



# isa carstens<sup>®</sup>

A C A D E M Y

SINCE 1978

Issue 1 | Prospectus

**Are you the  
Ideal Student?**

**FOCUS ON:**  
Assessments

**9 MORE THINGS  
YOU'LL WANT TO KNOW  
ABOUT THE ACADEMY**

**SOMATOLOGY  
UNCOVERED**

THE WHAT. THE WHERE. THE WHEN.

Leaders in health and skin care training

# Hi there!

**WELCOME** to the Isa Carstens® Academy. As you page through this publication, you will see that our Academy has built a proud history of providing quality education and services to students since being established in 1978.

It is this solid reputation and heritage that continues to inspire the Isa Carstens® Academy to offer excellence in training and education, and ultimately provide you with the skills, qualities and understanding required to be successful in the world of work.

Our Diploma in Somatology offering is an internationally recognised qualification, so if you've always dreamt of working on a cruise ship or anywhere overseas, you'll be glad to know that it is entirely possible with the Isa Carstens® Academy. More on this qualification inside.

All in all, the Isa Carstens® Academy offers you the complete package. So don't wait any longer, get to know us, cover to cover.

Till next time,



**ISABEL CARSTENS-ROOS**  
MANAGING DIRECTOR



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## The Academy:

Where did it all begin?

Join us as we take a walk down  
memory lane to give you a glimpse into how  
the Isa Carstens® Academy came to be.

**ISA CARSTENS**, who started the Isa Carstens® Academy in the historic town of Stellenbosch in 1978, was an internationally renowned therapist, businesswoman and educationalist.

A woman of stature and vision, she created a facility offering the best possible training in the field of Health and Skin Care therapy in South Africa. In 1978, the Isa Carstens® Academy (ICA) became the first South African school recognised by Swiss based CIDESCO (Comité International d'Esthétique et de Cosmétologie), an internationally recognised examining body, renowned around the world.

To ensure that the latest technology and training methods were applied at the school, she studied abroad in Vienna, France, Italy and Britain. She was invited to present at CIDESCO World Congresses and was appointed national examiner for CIDESCO in 1985, sharing her

extensive knowledge and experience freely. Mrs Carstens was a founding member of the South African Institute of Health and Beauty Therapy (SAIHBTh), now called South African Association of Health and Skin Care Professionals (SAAHSP) and was president of the association from 1990 to 1993. In 1994, she was awarded the first Médaille D'Esthétique for Educational Services by CIDESCO for her outstanding contribution to education. Mrs Isa Carstens passed away on 28 December 2002.

In 1993, Isabel Carstens-Roos followed in her mother's footsteps and became the Managing Director of the Isa Carstens® Academy. In 1999, the Academy was the provincial winner and a national finalist in the Old Mutual and Business Partners for Service Excellence competition. In 2007, Isabel Carstens-Roos herself was awarded the Médaille du Merit by CIDESCO. **ICA**



# THE BASICS

There are some things an Isa girl's closet just can't do without! Similarly for any institution or business, there are a few "essentials" that must be in place to keep operations focused. Let's take a look.

## Our Vision



The Isa Carstens® Academy strives to be the superior service provider to the industry.

## Our Mission



The Isa Carstens® Academy strives, with integrity, to provide the highest professional standard of education and training to ensure that we develop highly skilled and employable graduates. As a dedicated team, we strive to realise this by:

- Serving the best interest of our students' mental, physical, and intellectual needs so that they may achieve excellence and become employable therapists.
- Ensuring that we obtain and develop new knowledge in our field of training.
- Maintaining a high ethical code of conduct and setting a professional standard which will instil pride in our students and the Isa Carstens® Academy.

## Our Values

These are the values that underpin our offering and our approach to the world of wellness:

- **Passion for the industry** – we find joy in our work.
- **Commitment to excellence** – excellence has no finish line.
- **Professionalism** – we serve our clients with respect and in an ethical and professional manner.
- **Holistic approach** – our focus includes mind, body and spirit.
- **Inspiration to innovate** – we encourage innovation and new ideas in our business relations and conduct with our stakeholders.



## Corporate Citizenship



As a responsible corporate citizen, we engage with all our stakeholders and take into account the social and natural environment in which we operate. [ICA](#)

# SOMATOLOGY UNCOVERED

## THE WHAT. THE WHERE. THE WHEN.

Somatology is the scientific study of the body with specific focus on health and skin care. The term Somatology comes from Greek roots and literally means body and study.

BY ISA CARSTENS® ACADEMY

## DIPLOMA IN SOMATOLOGY

**DURATION:** 3 Years

**LEVEL:** NQF Level 6 (360 credits)

**SAQA ID:** 83046

### ADMISSION REQUIREMENTS

A National Senior Certificate (NSC) from the South African Matriculation Board with an endorsement from the board certifying that you are eligible for Diploma study at a tertiary institution is required.

Preference will be given to students who have achieved a Matric endorsement and an Admission Points Score (APS) in excess of 24 (twenty four).

The points rating for the 6 subjects required for the NSC excluding Life Orientation will be used in calculating the APS. The APS is calculated as a sum of the 6 points rating with no one subject weighted more than any other.

In addition, preference will be given to students who have excelled in Life Sciences in the Grade 12 final exams. Those who haven't selected Life Sciences as a subject through to Grade 12 or achieved an average below 50% in the NSC, must attend a compulsory bridging programme in their first year of study (Additional costs apply).

### EXCEPTIONS

- A Higher Certificate or Advanced Certificate in a Cognate field will also be considered.
- Applicants who wrote exams outside the borders of South Africa are required to have their qualifications verified by the South African Qualifications Authority (SAQA). Visit [www.saqa.org.za](http://www.saqa.org.za) for more information.

### RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) is a process of assessing the knowledge and skills of a person against a qualification or part thereof. The process involves the identification, assessment and acknowledgement of knowledge and skills obtained through informal, non-formal and formal learning.

The policy on RPL is available on request.



## YEAR

## 1

## SUBJECTS

**Business Practice (105)**

The importance of entrepreneurship and small business management is the driving force behind the free market economy. It is essential that students in the Health and Skin Care discipline have a thorough understanding of the environment in which they will operate, whether as an employee or employer. The aim therefore, is to prepare students to operate competently in this environment.

**Cosmetic Science (105)**

The purpose of this subject is to highlight the basic principles of Cosmetic Science, enabling the student to comprehend much of the literature of everyday cosmetic pharmacology and cosmetology.

**Nutrition (105)**

Optimal health is impossible without good nutrition. With the knowledge that good nutrition and optimal health are interrelated, it is essential to achieve a thorough understanding of the various components of a healthy diet.

**Biotics (105)**

In order to have a holistic approach towards therapy, it is essential to have a proper understanding of the role exercise plays in the well-being of individuals and being able to advise clients on a balanced lifestyle.

**Anatomy and Physiology (105)**

Anatomy and Physiology forms the foundation of everything that you will encounter as a Somatologist. It is essential to have an in-depth knowledge and understanding of the anatomy of the human body and dermatological conditions visible on the skin.

**Somatology (105)  
Theory and Practical**

A subject that is based on the integration of sound theory knowledge into the following practical modules: Manual Facial Treatments, Swedish Body Massage, Body Exfoliation and Wraps, Body Analysis, Manicure and Pedicure, Hair Removal Techniques, Electrical Epilation, Hot Stone Massage, Day and Evening Make-up.





## YEAR

## 2

## SUBJECTS

**Somatology (206)**  
**Theory and Practical**

A subject that is based on the integration of sound theory knowledge into the following practical modules: Electrotherapy incorporated into body and skin treatments, Advanced Skin Analysis, Aromatherapy, Reflexology, Manual Lymph Drainage, Electrical Epilation, Hair Removal Techniques, Advanced Make-up Techniques including stage make-up.

**Anatomy and Physiology (206)**

In order to perform treatments on clients with a holistic approach, it is essential to have in-depth knowledge and understanding of the physiology of the human body and specific dermatological conditions on the skin.

**Biotics (206)**

The purpose of the subject is to enable a student to fully understand and identify stress and the role physical exercise plays in the management of stress; to become familiar with the different types of injuries incurred by athletes and fully understand the special needs of the pregnant client.

**Nutrition (206)**

Being able to provide clients with proper advice plays an integral part in the longevity of your client/therapist relationships. The aim of Nutrition is to supply you with an array of nutritional advice based on sound principles and knowledge, specifically relating to supplementation.

**Cosmetic Science (206)**

The purpose of this subject is to highlight the basic principles of Physics and Chemistry, as they apply to aesthetics and health and skin care therapy to make them accessible to students in this field. Without a sound scientific understanding, the application of therapy would not be creative or innovative, but would remain mechanical.

**Business Management (206)**

In managing a business of any type, an understanding of interpersonal relationships and social psychology is key to its success. Specific focus is also placed on all aspects of management, including purchasing and selling of products, financial management, marketing, controlling of retail stock and spa management.

**Introduction to Research Methodology (206)**

The purpose of the subject is to provide students with an understanding of the research process, enabling them to compile a research statement and perform a comprehensive Literature Review.



## SUBJECTS

### Chemistry of Oils (306)

An in-depth study of the sources and structure of organic compounds, the basic chemistry and constituents of essential oils and an understanding of the properties of essential oils when performing specific treatment plans for clients.

### Somatology (307) Theory and Practical

A subject that is based on the integration of sound theory knowledge into the following practical modules: Hair Removal Techniques, Electrical Epilation, Chemical Peelings, Microdermabrasion, Advanced Aromatherapy, Laser and Plastic Surgery, Spa and Hydrotherapy, Advanced Massage Techniques and Thai Massage.

### Research Principles and Practice (307)

The purpose of the subject is to provide students with an understanding of the research process, enabling them to perform a case study and write up the findings in line with a scientific research approach.

### Anatomy and Physiology (306)

An in-depth study of the disease process and the effects of abnormalities in the various systems (Cell/tissue structure, Skin structure, Skeletal system, Muscular system, Nervous system, Endocrine system, Cardiovascular system, Lymphatic system, Immune system, Digestive System, Respiratory system, Urinary system, Reproductive system) of the human body.

### Business Planning (307)

Many Somatologists dream of one day opening their own business. This subject will therefore equip students with the necessary skills to compile a comprehensive business plan and operational manuals.



### MODE OF INSTRUCTION

Class contact sessions with Work Integrated Learning opportunities to combine theory and real-world practice.

### MINIMUM DURATION

3 years full-time

### LANGUAGE OF TUITION

English (A Language Policy is available on request.)

### BRIDGING COURSE

**Anatomy and Physiology Bridging Course:**

Students who did not have Life Science as a subject in school or who achieved a mark below 50% for Life Science in the NSC examination must enrol for the bridging course in Anatomy and Physiology.

The bridging course aims to assist the student with the subject Anatomy and Physiology (105) during the first year. The bridging course runs concurrently with the rest of the first year subjects. No additional examinations will be written for this course, but an additional one hour tuition per week is provided ensuring students keep up with the curriculum in the first year. The cost of the bridging course is confirmed annually.

### DESIGNATORY LETTERS

Students who have completed the Diploma in Somatology may use the following designatory letters:

- Dip. Somatology (Ilsa Carstens®Academy)

### CAREER OPPORTUNITIES

The trillion dollar wellness industry is one of the fastest growing fields with raised awareness around health and a public that is continually looking for safer and more effective ways to take care of their skin and body. Hence, the demand for well-qualified therapists is increasing in South Africa and abroad. Most of our graduates are found to be working in the following areas:

- Medi-spas
- Medical Aesthetic Practices
- Skin Care Clinics
- Cruise Liners
- Sales Representatives
- Salons, Spas, Hydros
- Own Clinics
- Trainers and Lecturers



# Bon Voyage!

## 10 TIPS FOR WORKING ON CRUISE SHIPS

Many Somatology graduates choose to work on-board cruise ships after completing their studies. This is certainly a great opportunity to further your career and meet people from all walks of life, but it can also be challenging.

TO PREPARE YOU for the waters ahead, we've compiled some handy tips for surviving life on-board.

- 1** Familiarise yourself with the location of the lifeboats.
- 2** Always have motion sickness medication with you.
- 3** Moisturise! The salty air can quickly dry out your skin.
- 4** Make friends with the kitchen staff.
- 5** Be confident in your skills.
- 6** Research the cities you'll visit to familiarise yourself with local laws or customs.
- 7** Take photos of everything you see.
- 8** Keep all your important documentation together in a safe place.
- 9** Keep a copy of the ship's deck plan on your phone.
- 10** Video chat with your family, regularly.

# Are you the Ideal Student?

Answer some easy questions below to find out if you're the type of person who will fit the health and wellness industry like a glove.

**Do you like being around people?**

- A. Yes  
B. No

**Do you enjoy a sociable lifestyle?**

- A. Yes  
B. No

**Would you call yourself an introvert?**

- A. No  
B. Yes

**Would you call yourself an extrovert?**

- A. Yes  
B. No

**Are you dedicated to achieving your goals?**

- A. Yes  
B. No

**Is personal grooming important to you?**

- A. Yes  
B. No

**Are you ambitious?**

- A. Yes  
B. No

**Do you enjoy living a healthy lifestyle?**

- A. Yes  
B. No

**Would you mind wearing a uniform?**

- A. No, I don't mind.  
B. Yes, I mind.

**Are you passionate about health and skin care?**

- A. Yes  
B. No

**Do you care about the planet?**

- A. Yes  
B. No

**Do you like building up contacts?**

- A. Yes  
B. No

**Do you take ethics and discipline seriously?**

- A. Yes  
B. No

**Is maintaining a professional image important to you?**

- A. Yes  
B. No

**Would you like a qualification that allows you to work overseas?**

- A. Yes  
B. No



## 8 or more A's

You seem to be the ideal student for the Isa Carstens® Academy. We are looking for individuals who are passionate about working with people and enriching their lives, nurturing relationships and building networks. Other important attributes include taking ethics, discipline and career growth seriously, as well as caring about people and the planet as much as you do about creating a profitable business. And for someone working in the health and wellness industry, personal grooming and a professional image are naturally also very important.

## 8 or more B's

It would seem like you're not exactly the type of student we're looking for. That, or you're just having a bad day. All we know is, if you have a passion for the health and wellness industry, the potential and drive to achieve anything you put your mind to, and you're willing to work on a few things, then you might just make a great Isa Carstens® Academy student after all. Feel free to call us for help or advice.



9 more things

# YOU'LL WANT TO KNOW ABOUT THE ACADEMY

You've read our history. You know our programme.  
Now it's time to discover all the other things that  
make up the Isa Carstens® Academy.

BY ISA CARSTENS® ACADEMY



1

## ACADEMIC FACILITIES

The Academy's campuses in Stellenbosch and Pretoria house the following facilities:

- **Lecture rooms**  
Equipped with modern communication technology.
- **Clinics**  
Fully equipped and air-conditioned Skin Care and Body Care clinics for practical training.
- **Technology**  
New-technology audio-visual equipment and network points for computers.
- **Library and resource centres**  
These centres offer a wide range of textbooks, journals, articles and other resources on the wellness industry and related topics.

The Stellenbosch campus also houses the upmarket Isa Carstens® Wellness Sanctuary open to the public. Students in Pretoria gain similar experience at external wellness centres.

2

## INFORMATION SESSIONS

We invite prospective students and their parents/guardians to attend information sessions presented throughout the year to get an overview of the Academy, to meet academic and support staff members and to experience our facilities first hand.

3

## ACADEMIC SUPPORT

Regular reviews are conducted to provide feedback to individual students on their performance as well as to staff and managers on students' progress and the effectiveness of training and teaching methods. Reviews with the student also identify, through consultation, those parts of a student's action plan/personal training plan that may need development.

4

## ACCOMMODATION

### STELLENBOSCH

The Isa Carstens® Hostel is close to the academic building and features units with en suite bathrooms, a communal lounge, TV room, self-service laundry and dining room. The hostel has 24-hour secure access control to the living areas, secure undercover parking (at additional cost), catering facilities and a 24-hour internet access point in each unit.

#### Physical address

30 Piet Retief Street,  
Stellenbosch, 7600

#### Postal address

P.O. Box 7014, Stellenbosch, 7599

t: +27 (0)21 883 8827  
f: +27 (0)86 643 3731  
e: info@isahostel.co.za

### PRETORIA

Accommodation is available in the Isa Carstens® student house, offering rooms with a communal lounge and kitchen.

#### Physical and postal address

426 King's Highway, Lynnwood, Pretoria, 0081

t: +27 (0)12 348 0125  
f: +27 (0)86 540 8289  
e: infopta@isacarstens.co.za

5

## COUNSELLING SERVICES

We offer counselling services by registered psychologists to students upon request.

6

## WELLNESS SANCTUARY (Work Integrated Learning)

The Diploma in Somatology is underpinned by a learning philosophy, which combines classroom contact sessions with practical work. The latter is delivered through Work Integrated Learning (in-service training), which allows students to gain exposure in the market place and to develop time management skills, communication skills as well as employability skills.

The Academy therefore provides students with the opportunity to undergo part of the Work Integrated Learning at the campus. Students gain valuable practical experience at the Work Integrated Learning Centre, which is open to the public. They may also obtain practical experience at a clinic/salon of their choice (such as a spa, salon, wellness centre or medical aesthetic practice). A detailed Work Integrated Learning policy is available on request.

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## FINANCE

Fees are confirmed on an annual basis. The fee structure consists of the following:

- Registration fee
- Tuition fee
- Uniform, textbooks and kit fees
- Membership fees

A Refund Policy is available on request.

#### Financial Assistance

Should it be necessary, arrangements to accommodate the payment of fees should be made well in advance. We can further refer you to several financial service providers for assistance.

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## AESTHETIC PERSONNEL SERVICES

The Academy assists students to find work opportunities through its recruitment office. Aesthetic Personnel Services is an industry specific recruitment agency, located at the Stellenbosch campus, which services both campuses' students in finding gainful employment upon graduation. The service provided extends throughout your career and supports the therapist in finding new exciting positions as and when required.

The agency is well established and has considerable ties with industry employers both large and small. An extensive list of job opportunities is available to students, with employers typically including:

- Medical aesthetic practices (working for dermatologists, plastic surgeons, general practitioners or other medical professionals)
- Wellness centres (hydros, spas, hotels, salons)
- Luxury passenger cruise liners
- Cosmetic houses (trainers or sales representatives)
- The retail environment
- Training at academic institutions such as the Isa Carstens® Academy.

Many therapists also establish their own businesses or become managers of wellness establishments.

9

## STUDENT LIFE

Both the Stellenbosch campus and Pretoria campus are close to university campuses to offer an authentic student environment in which to learn, grow and have fun. **ICA**



# KICK-STAR YOUR CAREER

## IN 3 EASY STEPS!

Ever wondered how most successful careers start off?  
Well, wonder no more! It's as easy as 1 2 3.

BY YOLANDÉ SWANEPOEL



### Step 1: Apply

Prospective students like yourself who wish to study at the Isa Carstens® Academy must apply to register for programmes no later than the closing dates, which will be communicated via the Isa Carstens® Academy website ([www.isacarstens.co.za](http://www.isacarstens.co.za)). Application forms are also available on the website.

To apply, simply complete the application form and send it back to us. It's that easy!

*Please note: Admission is subject to selection in accordance with programme-specific information admission criteria, as determined by the Academic Board, as well as minimum requirements set for students by the Academic Board.*

### Step 2: Register

Once your application to study at the Academy has been successful, you will be able to register at the start of the academic year.

#### REQUIRED DOCUMENTS FOR ADMISSION/REGISTRATION

Students who register for the first time at the Isa Carstens® Academy must submit, together with their registration documents, the following:

- Certified copy of identity document or passport.
- Certified copy of Grade 12 Certificate (Grade 12) or National Senior Certificate (NSC) or equivalent qualification including symbols or Grade 11 results for conditional registration.

#### Transfer of undergraduate students from other higher education institutions

- Certified copy of identity document.
- Certified copy of Grade 12 Certificate or National Senior Certificate (NSC) or equivalent qualification including symbols.
- Certified copy of academic records/transcripts from the previous higher education institution/s.

#### Foreign students studying in South Africa

- Certified copy of passport.
- Certified copy of the highest academic qualification as well as a certified copy of the SAQA Certificates.
- Certified copy of residence/study permit.
- Certified copy of proof of sufficient financial repatriation funds for purposes of the student's fees.

*Please note: Admission of non-South African resident students is subject to the conditions set out in the Immigration Act 13 of 2002. Successful application by a non-South African resident depends on the following:*

- Confirmation of academic acceptance.
- Obtaining the necessary statutory documentation and state approval.
- All non-South African resident prospective students are required to submit proof of English language proficiency, which may consist of:
  - The results of the internationally recognised IELTS test; or
  - English passed at school-leaving level (e.g. O-level or HIGCSE).

Student numbers will be issued during the registration period.

### Step 3: Study

You've applied. You've registered. Now the responsibility is on you to work hard and learn as much as you can from your lecturers, your textbooks and your practical classes. Do this, and you're guaranteed to have a long and healthy career as a Somatologist. **ICA**

# Ask the experts

Have questions about the Academy?  
Send them to [info@isacarstens.co.za](mailto:info@isacarstens.co.za)  
to get answers from the real experts.



## Why should I choose the Isa Carstens® Academy?

- We have a proud history as a reputable education and training institution.
- We are dedicated to improving and uplifting the industry.
- We were the first SA training institution to receive international recognition from CIDESCO.
- We combine theory with real-world practical experience.
- We have trained over 3 000 qualified therapists since 1978.
- We have an exceptionally high employment rate after the completion of studies.
- Our programme is accredited by the Council on Higher Education (NQF Level 6).
- We are registered with the Department of Higher Education and Training.
- We meet the requirements of the Higher Education Qualifications Sub-Framework.
- We are members of SAAHSP and CIDESCO.
- Our residence students in Stellenbosch can take part in the University's sports programme.

## How am I sure that a qualification/provider is registered?

For a qualification to be accredited, a SAQA ID number must be shown.

For a provider to be registered, a certificate from the Department of Higher Education and Training must be displayed confirming the accredited programmes and a registration number.

## Why should I choose a career in Somatology?

As a Somatologist, you have the opportunity to work in a spa or salon, but with the extended knowledge gained through this programme, you can also work in a medi-spa, anti-ageing practice with dermatologists, plastic surgeons and general medical practitioners. The development of entrepreneurial skills throughout the programme also allows you to start your own business.

## Who or what is CIDESCO/SAAHSP?

CIDESCO is an international membership organisation that comprises of sections in more than 30 countries in the world. CIDESCO promotes the exchange of professional experience and provides opportunities to improve skill and knowledge to its members. CIDESCO provides information concerning the development of the profession, regardless of nationality or borders, and nurtures friendship, solidarity and good collaboration. CIDESCO sets a high standard internationally and therapists with this membership qualification are in demand worldwide.

SAAHSP is a South African membership organisation offering the SAAHSP examination and ensuring that education standards remain high. SAAHSP offers post graduate, lecturer's and principal's membership to the Beauty, Health and Skin Care Industry. SAAHSP is the South African section of CIDESCO in South Africa.

## What is the scope of training I would follow?

Both practical and theoretical. The training is thorough and although much time is spent studying the theory, most of it will be spent on practical application to assist in developing poise, confidence and ability. Somatology is a personal service and because of the confidential nature of treatments, you will learn that manner, approach and the ability to manage and converse freely with people are just as important as the work itself.

As a practitioner, you will apply your practical skills and theoretical knowledge to provide preventative treatments and restore balance.

## Which qualities should I have to become an excellent therapist?

A pleasant personality, enthusiasm and the ability to deal tactfully and sympathetically with all types of people.

## What salary can I expect to earn?

There is no official scale of salaries in this profession as yet. Your earnings will depend very much on the area of the country in which you are employed and the scope of the treatments you can provide. Most employers pay a basic salary plus commission and generally the greater variety of treatments and the ability to generate business, will improve and boost your earnings exponentially. **ICA**

# Focus on:

## ASSESSMENTS

The Isa Carstens® Academy makes use of continuous assessments. Continuous assessment is an ongoing process that forms an integral part of student facilitation.

**THE TOTAL AMOUNT** and type of assessments will be pre-determined and scheduled on the assessment plan and year planner. The number of assessments will vary according to the subject context and the credits that the specific subject contributes towards the qualification. Assessments will be subdivided into a specific total of formative and summative assessments.

### Pass Mark

Theory: All Subjects – 50%  
Practical: All Subjects – 70%

### Rules of Progression and Rules of Combination

In order for students to progress to the next year, a minimum of 70% of their total credits for the year needs to be obtained.

A pass mark in all major subjects is compulsory in order to progress to the next year.

- Somatology 105 and 206
- Anatomy and Physiology 105 and 206
- Cosmetic Science 105 and 206

Rules of progression for individual subjects also apply, please refer to subject contracts for more details.

### FORMATIVE ASSESSMENT

- Formative assessment refers to an assessment that takes place during the process of learning and teaching, either in the classroom or at the workplace.
- Formative assessment is designed to support the teaching and learning process. The evidence and results for the formative assessment are recorded and will contribute to the final assessment results.
- Formative assessments will provide feedback to the student on his/her progress and help make decisions on the readiness of students to perform a summative assessment.
- A minimum of three (3) Theory and Practical formative assessments per year subject and at least one (1) per short module is scheduled.

### SUMMATIVE ASSESSMENT

- Summative assessment refers to the process of making judgments about achievement. This is carried out when a student is ready to be assessed at the end of a programme of learning.
- The Education and Training Manager, in liaison with the examiner, will make decisions on when summative assessments will take place, e.g. summative assessments can be organised around one outcome or a set of outcomes, or at the end of a period of learning.
- On declaration of competence, credit is then given, recorded and reported.
- Summative assessments should be performed on a continuous basis throughout the student's learning experience. They need not be confined to a written examination that only assesses a sample of learning within a limited time. It allows for a range of assessment methods and for a range of assessment instruments. It can also be collected from a variety of sources. ICA

### Assessments include, but are not limited to:

- Tests and Examinations per term
- Assignments
- Workplace Assessments

A quarterly progress report is made available to monitor academic results.

# The Student Code of Conduct

## Your ultimate guide to being a great Isa student.

The Isa Carstens® Academy strives, with integrity, to provide you with the highest professional standard of education and training, in order to ensure that you become a highly skilled Somatologist and qualify for employment nationally and internationally.

**GUIDELINES** have been laid down relating to student conduct. It is imperative to ensure the proper performance of the academic development and operation of the Academy, the maintenance of order and discipline as well as the reputation of the institute and its students.

As we pursue excellence in our education and training programme, we also aim to ensure that your period of study at the Academy is pleasant and successful. In order to achieve this, a Student Code of Conduct exists for all Isa Carstens® Academy students.

It is imperative that these applicable student rules are adhered to at all times. Appending a signature to the Isa Carstens® Academy registration form shall constitute acceptance of the rules regulating the conduct of students of the Isa Carstens® Academy and agreement that you have acquainted yourself with the applicable rules and regulations. ICA

*\* Upon registration, each student will receive a copy of the Student Code of Conduct.*

## Talk to us

### STELLENBOSCH CAMPUS

**Physical address**  
Aan de Gragt Building, First Floor,  
5 Plein Street, Stellenbosch, 7600  
**Postal address**  
P.O. Box 149, Stellenbosch, 7599  
**t:** +27 (0)21 883 9777  
**f:** +27 (0)86 742 2060  
**e:** info@isacarstens.co.za

 [www.facebook.com/isacarstens](https://www.facebook.com/isacarstens)

### PRETORIA CAMPUS

**Physical and postal address**  
426 King's Highway, Lynnwood,  
Pretoria, 0081  
**t:** +27 (0)12 348 0125  
**f:** +27 (0)86 540 8289  
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 @IsaCarstensAcad





# LEGALLY BLONDE...

The Isa Carstens® Academy is certainly more than just a pretty face. So when it comes to meeting all the legal requirements and obligations set out for educational institutions, you can rest assured in knowing that our house is in order.

## REGISTRATION AND ACCREDITATION

**Company Registration Number:**  
1973/015469/07

**Legal Status and Company Information:**  
The Isa Carstens® Academy (Pty) Ltd. is registered with the Department of Higher Education and Training in terms of section 54(1)(c) of the Higher Education Act (1997).

**Registration Certificate Number:**  
2000/HE07/025

**Registration Authority:**  
South African Qualifications Authority (SAQA) ID no: 83046 (NQF Level 6)

**Quality Assurance:**  
Council on Higher Education (CHE)

### Membership:

- CIDESCO (Comité International d'Esthétique et de Cosmétologie)
- SAAHSP (South African Association of Health and Skin Care Professionals)
- SASA (South African Spa Association)
- APPETD (Association of Private Providers of Education, Training and Development)

### Educational Partnerships:

The Isa Carstens® Academy is a recognised additional tuition centre of the IMM Graduate School of Marketing, providing additional tuition for full-time programmes offered by the IMM GSM.

The IMM GSM is registered with the Department of Education as a private higher education institution under the Higher Education Act, 1997. Registration Certificate No: 2000/HE07/013.

## THE NATIONAL QUALIFICATIONS FRAMEWORK (NQF)

The NQF Act of 2008 is the governing body for all qualifications in South Africa and came into being through the South African Qualifications Authority (SAQA). The NQF aims to provide qualifications that enjoy national recognition. It strives to provide and support clear learning paths in qualifications and outcomes of education, training and career paths.

The Isa Carstens® Academy has been part of these developments since 1999 and was one of the first private providers in the industry that received accreditation and registration status. Since 2009, a new framework has been put in place and the Isa Carstens® Academy has aligned its programmes to the new framework. The Isa Carstens® Academy is committed to only offering qualifications that fall within the regulatory framework.

### Accreditation by the Higher Education Quality Committee (HEQC) of the Council on Higher Education (CHE)

In terms of section 1(b) of the Higher Education Act, 1997 (Act No 101 of 1997) (hereafter referred to as "the Act"), higher education means all the learning programmes leading to a qualification that meets the requirements of the Higher Education

Qualifications Sub-Framework (HEQSF), which was published in Government Gazette No. 30353 on 5 October 2007.

### HEQSF Qualification Types:

- Higher Certificate
- Advanced Certificate
- Diploma
- Advanced Diploma
- Bachelor's Degree
- Bachelor (Honours Degree)
- Postgraduate Diploma
- Master's Degree
- Doctoral Degree

None of the qualification types on the HEQSF may be offered as qualifications other than higher education qualifications as defined by the NQF framework. No person or organisation that does not provide higher education programmes may use the nomenclatures of qualifications, in other words, the above mentioned qualification types.

In order to be able to offer the mentioned higher education programmes that bear the qualification types, it is required that an Institution be registered as a private higher education institution in terms of the Act. The Isa Carstens® Academy complies with the requirements of the Council on Higher Education (CHE) as required by section 53(1)(b)(ii) of the Act. **ICA**

# isa carstens®

## A C A D E M Y

SINCE 1978

### DIRECTORS

Mr J.G. Roos • Ms I. Roos

### ACADEMIC BOARD

Ms I. Roos • Dr P. Steyn • Ms Y. Swanepoel  
Ms H. Burger • Ms T. Chambers

### EXECUTIVE COMMITTEE

Ms Y. Swanepoel • Ms H. Burger  
Ms T. Chambers • Mr L. Jansen  
Ms L. du Bois • Ms A. du Toit

### THE ACADEMIC BOARD of the Isa Carstens®

Academy is represented by members of the Health and Skin Care Industry and academics from reputable universities and private providers in South Africa. As the highest decision-making authority of the Academy, the academic board oversees all academic quality assurance processes, ensuring that students receive the required knowledge, skills and expertise to meet the demands of the market place and to excel in a local and international working environment.

### ACADEMIC STAFF

Only highly qualified, skilled professionals and university graduates lecture at the Academy. Students are also given the opportunity to broaden their scope of knowledge by attending presentations delivered by specialists.

### FULL-TIME ACADEMIC STAFF (STELLENBOSCH)

#### Accreditation Manager

YOLANDÉ SWANEPOEL  
B.Tech. Somatology (CPUT)  
Member of CIDESCO and SAAHSP  
Teacher's Training Certificate  
(University of Potchefstroom)  
Education, and Development  
Practitioner's Certificate (UNISA)  
Assessor and Moderator

#### Education and Training Manager

HESTER-HELEEN BURGER  
National Diploma Somatology (CPUT)  
Member of CIDESCO and SAAHSP  
Assessor and Moderator

#### Quality Assurer: Practical Training and Development

ZOYA NELL  
Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Member of CIDESCO and SAAHSP  
ETDP (UNISA)  
Assessor and Moderator

### Lecturers

PETRO KOTZE  
B.Sc. Hons. (University of Pretoria)  
Higher Education Diploma (UNISA)  
Assessor and Moderator

### JANINE LIEBENBERG

B.Tech. Diploma in Somatology  
(University of Technology Free State)  
Member of CIDESCO and SAAHSP

### AMANDA SCHOOLING

Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Member of CIDESCO and SAAHSP  
Assessor and Moderator

### MARELIZE UYS

Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Member of CIDESCO and SAAHSP

### MONIQUE VAN WYK

Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Member of CIDESCO and SAAHSP

### PHILANIE GROENEWALD

Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Spa Management and Complementary Therapies (ICA)  
Member of CIDESCO and SAAHSP  
Train the Trainer (Skills Dynamics Africa)  
Assessor

### SANTÉ ENGALL

Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Spa Management and Complementary Therapies (ICA)  
Member of CIDESCO and SAAHSP

### LEE-ZAY ADONIS

Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Member of CIDESCO and SAAHSP

### ADRI LOURENS

Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Member of CIDESCO and SAAHSP

### COKISWA MASHIYA

Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Member of CIDESCO and SAAHSP

### PART-TIME ACADEMIC STAFF (STELLENBOSCH)

#### Lecturers

RUSSEL LOOMS  
B.A. Human Movement Sciences (US)  
B. Hons. Biokinetics (US)

### LIANDI TERBLANCHE

B.Sc. Human Movement Science  
B.Sc. Hons. Cardiac Physiology  
B.Sc. Hons. Biokinetics  
M.Sc. Biokinetics (NWU Potchefstroom)

### SANIEN DE BEER

B.Sc. CHS – Complementary Health Science (UWC)  
B. Phytotherapy (UWC)

### JAWAYA SHEA

Diploma General Nursing (DF Malan Nursing College)  
Diploma Midwifery with Honours  
(Peninsula Maternity Hospital)  
Diploma Neonatal Intensive Care with Honours  
(Groote Schuur Hospital)  
Diploma Nursing Administration & Community  
Nursing Science Cum Laude (UWC)  
Masters in Health Professions Education (current)  
(Maastricht University)

### DR DEBORAH JOHNSON

National Diploma Tourism (Cape Technikon)  
National Higher Diploma (Technikon SA)  
Master's Degree in Education (Cape Technikon)  
Doctor Technologiae (Ph.D):  
Tourism and Hospitality Management (CPUT)

### LAURIKA DU BOIS

NHD Journalism (TUT)  
NHD Communication and Public Relations (TUT)  
National Diploma Communication and  
Public Relations (TUT)

### FULL-TIME ACADEMIC STAFF (PRETORIA)

#### Education and Training Manager

TRACY CHAMBERS  
B.Tech. Somatology (UJ)  
Member of CIDESCO and SAAHSP  
Assessor and Moderator  
Verification and Course Development Certificate  
Registered Therapeutic Aromatherapist  
Registered Therapeutic Reflexologist

#### Lecturers

ILZE NAURATTEL  
Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Member of CIDESCO and SAAHSP

### STEPHINIE-ANN DICKINSON

Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Member of CIDESCO and SAAHSP  
Assessor and Moderator

### INGE FERREIRA

M.Tech. Somatology (TUT)  
Member of CIDESCO and SAAHSP

### PART-TIME ACADEMIC STAFF (PRETORIA)

#### Lecturers

PJ CHAMBERS  
B.Comm. Hons. (CA SA)

### PAOLA WOOD

D.Phil. Human Movement Science  
M.A. Physical Education  
B.A. Hons. Biokinetics  
B.A. Human Movement Science (University of Pretoria)

### KAREN PRETORIUS

B.Tech. Somatology (Pretoria Technikon)  
Member of CIDESCO and SAAHSP  
Assessor and Moderator

### MADELEEN DE JONGH

Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Member of CIDESCO and SAAHSP

### FRANCHE GRIESEL

B.Sc. Dietetics (NWU Potchefstroom)  
Registered Dietician (PR 031040)

### LEONIE VAN WYK

Diploma in Health and Skin Care (ICA)  
Advanced Diploma in Health and Skin Care (ICA)  
Member of CIDESCO and SAAHSP



# Follow a career in health and skin care.

The Isa Carstens® Academy is a trusted name in health and skin care training – offering students an internationally recognised Diploma in Somatology at both our Stellenbosch and Pretoria campuses.

For more information,  
[www.isacarstens.co.za](http://www.isacarstens.co.za)  
or contact

Stellenbosch: t: 021 883 9777

Pretoria: t: 012 348 0125

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Leaders in health and skin care.

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