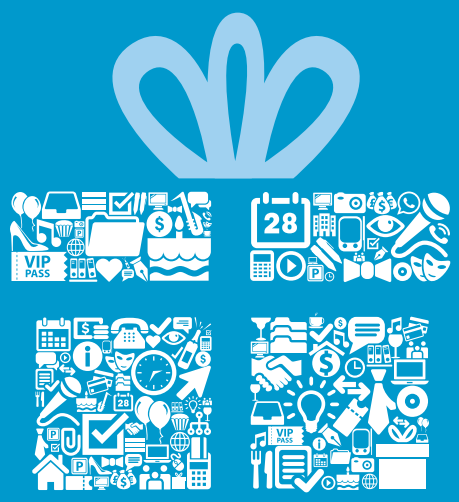
Business & Management Sciences | FACULTY 2019

Start your future career in **Event management**

Diploma in Event Management



CONTACT

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Cape Peninsula University of Technology

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Do you throw the best parties?

As an Event Manager it will be your duty to organise any type of event within any environment. You will oversee the entire process to ensure that it meets the client's brief and budget.

You can become your own boss or work in a corporate environment managing the company functions.

YOU WILL LIKE THIS IF	You are well-organised and enjoy working with people.
YOU WILL STUDY AT	District Six Campus
YOU WILL STUDY FOR	Three years, full-time Four years, Extended Programme (ECP)

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YOUR FUTURE SELF

Future **studies**

Advanced Diploma in Event Management
Postgraduate Diploma in Event Management
MTech in Tourism & Hospitality
DTech in Tourism & Hospitality

With the experience gained from the Event Management course, you also have an opportunity to apply for access to study management, project management, or marketing-related postgraduate qualifications.

Future **industries**

Hotel conferencing and banqueting
Cultural arts festivals and events
Business events tourism
Public relations and media
Music and live entertainment
Social life cycle events such as weddings
Sports events
Corporate industries
Academics
Entertainment industries

Future **career**

Event coordinator
Event manager
Event assistant
Marketing assistant
Marketing coordinator
Marketing assistant
Hospitality manager

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YOUR SUBJECTS

FIRST YEAR
- Communication 1
- Business Computer Applications 1
- Event Business Management 1
- Event Project Management 1
- Event Planning and Practice 1
- Event Operations Management 1

SECOND YEAR
- Event Business Management 2
- Event Project Management 2
- Event Planning and Practice 2
- Event Operations Management 2
- Event Marketing 2

THIRD YEAR
- Event Business Management 3
- Event Planning and Practice 3
- Event Operations Management 3
- Event Marketing 3
- Structured Workplace Placement 3

Your on-the-job training

You will be required to attend educational activities over weekends, public holidays and during your vacation. Projects, assignments and tourism-related activities will also involve work after hours. These activities are all compulsory and form an integral part of your assessment system. In your third year of study, you will be placed at a suitable work station for six months during your first semester at reputable events companies or equivalent thereof. You will also be under the guidance of the experiential learning department in partnership with your industry mentor.

WHAT YOU NEED

Minimum Admission Requirements

National Senior Certificate (Grade 12) with:
- English (4) 50%
- Mathematics (2) 30% or Mathematical Literacy (4) 50%

One of the following:
Economics, Tourism Studies, Hospitality Studies, Accounting, Business Studies, Consumer Studies, Information Technology, Computer Application Technology

The department utilises an Admission Point Score (APS) as selection criteria once your minimum admission requirements are satisfied. You also have to score a minimum of **28** with Mathematics and **30** with Mathematical Literacy on the APS; **24** with Mathematics and **26** with Mathematical Literacy for the ECP.

Additional Admission Requirements

Motivation letter: Indicating reasons for applying, your understanding of the industry and possible career options.

DISCLAIMER

Meeting the minimum requirements does not guarantee admission. This information is subject to change based on approval and accreditation of HEQSF aligned qualifications during 2018/ 2019.
Admission requirements may therefore differ between the existing qualification and the HEQSF aligned qualification. Please consult the CPUT website or faculty for updated information. Every effort has been made to ensure the accuracy of the information in this pamphlet; however the University reserves the right at any time, if circumstances require to make changes to any of the published details.

HOW TO APPLY

MANUAL APPLICATIONS
Do you qualify to apply manually?

Please note: a non-refundable application fee will be applicable.
Manual applications are only available to the following persons:
- Applicants applying for RPL (Recognition of Prior Learning)
- Non-South African citizens
- South-African citizens with international qualifications
- Applicants with permanent residence in South Africa
- Refugee asylum seeker temporary permit/ formal recognition of refugee status in the RSA

1. Choose a qualification
2. Complete an application form
3. Gather your documents (i.e. certified copies less than three months old)
4. Fill in the application form
5. Pay the application fee
6. Hand deliver or post your form and certified copies of documents to our District Six, Bellville, Mowbray, or Wellington Campuses (Admin buildings)
7. Follow-up and get your admission status via the online application tracking system by visiting www.cput.ac.za/study/track

ONLINE APPLICATIONS
Do you qualify to apply online?

ONLINE APPLICATIONS ARE FREE

The following persons may only apply online, i.e. no manual applications will be allowed:
- South African citizens with South African qualifications
- Returning students with a break in studies (more than 1-year break)

1. Choose your qualification by consulting this brochure or the website
2. Gather your documents (i.e. certified copies less than three months old)
3. Download the online application guide available on our website for information on how to apply online
4. Complete your application online by visiting www.cput.ac.za/study/apply
5. Follow-up and get your admission status via the online application tracking system by visiting www.cput.ac.za/study/track

CLOSING DATES

31 AUGUST
International applicants

30 SEPTEMBER
South African citizens

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