

FACT SHEET

Qualification

- Diploma in Media Practices (Qualification Code: HDIPMP)
- Dip. (Media Practices)
- SAQA ID 83166, NQF (HEQSF) Level 6, minimum Credits 360

Minimum Entry Requirements

A minimum requirement for admission into the diploma is a:

- National Senior Certificate (NSC), with English as one of the subjects passed and with endorsement for admission to Diploma study; or
- National Certificate (Vocational) (NC(V)), with English as one of the subjects passed and with endorsement for admission to Diploma study; or
- Prior to 2009, Senior Certificate with English as one of the subjects passed.

Alternative Entry Requirements

A number of higher education qualifications may meet the requirements for admission into the diploma:

- Higher Certificate, NQF (HEQSF) Level 5, minimum Credits 120; or
- Advanced Certificate, NQF (HEQSF) Level 6, minimum Credits 120; or
- Diploma, NQF (HEQSF) Level 6, minimum Credits 240 or 360; or
- Equivalent qualification from a foreign higher education institution, see section on Foreign Applicants below.

Admissions/Placement Test

All applicants meeting the minimum entry requirements may be required to complete an admissions test for placement and diagnostic purposes.

Foreign Applicants

Foreign students who do not hold a South African school leaving certificate must present a Grade 12 equivalence verification with endorsement for admission to Diploma study from the South African Matriculation Board. The Board can be contacted on +27-010-591-4401/2 or exemptions@hesa-enrol.ac.za. Also, foreign applicants are required to provide proof of proficiency in English (TOEFL score of 550, or IELTS overall band score of 6.0.) prior to admission to the qualification.

Students who have qualifications from foreign higher education institutions must present an equivalence certificate from the South African Qualifications Authority (SAQA) which can be contacted on +27-(0)12 431-5070 or visit <http://www.saqqa.org.za/>.

Applying to Transfer-in Credits (CAT)

Boston allows students with completed credits from recognised higher education institutions to apply for credit transfers. Credit transfers will only be considered if accompanied by full academic records with a statement of satisfactory or good conduct. Students interested in applying will be considered individually by the Academic Committee based at the Head Office in Sandton, see relevant section in the 'Application for Admission Form' or online.

RPL Applicants

Boston admits a small number of students through Recognition of Prior Learning (RPL). Applicants interested in applying through RPL will be considered individually by the Academic Committee based at the Head Office in Sandton, see relevant section in the 'Application for Admission Form' or online.

What is the Duration of Study?

Based on the credits and notional hours of this qualification, the minimum duration is six (6) semesters over a period of three (3) years, and the maximum duration is six (6) years. For more information see Table overleaf.

What is the Purpose of the Qualification?

The Diploma in Media Practices is aimed at developing specific competencies in a range of media communication skills with an in-depth knowledge of specialisation requirements and technical knowhow applicable to a media communications specialisation context. Students meeting the requirements of the qualification will be positioned to assume responsibilities in a selected focus area in the domain of media communications within their chosen area of specialisation, as well as be positioned to further their learning in other aspects of media from a vantage point of a solid foundational understanding of the structures, operations, and legislative framework specific of the broader media environment, the use and application of media technology, and inter-active related media disciplines in this dynamic industry.

Depending on the selected area of media communications specialisation, successful students will be able to assume job responsibilities including:

- Radio or television presenter / broadcaster
- News reader or editor
- Radio or television producer
- Sound engineer
- Advertising or sales executive
- Promotions coordinator
- Programme administrator
- Marketing and promotions
- Video production
- Public relations
- Journalist
- Animation producer
- Graphic designer
- Record company recruiting and administrator

What are the Programme Outcomes?

On completion of the programme, graduates will have the necessary knowledge and practical skills required to:

- Be able to use media specific science and technology.
- Understand the mutual influence between culture and media.
- Assume job responsibilities at entry level within a broad range of media communication environments.
- Make a contribution to the addressing of transformation in the media environment through the application of creative thinking and a sound understanding of the operational environment.

What do I require to Pass a Subject?

Students will need an overall mark of fifty percent (50%) to pass a module.

How is the Overall Mark Calculated?

The overall mark will be calculated from the student's performance on formative and summative assessments.

What is the Curriculum?

See Curriculum Year 1, 2 & 3 Tables below.

Curriculum – Year 1

	Modules	Codes	NQF Level	Credits	Compulsory	Year	Semester	Assessments: Formative + Summative	
Media Stream: Semester 1	MS Windows & MS Word	MWD101	4	DP (8)	Yes	1	1 st	75% = DP	
	Academic Literacy 1 (=Com R + S)	MAL101	5	16	Yes	1	1 st	2 + 1	
	Advertising 1	MAV101	5	12	Yes	1	1 st or 2 nd	2 + 1	
	Journalism 1	MJN101	5	12	Yes	1	1 st or 2 nd	2 + 1	
	Radio Broadcasting 1	MRB101	5	12	Yes	1	1 st or 2 nd	2 + 1	
	Total Credits: Semester 1				52 (+8DP)				
Media Stream: Semester 2	MSExcel	MEX101	4	DP (4)	Yes	1	2 nd	75% = DP	
	Media Skills 1	MSK100	5	20	Yes	1	2 nd	2 + 1	
	Marketing 1	MMT101	5	12	Yes	1	1 st or 2 nd	2 + 1	
	Public Relations 1	MPR101	5	12	Yes	1	1 st or 2 nd	2 + 1	
	Video 1	MVD101	5	12	Yes	1	2 nd or 2 nd	2 + 1	
	Total Credits: Semester 2				56 (+4DP)				
Graphic Design Stream	Semester 1:								
	MS Windows & MS Word	MWD101	4	DP (8)	Yes	1	1 st	75% = DP	
	Academic Literacy 1 (=Com R + S)	MAL101	5	16	Yes	1	1 st	2 + 1	
	Graphic Design Practice 1.1	MGD101	5	12	Yes	1	1 st & 2 nd	2 Formatives	
	Graphic Design Process 1.1	MGP101	5	6	Yes	1	1 st & 2 nd	2 Formatives	
	Illustration 1.1	MIL101	5	6	Yes	1	1 st & 2 nd	2 Formatives	
	Advertising 1	MAV101	5	12	Yes	1	1 st	2 + 1	
	Total Credits: Semester 1				52 (+8DP)				
	Semester 2:								
	MSExcel	MEX101	4	DP (4)	Yes	1	2 nd	75% = DP	
	Media Skills 1	MSK100	5	20	Yes	1	2 nd	2 + 1	
	Graphic Design Practice 1.2	MGD102	5	12	Yes	1	1 st & 2 nd	2 + 1	
	Graphic Design Process 1.2	MGP101	5	6	Yes	1	1 st & 2 nd	2 + 1	
	Illustration 1.2	MIL101	5	6	Yes	1	1 st & 2 nd	2 + 1	
Video 1	MVD101	5	12	Yes	1	2 nd	2 + 1		
Total Credits: Semester 2				56 (+4DP)					
Animation Stream	Semester 1:								
	MS Windows & MS Word	MWD101	4	DP (8)	Yes	1	1 st	75% = DP	
	Academic Literacy 1 (=Com R + S)	MAL101	5	16	Yes	1	1 st	2 + 1	
	Animation 1.1	MVM101	5	24	Yes	1	1 st & 2 nd	2 Formatives	
	Art/Drawing 1.1	ART101	5	12	Yes	1	1 st & 2 nd	2 Formatives	
	Total Credits: (Compulsory) Semester 1				52 (+8DP)				
	Semester 2:								
	MSExcel	MEX101	4	DP (4)	Yes	1	2 nd	75% = DP	
	Media Skills 1	MSK100	5	20	Yes	1	2 nd	2 + 1	
	Animation 1.2	MVM102	5	24	Yes	1	1 st & 2 nd	2 + 1	
Art/Drawing 1.2	ART102	5	12	Yes	1	1 st & 2 nd	2 + 1		
Total Credits: (Compulsory) Semester 2				56 (+4DP)					
Total Credits: Year 1				120					

Curriculum – Year 2

	Modules	Codes	NQF Level	Credits	Compulsory	Year	Semester	Assessments: Formative + Summative
Media Stream: Semester 1	MSPowerPoint	MPP200	5	DP (4)	Yes	2	1 st	DP = 75%
	Modern Culture 1	MCT200	5	16	Yes	2	1 st	2 + 1
	Plus Two Electives (see below)		5	40	Elective	2	1 st	4 + 1 p/elective
	Total Credits: (Compulsory) Semester 1				56 (+4DP)			
Media Stream: Semester 2	Media Law 2	MDL200	6	20	Yes	2	2 nd	2 + 1
	Media Skills 2	MSK200	5	20	Yes	2	2 nd	2 + 1
	Plus One Elective (see below)		5	20	Elective	2	2 nd	4 + 1
	Total Credits: (Compulsory) Semester 2				60			
Media Stream Electives Choose three – Two in Semester 1 and one in Semester 2								
	Advertising 2	MAV201	5	20	Elective	2	1 st or 2 nd	4 + 1
	Journalism 2	MJN201	5	20	Elective	2	1 st or 2 nd	4 + 1
	Marketing 2	MMT201	5	20	Elective	2	1 st or 2 nd	4 + 1
	Public Relations 2	MPR201	5	20	Elective	2	1 st or 2 nd	4 + 1
	Radio 2 (incl. Sound Eng 1)	MRB201	5	20	Elective	2	1 st or 2 nd	4 + 1
	Video 2 (incl. Sound Eng 1)	MVD201	5	20	Elective	2	1 st or 2 nd	4 + 1
Graphic Design Stream	MSPowerPoint	MPP200	5	DP (4)	Yes	2	1 st	DP = 75%
	Modern Culture 1	MCT200	5	16	Yes	2	1 st	2 + 1
	Advertising 2	MAV201	5	20	Yes	2	1 st	4 + 1
	Media Skills 2	MSK200	5	20	Yes	2	2 nd	2 + 1
	Graphic Design Practice 2	MGD201	5	30	Yes	1	1 st & 2 nd	4 + 1
	Graphic Design Process 2	MGP201	5	10	Yes	1	1 st & 2 nd	4 + 1
	Illustration 2	MIL201	5	20	Yes	1	1 st & 2 nd	4 + 1
	Total Credits				116 (+4DP)			
Animation Stream	MSPowerPoint	MPP200	5	DP (4)	Yes	2	1 st	DP = 75%
	Modern Culture 1	MCT200	5	16	Yes	2	1 st	2 + 1
	Media Skills 2	MSK200	5	20	Yes	2	2 nd	2 + 1
	Animation 2	MVM201	5	60	Yes	2	1 st & 2 nd	4 + 1
	Art/Drawing 2	ART201	5	20	Yes	2	1 st & 2 nd	4 + 1
	Total Credits				116 (+4DP)			
Total Credits: Year 2					120			

Curriculum – Year 3

	Modules	Codes	NQF Level	Credits	Compulsory	Year	Semester	Assessments: Formative + Summative
Media Stream: Semester 1	Entrepreneurship 3	MET300	6	20	Yes	3	1 st	2 + 1
	Finance in Media	MFM300	6	20	Yes	3	1 st	2 + 1
	Total Credits: (Compulsory) Semester 1							
Media Stream: Semester 1	Media Skills 3	MSK300	6	20	Yes	3	2 nd	2 + 1
	Total Credits: (Compulsory) Semester 2							
Media Stream Electives Choose One								
Stream A: General								
Elective modules (a minimum of one (1) must be chosen)								
	Advertising 3	MAV301	6	60	Elective	3	1 st & 2 nd	14 + 6
	Journalism 3	MJN301	6	60	Elective	3	1 st & 2 nd	10 + 4
	Marketing 3	MMT301	6	60	Elective	3	1 st & 2 nd	12 + 5
	Public Relations 3	MPR301	6	60	Elective	3	1 st & 2 nd	10 + 4
	Radio 3 (Incl. Sound Eng 2)	MRB301	6	60	Elective	3	1 st & 2 nd	8 + 2
	Video 3 (Incl. Sound Eng 2)	MVD301	6	60	Elective	3	1 st & 2 nd	8 + 2
	Total Credits: (Elective) Semesters 1 & 2			60				
Graphic Design Stream	Entrepreneurship 3	MET300	6	20	Yes	3	1 st	2 + 1
	Media Skills 3	MSK300	6	20	Yes	3	2 nd	2 + 1
	Advertising 3 (main only)	MAV301	6	20	Yes	3	1 st & 2 nd	4 + 1
	Graphic Design Practice 3	MGD301	6	30	Yes	3	1 & 2	4 + 1
	Graphic Design Process 3	MGP301	6	10	Yes	3	1 & 2	4 + 1
	Illustration 3	MIL301	6	20	Yes	3	1 & 2	4 + 1
	Total Credits:				120			
Animation Stream	Entrepreneurship 3	MET300	6	20	Yes	3	1 st	2 + 1
	Media Skills 3	MSK300	6	20	Yes	3	2 nd	2 + 1
	Animation 3	MVM301	6	60	Yes	3	1 & 2	6
	Art/Drawing 3	ART301	6	20	Yes	3	1 & 2	3
	Total Credits:				120			
Total Credits: Year 3				120				

How many modules can I take each semester?

Minimum is one (1) module per semester, this will ensure students remain academically active. The maximum number of modules you can take in any one semester is dependent on the number of credits per module. It is not recommended for students to take in excess of sixty-six (66) credits per semester. For the number of credits per module see curriculum above.

What is the language of teaching and learning?

English is the language of communication, instruction and assessment at Boston.

What is the mode of delivery?

Contact learning.

What materials will I require to Study?

Boston will provide timetables, notes (where required) & subject outlines for each subject. Students are however required to purchase the prescribed subject textbooks and their own stationery/consumables as required.

Where do I complete my Assessments?

All students must complete their assessments at the Branch where they are registered.

Who will provide me with Academic and Tuition Support?

Boston Media House has appointed qualified and experienced lecturers to provide support to learners. Students can contact lecturers during their consultation times at the campus where they are registered.

Can I further my studies when I graduate?

The qualification is registered at NQF (HEQSF) Level 6 and will provide for articulation options into NQF (HEQSF) Levels 6 and 7 qualifications. Graduates may proceed to Advanced Diplomas or Bachelor's degrees in a variety of disciplines at any number of public universities, private or foreign higher education institutions. In order to gain entry into these programmes students will have to meet the admission and selection criteria of the receiving institution. Students may apply for admission with advanced placement in the Bachelor's of Business Administration in Media Operations Management offered at our Sandton branch.

Certification

Upon successful completion of the qualification, students will receive the Diploma in Media Practices (SAQA ID 83166), NQF (HEQSF) Level 6 (minimum Credits 360) from Boston Media House.

When can I apply and how much are the Application Fees?

Applications are open all year round. There are no application fees payable.

- **The closing date for applications for Semester 1 is at 17h00, 30th of January 2015.**
- **The closing date for applications for Semester 2 is at 17h00, 3rd of July 2015.**

How do I Apply?

There are two options available for applications, for more information see Diagram overleaf.

Option 1:

Visit the following webpage <http://www.boston.co.za/media-house/hetapp/>

Complete the online 'Application for Admission Form' and upload all the necessary supporting documentation.

Option 2:

Visit a Branch and obtain the 'Application for Admission Form'. Complete the form and return it to the Branch with all necessary supporting documentation. The Branch will then capture and submit it online on your behalf to Head Office in Sandton for evaluation.

What do I do if I am accepted?

When you are accepted you will be required to register. In order to register you will need to complete the 'Registration Contract' and pay the registration fee and first instalment or deposit. Once you have paid and completed the Registration Contract you can return the contract and proof of payment to the Branch where you wish to register.

- **The closing date for registrations for Semester 1 is at 17h00, 4th February 2015.**
- **The closing date for registrations for Semester 2 is at 17h00, 10th July 2015.**



guidance • qualification • recognition

Admissions Process

Submission

- **Option 1:** Complete the online 'Application for Admission Form' and upload your documents from home
- **Option 2:** Obtain and Complete the 'Application for Admission Form' and return it to your Branch. The Branch will capture and submit it on your behalf to Head Office in Sandton for evaluation
- Once received at Head Office a confirmatory message will be sent to the applicant and the Branch

Evaluation

- The submission is checked and all supporting documentation is verified at Head Office in Sandton
- The Academic Committee reviews complete applications and notifies applicants and the Branch of the outcome

Registration

- Successful applicants will be required to complete the 'Registration Contract' and pay the registration fee and first installment or deposit to finalise their registration
- The 'Registration Contract' is then handed in at Head Office in Sandton or at your Branch (the centre will capture and submit it on your behalf) following which your student number will be issued
- Unsuccessful applicants will be invited to apply for an alternate programme

About the Institution

The Boston Media House (Pty) Ltd Reg. No. 2002/026252/07 (Boston) Diploma in Media Practices is accredited by the Higher Education Quality Committee (HEQC) of the Council on Higher Education (CHE). Boston is registered with the Department of Higher Education and Training (DHET), as a private higher education institution, No. 2008/HE07/007, until 31 December 2014, in terms of Section 54(1)(c) of the Higher Education Act, 1997 (Act No 101 of 1997), and Regulation 16(4)(a) of the Regulations for the Registration of Private Higher Education Institutions, 2002.

International Recognition

This qualification is accredited by the Council on Higher Education (CHE), is registered on the NQF (HEQSF) by the South African Qualifications Authority (SAQA) and the institution is registered by the Department of Higher Education and Training as a Private Higher Education Institution (PHEI) to offer the qualification.

The DHET is a department of National Government, and both the CHE and SAQA are statutory bodies, as such these entities are recognised globally.

Therefore the qualifications/institutions that are accredited/licensed by them are accepted/recognised throughout the world by other government departments and by their respective agencies such as World Educational Services (WES) and other prominent authorities for purposes of equivalence/articulation i.e. employment/labour certification or further studies.

This is a *quid pro quo* arrangement amongst United Nations Member States; as the DHET, CHE and SAQA similarly recognises other nation/states' qualifications/institutions for equivalence/transferring to South Africa i.e. a United Kingdom or Zambian Bachelor's of Arts awarded by a public university or private degree granting college which is accredited/licensed in accordance with the United Kingdom or Zambian legislative and statutory requirements, will be equivalated/recognised as such in South Africa.

Similarly the *SADC Protocol on Education and Training*, which is a legal framework for regional cooperation, provides for the recognition of the equality of all Member States.

It must be noted that qualifications will be recognised and that curricula specific evaluations may lead to additional requirements for students to meet in order to gain entry into foreign programmes or professions, which is the prerogative of the receiving institution/body.

For more information pertaining to direct international linkages/relationships visit the websites of the DHET, CHE, SAQA, CHEA and WES.

Disclaimer

This Fact Sheet is accurate at the time of publication. Boston Media House (Pty) Ltd reserves the right to alter any of the content due to changes in regulations, market requirements and other reasons. Please note that meeting any of the admission requirements does not necessarily guarantee entry into the qualification. All applications will be evaluated on an individual basis and acceptance will depend on the decision of the Academic Committee at Head Office in Sandton.

Branch Details

Sandton:

Arcadia:

Umhlanga*:

***The institution has submitted an application to move the Umhlanga campus to Durban central. This move may occur during 2015 or 2016 and will result in the Umhlanga campus being closed.**

Website: www.boston.co.za

Email: info@boston.co.za