Feb 2027	28 Jun 2027	29 Jun 2027	02 Sep 2027	03 Sep 2027
			Northern Cape	17 Feb 2027	18 Feb 2027	25 May 2027	26 May 2027	23 Aug 2027	24 Aug 2027
			Free State	22 Feb 2027	23 Feb 2027	09 Jun 2027	10 Jun 2027	11 Nov 2027	12 Nov 2027
			Eastern Cape	23 Feb 2027	24 Feb 2027	30 Jun 2027	01 Jul 2027	03 Sep 2027	06 Sep 2027
			Limpopo	15 Oct 2026	16 Oct 2026	07 Apr 2027	08 Apr 2027	25 Aug 2027	26 Aug 2027
			Mpumalanga	27 Oct 2026	28 Oct 2026	02 Jun 2027	03 Jun 2027	26 Nov 2027	29 Nov 2027
			North West	25 Feb 2027	26 Feb 2027	24 May 2027	25 May 2027	22 Oct 2027	25 Oct 2027
			KwaZulu-Natal	27 Jan 2027	28 Jan 2027	12 Jul 2027	13 Jul 2027	13 Dec 2027	14 Dec 2027
		Online	Online	28 Jan 2027	29 Jan 2027	02 Mar 2027	03 Mar 2027	24 Aug 2027	25 Aug 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
Presentation and Communication Skills Code: MC-49	**2 Days**	**Face-to-Face**	**Gauteng**	09 Dec 2026	10 Dec 2026	23 Apr 2027	26 Apr 2027	01 Dec 2027	02 Dec 2027
			Western Cape	14 Oct 2026	15 Oct 2026	14 May 2027	17 May 2027	13 Dec 2027	14 Dec 2027
			Northern Cape	30 Oct 2026	02 Nov 2026	19 Mar 2027	23 Mar 2027	18 Aug 2027	19 Aug 2027
			Free State	01 Dec 2026	02 Dec 2026	03 Jun 2027	04 Jun 2027	30 Sep 2027	01 Oct 2027
			Eastern Cape	02 Dec 2026	03 Dec 2026	23 Mar 2027	24 Mar 2027	11 Oct 2027	12 Oct 2027
			Limpopo	19 Feb 2027	22 Feb 2027	02 Jun 2027	03 Jun 2027	08 Sep 2027	09 Sep 2027
			Mpumalanga	04 Dec 2026	07 Dec 2026	15 Apr 2027	16 Apr 2027	14 Dec 2027	15 Dec 2027
			North West	12 Jan 2027	13 Jan 2027	09 Jun 2027	10 Jun 2027	14 Oct 2027	15 Oct 2027
			KwaZulu-Natal	13 Jan 2027	14 Jan 2027	20 Jul 2027	21 Jul 2027	26 Oct 2027	27 Oct 2027
		Online	**Online**	18 Nov 2026	19 Nov 2026	15 Mar 2027	16 Mar 2027	19 Oct 2027	20 Oct 2027
Project Management Fundamentals Code: MC-15	**3 Days**	**Face-to-Face**	**Gauteng**	24 Nov 2026	26 Nov 2026	23 Jul 2027	27 Jul 2027	08 Sep 2027	10 Sep 2027
			Western Cape	21 Jan 2027	25 Jan 2027	03 May 2027	05 May 2027	06 Oct 2027	08 Oct 2027
			Northern Cape	22 Feb 2027	24 Feb 2027	23 Jun 2027	25 Jun 2027	03 Aug 2027	05 Aug 2027
			Free State	05 Nov 2026	09 Nov 2026	09 Jul 2027	13 Jul 2027	22 Oct 2027	26 Oct 2027
			Eastern Cape	20 Jan 2027	22 Jan 2027	20 May 2027	24 May 2027	15 Nov 2027	17 Nov 2027
			Limpopo	09 Dec 2026	11 Dec 2026	18 Mar 2027	23 Mar 2027	25 Aug 2027	27 Aug 2027
			Mpumalanga	19 Oct 2026	21 Oct 2026	28 Jul 2027	30 Jul 2027	26 Oct 2027	28 Oct 2027
			North West	16 Nov 2026	18 Nov 2026	11 May 2027	13 May 2027	04 Nov 2027	08 Nov 2027
			KwaZulu-Natal	03 Dec 2026	07 Dec 2026	10 Mar 2027	12 Mar 2027	23 Aug 2027	25 Aug 2027
		Online	**Online**	29 Oct 2026	02 Nov 2026	22 Jul 2027	26 Jul 2027	11 Oct 2027	13 Oct 2027
Quality Management Code: MC-16	**3 Days**	**Face-to-Face**	**Gauteng**	16 Feb 2027	18 Feb 2027	31 Mar 2027	06 Apr 2027	10 Sep 2027	14 Sep 2027
			Western Cape	22 Jan 2027	26 Jan 2027	26 Jul 2027	28 Jul 2027	29 Oct 2027	02 Nov 2027
			Northern Cape	30 Oct 2026	03 Nov 2026	28 Apr 2027	30 Apr 2027	12 Oct 2027	14 Oct 2027
			Free State	02 Nov 2026	05 Nov 2026	10 May 2027	12 May 2027	16 Aug 2027	18 Aug 2027
			Eastern Cape	14 Oct 2026	16 Oct 2026	23 Apr 2027	28 Apr 2027	17 Aug 2027	19 Aug 2027
			Limpopo	10 Nov 2026	12 Nov 2026	17 Jun 2027	21 Jun 2027	09 Dec 2027	13 Dec 2027
			Mpumalanga	15 Oct 2026	19 Oct 2026	01 Jun 2027	03 Jun 2027	24 Nov 2027	26 Nov 2027
			North West	28 Oct 2026	30 Oct 2026	30 Mar 2027	01 Apr 2027	17 Nov 2027	19 Nov 2027
			KwaZulu-Natal	17 Feb 2027	19 Feb 2027	04 May 2027	06 May 2027	06 Sep 2027	08 Sep 2027
		Online	**Online**	02 Feb 2027	04 Feb 2027	21 May 2027	25 May 2027	18 Nov 2027	22 Nov 2027

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Qualification / Programme	Duration	Delivery	Province	1st Intake		2nd Intake		3rd Intake	
				Start date	End date	Start date	End date	Start date	End date
Reception and Telephone Etiquette Code: MC-50	2 Days	Face-to-Face	Gauteng	15 Dec 2026	07 Jan 2027	28 Apr 2027	29 Apr 2027	10 Dec 2027	13 Dec 2027
			Western Cape	28 Oct 2026	29 Oct 2026	12 Jul 2027	13 Jul 2027	10 Aug 2027	11 Aug 2027
			Northern Cape	20 Nov 2026	23 Nov 2026	03 Mar 2027	04 Mar 2027	05 Aug 2027	06 Aug 2027
			Free State	30 Nov 2026	01 Dec 2026	19 Mar 2027	23 Mar 2027	22 Oct 2027	25 Oct 2027
			Eastern Cape	23 Feb 2027	24 Feb 2027	09 Jun 2027	10 Jun 2027	11 Aug 2027	12 Aug 2027
			Limpopo	07 Jan 2027	08 Jan 2027	17 Mar 2027	18 Mar 2027	02 Aug 2027	03 Aug 2027
			Mpumalanga	11 Dec 2026	14 Dec 2026	06 Apr 2027	07 Apr 2027	08 Nov 2027	09 Nov 2027
			North West	27 Jan 2027	28 Jan 2027	14 Jul 2027	15 Jul 2027	14 Dec 2027	15 Dec 2027
			KwaZulu-Natal	12 Oct 2026	13 Oct 2026	06 May 2027	07 May 2027	27 Oct 2027	28 Oct 2027
		Online	Online	04 Feb 2027	05 Feb 2027	28 Jul 2027	29 Jul 2027	06 Aug 2027	10 Aug 2027
Report Writing Code: MC-11	2 Days	Face-to-Face	Gauteng	13 Jan 2027	14 Jan 2027	05 Jul 2027	06 Jul 2027	26 Aug 2027	27 Aug 2027
			Western Cape	14 Jan 2027	15 Jan 2027	06 Jul 2027	07 Jul 2027	20 Oct 2027	21 Oct 2027
			Northern Cape	05 Feb 2027	08 Feb 2027	22 Jun 2027	23 Jun 2027	14 Oct 2027	15 Oct 2027
			Free State	01 Dec 2026	02 Dec 2026	08 Jul 2027	09 Jul 2027	15 Oct 2027	18 Oct 2027
			Eastern Cape	26 Oct 2026	27 Oct 2026	23 Apr 2027	26 Apr 2027	07 Oct 2027	08 Oct 2027
			Limpopo	24 Nov 2026	25 Nov 2026	18 May 2027	19 May 2027	26 Nov 2027	29 Nov 2027
			Mpumalanga	27 Oct 2026	28 Oct 2026	18 Jun 2027	21 Jun 2027	02 Dec 2027	03 Dec 2027
			North West	01 Feb 2027	02 Feb 2027	26 Apr 2027	28 Apr 2027	11 Nov 2027	12 Nov 2027
			KwaZulu-Natal	11 Feb 2027	12 Feb 2027	30 Mar 2027	31 Mar 2027	17 Sep 2027	20 Sep 2027
		Online	Online	08 Dec 2026	09 Dec 2026	14 Jul 2027	15 Jul 2027	29 Nov 2027	30 Nov 2027
Risk & Fraud Management Code: MC-21	3 Days	Face-to-Face	Gauteng	16 Nov 2026	18 Nov 2026	06 May 2027	10 May 2027	05 Nov 2027	09 Nov 2027
			Western Cape	09 Feb 2027	11 Feb 2027	22 Apr 2027	26 Apr 2027	15 Oct 2027	19 Oct 2027
			Northern Cape	03 Nov 2026	06 Nov 2026	23 Jun 2027	25 Jun 2027	04 Nov 2027	08 Nov 2027
			Free State	10 Nov 2026	12 Nov 2026	28 Jun 2027	30 Jun 2027	14 Oct 2027	18 Oct 2027
			Eastern Cape	27 Nov 2026	01 Dec 2026	02 Jun 2027	04 Jun 2027	27 Sep 2027	29 Sep 2027
			Limpopo	22 Jan 2027	26 Jan 2027	09 Jun 2027	11 Jun 2027	11 Oct 2027	13 Oct 2027
			Mpumalanga	19 Jan 2027	21 Jan 2027	04 Mar 2027	08 Mar 2027	05 Oct 2027	07 Oct 2027
			North West	16 Feb 2027	18 Feb 2027	12 Mar 2027	16 Mar 2027	01 Oct 2027	05 Oct 2027
			KwaZulu-Natal	04 Dec 2026	08 Dec 2026	16 Mar 2027	18 Mar 2027	17 Aug 2027	19 Aug 2027
		Online	Online	11 Jan 2027	13 Jan 2027	17 Mar 2027	19 Mar 2027	11 Nov 2027	15 Nov 2027

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Social Media Marketing Code: MC-25	**2 Days**	**Face-to-Face**	**Gauteng**	16 Nov 2026	17 Nov 2026	21 Jun 2027	22 Jun 2027	06 Dec 2027	07 Dec 2027
			Western Cape	21 Jan 2027	22 Jan 2027	29 Jun 2027	30 Jun 2027	25 Aug 2027	26 Aug 2027
			Northern Cape	26 Oct 2026	27 Oct 2026	07 Jul 2027	08 Jul 2027	04 Nov 2027	05 Nov 2027
			Free State	03 Nov 2026	05 Nov 2026	10 May 2027	11 May 2027	29 Nov 2027	30 Nov 2027
			Eastern Cape	23 Oct 2026	26 Oct 2026	30 Mar 2027	31 Mar 2027	22 Nov 2027	23 Nov 2027
			Limpopo	11 Dec 2026	14 Dec 2026	09 Mar 2027	10 Mar 2027	04 Aug 2027	05 Aug 2027
			Mpumalanga	26 Jan 2027	27 Jan 2027	31 May 2027	01 Jun 2027	03 Nov 2027	04 Nov 2027
			North West	03 Dec 2026	04 Dec 2026	08 Apr 2027	09 Apr 2027	30 Nov 2027	01 Dec 2027
			KwaZulu-Natal	22 Jan 2027	25 Jan 2027	06 May 2027	07 May 2027	18 Aug 2027	19 Aug 2027
		Online	**Online**	05 Nov 2026	06 Nov 2026	22 Jul 2027	23 Jul 2027	08 Oct 2027	11 Oct 2027
Social Media Strategy, Content & Communications Code: MC-51	**3 Days**	**Face-to-Face**	**Gauteng**	05 Feb 2027	09 Feb 2027	02 Jun 2027	04 Jun 2027	17 Aug 2027	19 Aug 2027
			Western Cape	26 Nov 2026	30 Nov 2026	12 May 2027	14 May 2027	13 Sep 2027	15 Sep 2027
			Northern Cape	15 Jan 2027	19 Jan 2027	08 Jun 2027	10 Jun 2027	22 Nov 2027	24 Nov 2027
			Free State	17 Nov 2026	19 Nov 2026	23 Mar 2027	25 Mar 2027	03 Dec 2027	07 Dec 2027
			Eastern Cape	06 Nov 2026	10 Nov 2026	03 May 2027	05 May 2027	01 Oct 2027	05 Oct 2027
			Limpopo	08 Feb 2027	10 Feb 2027	13 May 2027	17 May 2027	29 Sep 2027	01 Oct 2027
			Mpumalanga	05 Nov 2026	09 Nov 2026	24 Mar 2027	26 Mar 2027	10 Sep 2027	14 Sep 2027
			North West	09 Nov 2026	11 Nov 2026	21 May 2027	25 May 2027	21 Sep 2027	23 Sep 2027
			KwaZulu-Natal	25 Jan 2027	27 Jan 2027	09 Mar 2027	11 Mar 2027	22 Oct 2027	26 Oct 2027
		Online	**Online**	21 Oct 2026	23 Oct 2026	01 Apr 2027	07 Apr 2027	06 Dec 2027	08 Dec 2027
Strategic Management Code: MC-02	**3 Days**	**Face-to-Face**	**Gauteng**	13 Oct 2026	15 Oct 2026	29 Mar 2027	31 Mar 2027	26 Nov 2027	30 Nov 2027
			Western Cape	13 Jan 2027	15 Jan 2027	27 May 2027	31 May 2027	06 Sep 2027	08 Sep 2027
			Northern Cape	07 Dec 2026	09 Dec 2026	01 Jul 2027	05 Jul 2027	13 Oct 2027	15 Oct 2027
			Free State	20 Oct 2026	22 Oct 2026	23 Jul 2027	27 Jul 2027	07 Oct 2027	11 Oct 2027
			Eastern Cape	21 Oct 2026	23 Oct 2026	01 Jun 2027	03 Jun 2027	24 Aug 2027	26 Aug 2027
			Limpopo	07 Jan 2027	11 Jan 2027	22 Jul 2027	26 Jul 2027	01 Oct 2027	05 Oct 2027
			Mpumalanga	24 Nov 2026	26 Nov 2026	01 Apr 2027	07 Apr 2027	14 Sep 2027	16 Sep 2027
			North West	12 Oct 2026	14 Oct 2026	02 Mar 2027	04 Mar 2027	27 Aug 2027	31 Aug 2027
			KwaZulu-Natal	20 Jan 2027	22 Jan 2027	03 Mar 2027	05 Mar 2027	01 Sep 2027	03 Sep 2027
		Online	**Online**	23 Feb 2027	25 Feb 2027	21 May 2027	25 May 2027	22 Sep 2027	27 Sep 2027

Strategic Marketing Code: MC-24	**3 Days**	**Face-to-Face**	**Gauteng**	02 Nov 2026	05 Nov 2026	20 May 2027	24 May 2027	27 Sep 2027	29 Sep 2027
			Western Cape	09 Nov 2026	11 Nov 2026	16 Apr 2027	20 Apr 2027	09 Sep 2027	13 Sep 2027
			Northern Cape	12 Feb 2027	16 Feb 2027	25 Mar 2027	29 Mar 2027	13 Oct 2027	15 Oct 2027
			Free State	20 Oct 2026	22 Oct 2026	11 Mar 2027	15 Mar 2027	17 Aug 2027	19 Aug 2027
			Eastern Cape	13 Jan 2027	15 Jan 2027	17 Jun 2027	21 Jun 2027	30 Nov 2027	02 Dec 2027
			Limpopo	19 Oct 2026	21 Oct 2026	28 May 2027	01 Jun 2027	07 Dec 2027	09 Dec 2027
			Mpumalanga	19 Nov 2026	23 Nov 2026	09 Jun 2027	11 Jun 2027	30 Sep 2027	04 Oct 2027
			North West	14 Jan 2027	18 Jan 2027	26 Apr 2027	29 Apr 2027	22 Oct 2027	26 Oct 2027
			KwaZulu-Natal	27 Nov 2026	01 Dec 2026	08 Mar 2027	10 Mar 2027	29 Nov 2027	01 Dec 2027
		Online	**Online**	03 Nov 2026	06 Nov 2026	06 Jul 2027	08 Jul 2027	12 Oct 2027	14 Oct 2027
Time Management Code: MC-09	**2 Days**	**Face-to-Face**	**Gauteng**	04 Feb 2027	05 Feb 2027	28 May 2027	31 May 2027	26 Nov 2027	29 Nov 2027
			Western Cape	19 Feb 2027	22 Feb 2027	23 Mar 2027	24 Mar 2027	02 Nov 2027	03 Nov 2027
			Northern Cape	30 Oct 2026	02 Nov 2026	07 Apr 2027	08 Apr 2027	20 Oct 2027	21 Oct 2027
			Free State	18 Feb 2027	19 Feb 2027	06 May 2027	07 May 2027	01 Nov 2027	02 Nov 2027
			Eastern Cape	15 Jan 2027	18 Jan 2027	08 Jul 2027	09 Jul 2027	30 Aug 2027	31 Aug 2027
			Limpopo	15 Oct 2026	16 Oct 2026	25 Mar 2027	26 Mar 2027	23 Sep 2027	27 Sep 2027
			Mpumalanga	03 Nov 2026	05 Nov 2026	05 Jul 2027	06 Jul 2027	06 Sep 2027	07 Sep 2027
			North West	19 Jan 2027	20 Jan 2027	02 Jun 2027	03 Jun 2027	19 Nov 2027	22 Nov 2027
			KwaZulu-Natal	08 Jan 2027	11 Jan 2027	10 Jun 2027	11 Jun 2027	02 Sep 2027	03 Sep 2027
		Online	**Online**	21 Oct 2026	22 Oct 2026	17 May 2027	18 May 2027	08 Nov 2027	09 Nov 2027
Workplace Communication Code: MC-12	**2 Days**	**Face-to-Face**	**Gauteng**	13 Jan 2027	14 Jan 2027	31 Mar 2027	01 Apr 2027	02 Sep 2027	03 Sep 2027
			Western Cape	03 Feb 2027	04 Feb 2027	21 May 2027	24 May 2027	04 Aug 2027	05 Aug 2027
			Northern Cape	25 Feb 2027	26 Feb 2027	12 Apr 2027	13 Apr 2027	05 Aug 2027	06 Aug 2027
			Free State	03 Dec 2026	04 Dec 2026	08 Jun 2027	09 Jun 2027	04 Oct 2027	05 Oct 2027
			Eastern Cape	30 Nov 2026	01 Dec 2026	22 Jun 2027	23 Jun 2027	05 Oct 2027	06 Oct 2027
			Limpopo	06 Nov 2026	09 Nov 2026	07 Apr 2027	08 Apr 2027	20 Oct 2027	21 Oct 2027
			Mpumalanga	01 Dec 2026	02 Dec 2026	20 Jul 2027	21 Jul 2027	16 Sep 2027	17 Sep 2027
			North West	12 Jan 2027	13 Jan 2027	14 Jun 2027	15 Jun 2027	13 Oct 2027	14 Oct 2027
			KwaZulu-Natal	02 Dec 2026	03 Dec 2026	11 Jun 2027	14 Jun 2027	27 Aug 2027	30 Aug 2027
		Online	**Online**	20 Oct 2026	21 Oct 2026	22 Apr 2027	23 Apr 2027	24 Nov 2027	25 Nov 2027