



**GUIDE FOR  
NON-SOUTH AFRICAN  
NATIONALS**

**ADMISSION TO THE  
SA COLLEGE FOR TOURISM  
GRAAFF-REINET  
REPUBLIC OF SOUTH AFRICA**

## 1. INTRODUCTION

The information contained in this document refers to the minimum entrance requirements for study at the SA College for Tourism (hereafter referred to as SACT). Apart from these minimum entrance requirements, the SACT may, however, also determine additional entrance requirements according to its own policies and regulations.

**The closing date for applications for the intake of the academic year 2021, starting 01 March 2021, is 18 December 2020.**

**Since it takes considerable time to comply with all the necessary requirements, it is therefore advisable that NON-South African nationals start with the application process as soon as possible.**

## 2. ADMISSION POLICY

It is the policy of the SACT that all applicants who meet the minimum eligibility requirements and who file an application during the appropriate filing period, are considered for admission.

If the number of applicants exceeds the spaces available, the SACT may use criteria that exceed the minimum requirements to select learners. The SACT receives more applications than it has places available and the admissions process is therefore competitive.

SACT accepts only females between the ages of 18 and 35 years for training. All applicants must be proficient in the use of English as medium of communication and instruction i.e. speak, read, write & understand). Applicants not proficient in English must follow and pass an English language course at her own cost before she can be considered for the training program offered at the SACT.

Most non-South African school qualifications will be accepted for the purposes of admission to the SACT, **provided** that English is one of the subjects passed. Should this not be the case, it is the responsibility of the applicant to attend an English course, at own cost, before applying for admission and –

- to provide proof of the successful completion of the said English course which proof must accompany the application for admission to the SACT or
- to provide sufficient proof of English proficiency - this could, for example, be a letter from a current/previous employer or school principal.

The SACT reserves the right to conduct its own test regarding an applicant's English proficiency, should this become necessary.

### 3. PREREQUISITES FOR THE ADMISSION OF NON-SOUTH AFRICAN NATIONALS (a person who is not a South African citizen or permanent resident and does not hold a South African ID or travel document)

- 3.1 A non-South African national not in possession of a valid passport with an expiry date at least 6 months beyond the end of December of the year of study **will not be considered** for admission to the SACT.
- 3.2 A non-South African national **will not be registered** as a learner of SACT without the necessary study visa to be applied for at the South African Diplomatic/Consular Mission in the learner's home country.
- 3.3 Permission must be obtained from the learner's parent(s) / guardian(s) that she may study at the SACT, if such a learner is under the age of 21.
- 3.4 In order for a non-South African national to apply for a study visa from the South African Diplomatic/Consular Mission in the applicant's home country, she will need to be in possession of -
  - A passport valid for no less than 6 months after the conclusion of the intended study period
  - Visa Application Form duly completed by applicant
  - An official acceptance letter issued by the SACT
  - Medical cover for the duration of the study period (issued by the SACT)
  - A police certificate, to be submitted by all applicants of 23 years of age or older, in respect of all previous countries of residence for periods exceeding one year, within 12 months of the application if not immediately available
  - If applicable, residence visa for country other than country of citizenship where applicant reside permanently or temporarily at the time of submission of study visa application
  - In case of a minor, proof of consent for the intended stay from both parents or from the sole custodian parent along with proof of sole custody
  - A written undertaking by the learner personally that she will leave South Africa upon completion of the specific course indicated or as specified by the educational institution
  - Application fee as determined by each High Commission according to the specified country's requirements
  - In case of a minor, the particulars of the person in the Republic of SA who will act as the learner's guardian. (*Kindly note: The Executive Director of the SACT, Mrs. M Ferreira, will act in this capacity. Her details are included in the official acceptance letter of the SACT*).
  - Proof of sufficient funds to cover tuition fees, maintenance and incidental costs (covered by the bursary of which the details are contained in the official acceptance letter of the SACT).
  - Refundable cash deposit as determined by each High Commission according to the specified country requirements, for repatriation purposes or forfeiture to the state if visa conditions are not complied with.
  - Vaccination certificate, if required.

#### 4. STANDARD ADMISSION PROCEDURE

- Step 1 Obtain relevant proof of English proficiency (if English is not part of the subjects successfully completed at school level);
- Step 2 Obtain valid Passport;
- Step 3 Deposit the required application for admission fee into the bank account of the SACT (according to the instructions in Section A4 of the application form)
- Step 4 Send the completed application form accompanied by:
- proof of competency in English, if applicable (*see Section 2 and Paragraph 3.3 above*)
  - copy of passport
  - a copy of the deposit slip of the prescribed fee paid into the bank account of the SACT
  - all other documents as per Section A2 and B9 of the application form
- to the following address:
- SA College for Tourism  
Administration  
Admissions Department  
P O Box 314  
Graaff-Reinet 6280  
South Africa
- Step 5 The application will be evaluated by the selection panel where after only successful applicants will be informed of their acceptance. A formal acceptance letter, accompanied by proof of medical aid, will be issued by the SACT as soon as medical coverage has been arranged. This acceptance letter with annexure should be utilized when applying for a study visa.
- Step 5 Successful applicant proceeds **immediately and without any delay** with the application for a study visa at the South African Diplomatic Mission in her home country. This is extremely important since it takes approximately 6 weeks to process study visa applications. **Applicants must ensure that they receive, from the South African diplomatic or consular mission the receipt for payment of the study visa (or a copy thereof). Failing to obtain the receipt will result in the College not be able to refund the applicant for the study visa costs.**
- Step 6 Once the successful applicant has received the necessary study visa, she can proceed with travel arrangements to South Africa (*please refer to Paragraph 5 of Annexure A: Background to the SA College for Tourism*).

Step 6 Only after the successful applicant has obtained her study visa and all other prerequisites have been met, may she depart for South Africa. Please note that it is the sole responsibility of the applicant to ensure that all prerequisites have been met and all documentation is in order before leaving her home country. Failing this, the College will not be responsible for any costs incurred (i.e. travel costs, etc) should an applicant need to return to her home country to finalize any outstanding requirements.

**It is advisable to inform the SACT of your intended date and time of arrival to enable the College to arrange for transport from the local bus terminal to the campus.**

### **Notes**

- The College will only reimburse you for transport by bus and/or taxi (taxi: where no bus service is available). No re-imburement will be done for air travel or travel via private vehicle.
- You must follow the shortest route available from your home to Graaff-Reinet.
- The College will not reimburse you for incorrect bookings resulting in a more expensive than necessary route to Graaff-Reinet
- Transport costs will be reimbursed to you by the College during October but only upon your submission of your valid bus or taxi tickets/receipts.
- The reimbursement amount to non-South African nationals will be based upon the exchange rate applicable to January.
- Reimbursement for study visa costs will take place simultaneous with transport costs.
- Non-South African applicants must retain their receipts for repatriation guarantee fees paid by them. This amount can be claimed upon return to your home country and completion of studies.
- Non-South African applicants must take note of the fact that before departure to the College, they should arrange in their home country for South African currency (ZAR) since local banks do not accept foreign currency for exchange purposes.

<b>MAJOR BUS COMPANIES THAT CAN BE USED FOR TRANSPORT TO GRAAFF-REINET</b>			
<b>COMPANY</b>	<b>CONTACT DETAIL</b>	<b>COMPANY</b>	<b>CONTACT DETAIL</b>
INGWE LINKING AFRICA	Johannesburg, RSA: +27 (0) 11 3365054 (tel) +27 (0) 11 3332797 (fax)  Lusaka, Zambia: +260 (0) 1234420  Blantyre, Malawi: +265 (0) 1677045 +265 (0) 1622313	INTERCAPE	South Africa: 0861 287 287 International: +27 21 380 4400 Botswana: +267 397 4294 Namibia: +264 61 227 847 E-mail: info@intercape.co.za
TRANSLUX / CITI-TO-CITI	Central Reservations & Enquiries: 0861 589 282 +27 (0) 11 773 8056 (tel) +27 (0) 11 774 3333 (tel) +27 (0) 11 774 3831 (fax)	GREYHOUND/ CITILINER	Johannesburg: +27 11 276 8500

**General guidelines:**

1. Candidates from Malawi, Zambia, Zimbabwe, Mozambique, Swaziland, Botswana, Mpumalanga Province, Limpopo Province, North West Province, Gauteng Province and KwaZulu Natal:
  - a) Step 1: Book a ticket to Johannesburg
  - b) Step 2: Book a ticket from Johannesburg to Graaff-Reinet, Eastern Cape
2. Candidates from Lesotho, Namibia and Northern Cape Province (via Upington/Kgalagadi areas):
  - a) Step 1: Book a ticket to Bloemfontein
  - b) Step 2: Book a ticket from Bloemfontein to Graaff-Reinet, Eastern Cape
3. Candidates from Angola and Western Cape Province (including Ai-Ais/Richtersveld area):
  - a) Step 1: Book a ticket to Cape Town
  - b) Step 2: Book a ticket to from Cape Town to Graaff-Reinet, Eastern Cape
4. Candidates from areas not listed above: Contact one of the listed bus companies for assistance.