

2026 PROSPECTUS

You've got goals, and we've got online and on-campus degrees, diplomas and higher certificates to get you there.



A learning experience of a lifetime

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WHY RICHFIELD?

The right path starts with the right place

At Richfield, your journey is supported every step of the way with industry-aligned programmes, student guidance, and a strong sense of community both online and on-campus.

A Legacy of excellence

Richfield is a private higher education institution shaping future-ready professionals across South Africa. For over 35 years, we've been committed to delivering quality, accredited learning that meets the needs of modern students and the demands of a changing world.

Study with us

Choose from Higher Certificates for focused, job-ready skills or diploma entry; industry-aligned Diplomas to launch or grow your career; Undergraduate Degrees that build solid foundations with practical skills for real-world

impact; or online Postgraduate Degrees including Honours and MBA qualifications designed for working professionals ready to advance their careers.

Designed for real Life

Whether you study online or at one of our premium campuses, we support how you learn best. You'll gain practical skills, respected credentials, and career-focused knowledge that employers trust.

Backed by industry

Our programmes are designed in collaboration with industry and backed by strong student support, real-world application, and a shared belief that education should be transformative.

We don't just prepare you for graduation.

We prepare you for everything that comes after.



AT A GLANCE

140,000+

Graduates over 35 years



Nationwide campuses



Study online
or on-campus



Academic support
in your pocket.
Richfield APP



Inclusion of industry-badges
Get more than just a degree

8
Global partnerships



Free unlimited Wi-Fi
across all campuses



Zero-rated
learning
platform (Moodle)



Work-Integrated
learning

DISTANCE LEARNING

Begin Your Journey From Anywhere

Whether you're balancing work, family, or distance, we make it possible to obtain an online qualification from anywhere, without compromising your commitments.

Why Study Online?

- Dedicated student portal
- Small-group engagement in digital classrooms
- Peer-to-peer learning and mentorship
- 24/7 access to resources, recordings, and tools
- Career support and coaching throughout your studies



Working Adults

We support the growth of those returning to study, exploring a new field, or stepping into leadership. Our online diplomas, undergraduate degrees, and postgraduate degrees are structured for working adults who want to upskill or pivot.

First-Time Students

Whether you live far from a campus or simply prefer to study online, you deserve an education that doesn't compromise on quality.

Learning Online Doesn't Mean Learning Alone

From day one, you're part of our learning community with expert support, structured milestones, and guidance to help you stay focused.



Academic
Support

Access academic advising, time management guidance, and career development support to help you thrive.



Wellness
support

We offer mental wellness resources, stress management tools, and space to maintain balance in your learning and life.



Structured
Learning

Benefit from clearly defined goals, paced learning schedules, and check-ins that keep your journey focused.

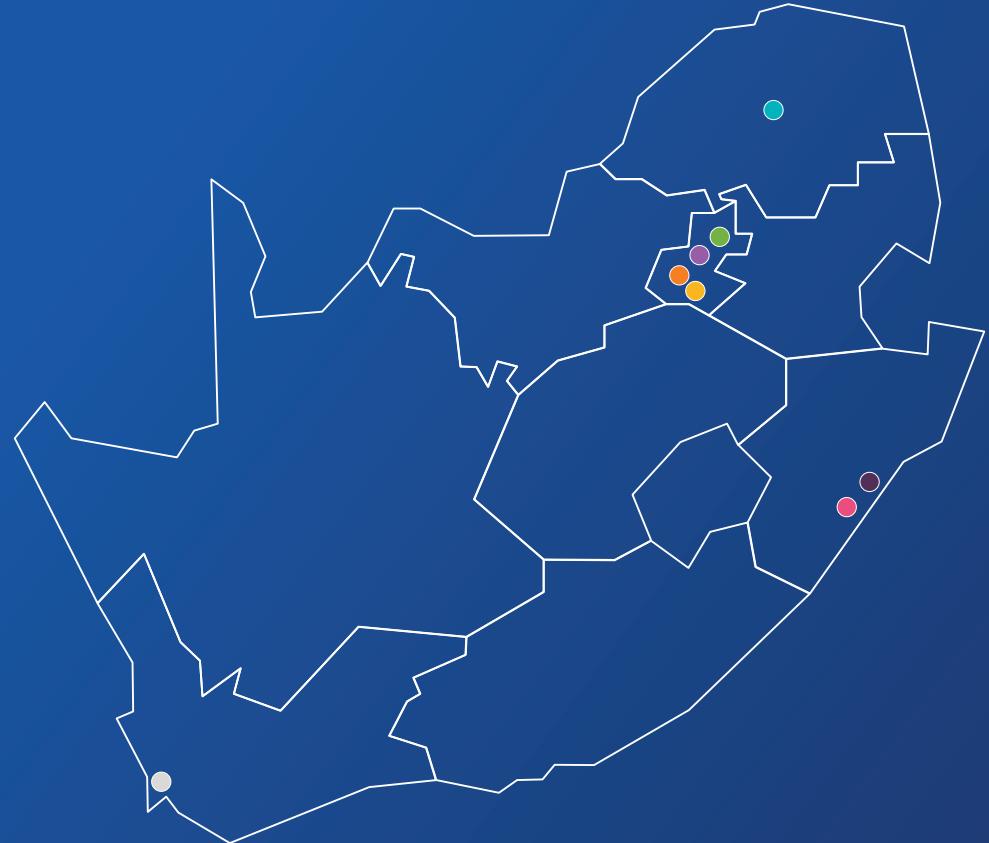


Virtual
community

Engage with lecturers, advisors, and fellow students through online forums, peer discussions, and platforms that bring your learning to life.

STUDY AT ANY OF OUR WORLD CLASS CAMPUSES NATIONWIDE

The Richfield campuses in Gauteng, Kwa-Zulu Natal, Western Cape, and Limpopo are nothing short of breathtaking, interactive, and spacious. Not only are the buildings architecturally smart, making it easy to move from one point to another, but the trendy and upmarket locations were also picked for an easier student life experience. Set in the hustle and bustle of the city, students can commute with ease from home to campus and grab a quick bite from the surrounding restaurants, cafes, and shopping centres. Each campus is equipped with world-class audio-visual auditoriums, libraries, chill zones, and state-of-the-art media centres. Wi-Fi is freely available on and outside of the campuses.



● BRYANSTON

Siyakha House,
The Braes Office Park,
Eaton Road, Bryanston
011 029 8371

● NEWTOWN JUNCTION

141 Lilian Ngoyi Street,
Newtown,
Johannesburg
011 595 4300

● PRETORIA

291 Helen Joseph Street,
Pretoria
012 765 1700

● CENTURION

1269 Gordon Hood Avenue,
Centurion Mall Offices,
Centurion
012 745 8113

● POLOKWANE

52 Church Street,
Polokwane
015 817 2600

● CAPE TOWN

112 Long Street,
Cape Town City Centre,
Cape Town
021 831 0701

● UMHLANGA

5-9 Park Avenue and 20, 22
and 24, Centenary Boulevard,
Umhlanga
031 384 7507

● MUSGRAVE

135 Musgrave Road,
Musgrave Centre,
Durban
031 831 2200

CENTURION



PRETORIA



NEWTOWN JUNCTION



BRYANSTON

MUSGRAVE



CAPE TOWN



POLOKWANE



UMHLANGA



INDUSTRY BADGES

Included in Curriculum.



INDUSTRY BADGES

Artificial intelligence

In this course, you will learn what AI is, explore use cases and applications of AI, understand AI concepts and terms like machine learning, deep learning and neural networks. You will be exposed to various issues and concerns surrounding AI such as ethics and bias, and jobs, and get advice from experts about learning and starting a career in AI. The course does not require any programming or computer science expertise and is designed to introduce the basics of AI to anyone whether you have a technical background or not.

Data science

In this course, you will learn what data science is, the various activities of a data scientist's job, and the methodology to think and work like a data scientist. You will also develop hands-on skills using the tools, languages, and libraries used by professional data scientists.

The course includes importing and cleaning data sets, analysing and visualising data, building and evaluating machine learning models and pipelines.

Cyber security

Cyber security is everyone's business. Cyber security skills are required across every industry segment, government organisation and other institutions. IBM Security offers hands-on access to leading enterprise security solutions for the purpose of learning and developing highly sought-after cyber security skills.

Quantum computing

Over 50 years of advances in mathematics, materials science and computer science have transformed quantum computing from theory to reality. Today, real quantum computers can be accessed through the cloud, and many thousands of people have used them to learn, conduct research and tackle new problems.

Quantum computing could one day provide breakthroughs in many disciplines, including materials and drug discovery, the optimisation of complex systems, and AI. But to realise those breakthroughs and to make quantum computers widely useable and accessible, we need to reimagine information processing and the machines that do it. This course gives students exposure to quantum computing for business and science.

More than just a DEGREE.

AWS COURSES

Cloud computing foundations

This course gives you the foundational cloud computing skills that are crucial in enabling you to be on the cutting-edge of cloud technology and at the forefront of cloud innovation. As businesses embrace cloud technology, you will be able to help organisations transform at a rapid pace, especially in today's escalating digital transformation.

Data analytics

This is a foundational course. The course helps learners develop skills with AWS services that are critical for conducting an analysis of big data problems. The course consists of a series of labs that you can integrate with your existing courses on data mining, data analysis, or data science.

CIMA COURSES

Robotics Process Automation Fundamentals for Accounting and Finance Professionals Certificate

This course will focus on robotic process automation benefits and how the use of software robots can enable your business or clients to become more competitive and agile.

Robotics Process Automation Strategy for Business Leaders Certificate

In this course, you will learn how RPA is transforming businesses and understand how RPA provides a significant competitive advantage. Also, you will learn key considerations and steps needed to begin building your RPA strategy, including how to address the cultural shift needed to overcome the "fear of robots" and the critical role human intelligence plays to ensure a successful strategy.

Microsoft Power BI

Microsoft has quietly been turbocharging Excel by integrating industrial-strength business intelligence and reporting engines into it.

ADVANTAGES OF INDUSTRY BADGES FOR RICHFIELD STUDENTS

Richfield students have the opportunity to receive industry badges and micro-certifications from some of the world's leading tech organisations, including IBM, AWS, CISCO, Microsoft, Fortinet, Oracle and CIMA.

These courses also foster a mindset of independence and solutions-driven thinking, through research and the application of real-life scenarios that provide students with an in-depth understanding of the real world of IT.

These partnerships bridge the skills gap between academia and industry, as students have the opportunity to enter the job market with confidence, and highly sought-after CVs that are enhanced with industry-specific badges and certifications.



Courses from these industry-leading organisations are integrated into the Richfield curriculum, meaning students are exposed to more than an ordinary degree, which helps them tap into their creative thinking and expand on what is being taught in more innovative ways.



These courses also foster a mindset of independence and solutions-driven thinking, through research and the application of real-life scenarios that provide students with an in-depth understanding of the real world of IT.



The badges and certifications, together with a world-class Richfield qualification, ensures our students are more employable and differentiates them from every other job seeker in the market.



These partnerships bridge the skills gap between academia and industry, as students have the opportunity to enter the job market with confidence, and highly sought-after CVs that are enhanced with industry-specific badges and certifications.



The badges come at no extra cost to our students. Once students are certified, they are added onto relevant databases, benefiting from embedded job postings and connections to hiring employers.



ENTREPRENEURSHIP HUB

The Richfield Entrepreneurship Hub aims to provide young people and up-and-coming entrepreneurs with critical problem-solving skills for the business sector in order to stimulate growth in the job market.

Research has shown that entrepreneurship:

- Develops the economy
- Creates job opportunities
- Boosts productivity
- Increases new business and new markets
- Adds national income

HOW DOES IT WORK?

The curriculum is split into three sections:

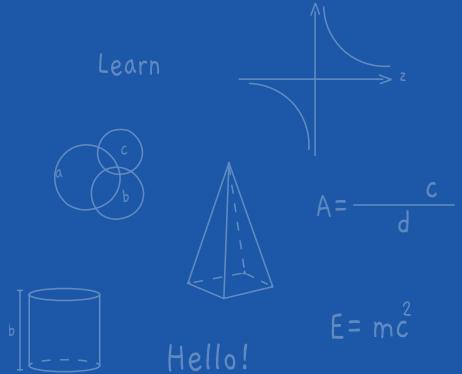
- Bootcamp: Students participate in simulation sessions to formulate business ideas with the help of mentors and coaches.
- The Pitch: Pitching the idea to big investors with the potential for investment.
- Business Teams Profiling: Expert talks from business leaders and industry experts.

HOW DO WE ENSURE SUCCESS?

- Instil the relevant combination of technology, entrepreneurship and design thinking.
- Incorporate theory and practice, innovation leadership and interactive session.
- Educate on how to take an ideation to a start-up.



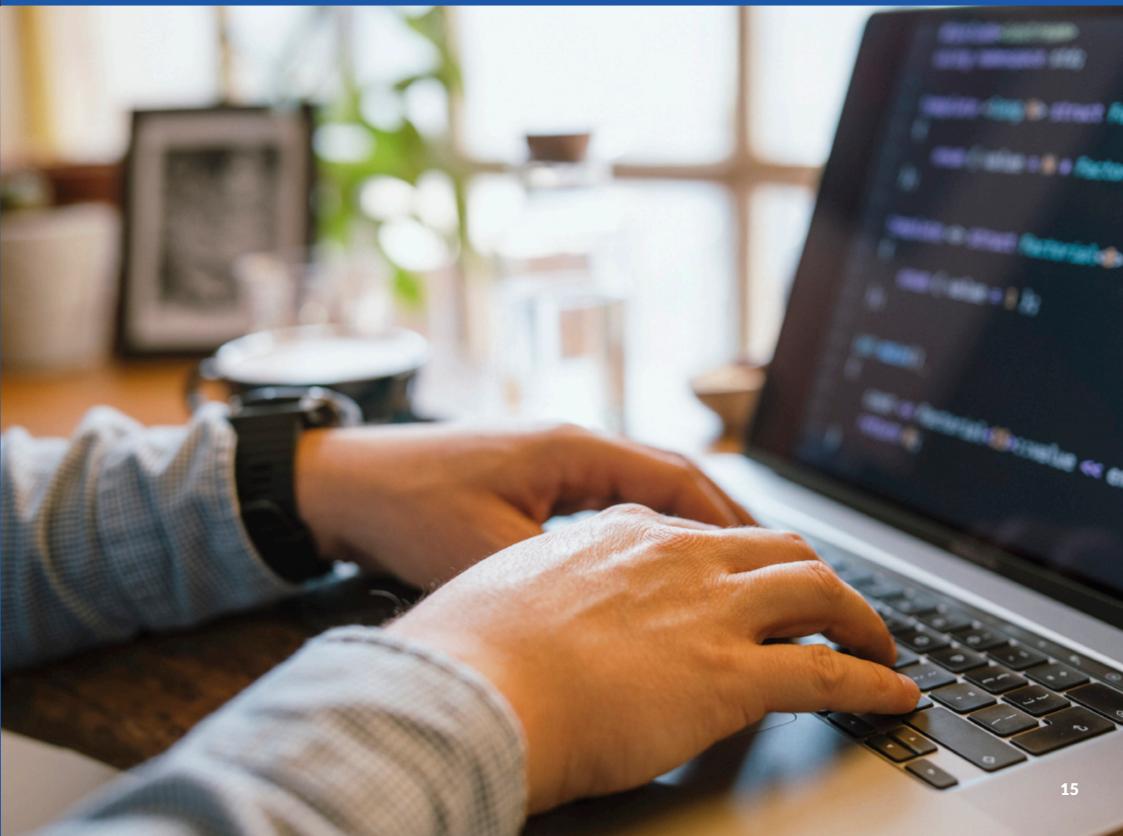
MATHS AND ENGLISH BOOTCAMP



These bootcamps are offered to students before the commencement of the academic year. They are aimed to prepare students for tertiary education. Math will no longer be stumbling block to the success of students. With these foundational skills in Math, students will be able to perform well in Accounting, Statistics, Programming, Data Science, and many other specialties in our curriculum. The English bootcamp prepares students for writing at the tertiary level and enables them to succeed in their assignments, exams, dissertations and any other academic writing throughout their studies. The courses build oral and written communication skills of all our students. The content for the courses was carefully curated and available to students online via our Learner Management System.

CODING BOOTCAMP

Our coding bootcamps provide immersive, high-intensity training to our students in programming. These bootcamps provide a launchpad where our students get the necessary momentum to propel themselves ahead in their careers. Students are able to apply their coding skills to solve real-world problems. In addition to the skills they get from their main curriculum, the coding bootcamps increase their competences, strengthens their technical skills, problem solving skills and creativity. The courses include Robotics and coding, Artificial Intelligence, Mobile App Development, Web Design, AR/VR Development, Blockchain applications, Software development, Data Analytics, among others. Once students have completed the free courses, they obtain a certificate of completion and the fee-based courses enable them to obtain a certificate of completion and credits into Richfield's IT qualifications.



ALUMNI STORIES



Mpho Dikgale
Richfield Alumna
BSC IT
Big Data Engineer

Mpho Dikgale is a driven Big Data Engineer and proud BSc in IT graduate (2021). With solid technical foundations from her university studies, she specializes in designing and implementing scalable data architectures, performing data ingestion and processing, and delivering insights through analytics. Mpho thrives in environments where large datasets and high-performance systems challenge her skills, and she combines her hands-on expertise with a passion for solving real-world problems. Committed to continuous learning, she keeps pace with evolving technologies and data trends to ensure her solutions remain efficient, robust, and impactful.



Naasera Dhorat
Richfield Alumna
Bachelor of Commerce
Finance Manager

Naasera Dhorat is a dedicated Finance Manager and proud Richfield alumna (BCom, 2019). Her academic grounding in commerce provides a strong foundation for her work, blending financial acumen with practical business insight. In her role, Naasera oversees budgeting, forecasting, financial reporting, and cost management, ensuring that her organisation remains fiscally stable and poised for growth. Her analytical mindset and attention to detail allow her to turn numbers into actionable strategy, while her collaboration skills ensure she communicates financial insights clearly to teams and stakeholders. Committed to excellence and continuous learning, Naasera brings both competence and integrity to every financial decision she makes.



Ryno Koen
Richfield Alumna
Bachelor of Commerce
Regional Manager

As a Regional Manager, Ryno Koen draws on the solid business and leadership foundation he gained at Richfield to drive growth and operational excellence across his region. His career reflects a passion for people and performance, combining strategic insight with hands-on management to deliver meaningful results.

Ryno credits his time at Richfield for shaping his professional values and giving him the confidence to lead with purpose in a dynamic business environment.



Hervé Claude Batukonke

Richfield Alumna
MBA

Director General of the DRC's Industrial Promotion Fund

Hervé Claude Batukonke is an accomplished Alumnus (MBA) and currently serves as Director General of the DRC's Industrial Promotion Fund. His advanced business education sharpened his strategic vision, leadership capabilities, and deep understanding of economic development. In his executive role, Hervé spearheads industrial policy implementation, investment facilitation, and promotion of sustainable industrialisation across the Democratic Republic of Congo. His ability to navigate complex regulatory environments, mobilize resources, and form public-private partnerships underpins his success in driving industrial growth. With a strong commitment to national development, Hervé brings vision, integrity, and fiscal acumen to his mission of strengthening the DRC's industrial ecosystem.



Akhil Ramdhari
Richfield Alumna
Bachelor of Commerce
Financial Planner

During his time at Richfield, Akhil Ramdhari pursued a Bachelor of Commerce degree, where he developed a strong foundation in business management, finance, and strategic decision-making. His studies equipped him with both analytical and interpersonal skills that now underpin his success as a Financial Planner at Sanlam.

The programme's focus on critical thinking, financial analysis, and organisational behaviour complemented Akhil's natural ability to connect with people, enabling him to merge technical financial expertise with a human-centred approach. His education at Richfield laid the groundwork for his passion for financial literacy, empowering him to guide clients toward sustainable financial growth and security.



FACULTY OF INFORMATION TECHNOLOGY (IT)



DEAR PROSPECTIVE RICHFIELD STUDENT

With over three decades as a market leader in technology-enabled learning, Richfield has always been ahead of the curve. Our agility and forward-thinking approach ensure our graduates are prepared not just for today's IT landscape, but for tomorrow's technological revolutions. Our Faculty of Information Technology comprises three specialised departments: Programming; Networks & Systems Engineering; and Cyber Security & Artificial Intelligence. We offer a comprehensive range of CHE-accredited qualifications from Higher Certificates through Honours levels.

Our cutting-edge curriculum ensures you're trained in the latest IT trends and technologies, developing the problem-solving and critical thinking skills that employers demand. But we go beyond traditional education - our qualifications incorporate industry-recognised badges and certifications from IBM, Fortinet, Microsoft, CISCO, Amazon Web Services Academy (AWS), Salesforce, and Oracle, giving you credentials that set you apart from graduates at other institutions.

We've partnered with leading global organisations including Old Mutual and Huawei to create direct employment pathways for our IT graduates. These partnerships aren't just networking opportunities - they're career launchpads that our graduates are already benefiting from.

Our unique dual-lecturer model ensures every student receives expert instruction from both a master lecturer and facilitator lecturer, regardless of your chosen study mode. Whether you prefer contact learning, distance learning, or our flexible blended approach, you'll receive consistent, quality education designed for today's dynamic working environment.

Whether your passion lies in cybersecurity, artificial intelligence, cloud development, or software engineering, our programmes position you for careers such as:

- Cyber Security Specialist
- Artificial Intelligence Specialist
- Network Systems Administrator/Architect
- IT Assurance & Forensics Specialist
- Cloud Developer or Software Engineer
- And many more emerging IT specialisations

UNDERGRADUATE QUALIFICATIONS

BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY (BSc IT)

(Contact & Distance Learning – Three Years)

(SAQA ID number 50362: NQF 7: 370 credits: three years) CHE-accredited qualification

Students will learn how to determine information needs by understanding user expectations and converting these to design elements in addressing how to automate business processes, ensuring safeguards with regard to Cyber Security, Cloud Computing, Internet of Things, Business Intelligence, Mobile Computing and Digital Applications Development.

Articulation: BSc gives access to BSc Hons

Career opportunities

- Business and Data Analyst
- Application Developer
- Information Security Analyst
- Systems Analyst and Designer
- Database Designer and Administrator
- IT Manager
- Cyber Security Compliance Consultant
- Software Engineer

Year 1: Total Credits: 130

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Information Systems 511	5	10	Information Systems 512	5	10
Programming 511	5	15	Programming 512	5	15
Web Technology 511	5	15	Web Technology 512	5	15
Networks 511	5	10	Networks 512	5	10
Mathematics 511	5	10	Mathematics 512	5	10
			Data Science 500	5	10

Year 2: Total Credits: 120

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Information Systems 621	6	10	Information Systems 622	6	10
Programming 621	6	15	Programming 622	6	15
Database Systems 600	6	10	Big Data & IOT 600	6	10
Cloud Computing 600	6	10	Machine Learning 600	6	10
Internet Programming 621*	6	15	Internet Programming 622*	6	15
Data Manipulation & Visualisation 600*	6	15	Statistics for Data Science 600*	6	15
Business Analysis 621*	6	15	Business Analysis 622*	6	15
Computer Architecture 600*	6	15	Server Technology 600*	6	15

*Choose one elective in each semester that is related to your preferred Specialisation.
Refer to pages 30 to 34 in the prospectus. Specialisations as follows:

Programming	Emerging Technologies	IT management	Network Engineering
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BSc IT continued

Year 3: Total Credits: 145					
Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Software Engineering 700	7	10	IT Project 700	7	10
Programming 731	7	15	Programming 732	7	15
Cyber Security 700	7	10	Mobile App Development 700	7	10
Artificial Intelligence 700	7	10	Work Integrated Learning 700	7	15
Human Computer Interaction 700	7	10	Operating Systems 700	7	10
Programming 741*	7	15	Programming 742*	7	15
Machine Learning 700*	7	15	Autonomous Systems & Robotics 700*	7	15
IT Strategic Management 731*	7	15	IT Strategic Management 732*	7	15
Networks 731*	7	15	Networks 732*	7	15

*Choose one elective in each semester that is related to your preferred Specialisation.
Refer to pages 30 to 34 in the prospectus. Specialisations as follows:

Programming	Emerging Technologies	IT management	Network Engineering
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Admission requirements

- A National Senior Certificate or equivalent with an endorsement for admission to a degree, with a pass in maths, maths literacy and one science subject; or
- Students who have passed RGIT HCIT/HCSE or an equivalent level 5 in the field of IT. A-level students pass in two subjects; or
- O-level students who have passed 12th class, or an equivalent A-level examination, or senior secondary school certificate, or a technical diploma after secondary school certificate with English and maths in terms of the secondary education system; or
- Mature Age Exemption for students above the age of 23 as set out in the Higher Education Regulations; or
- Recognition of Prior Learning (RPL).



Scan for more info.

DIPLOMA IN INFORMATION TECHNOLOGY (DIT)

(Contact & Distance Learning – Three Years)

(SAQA ID number 88322: NQF 6: 360 credits: three years) CHE-accredited qualification

The purpose of the Diploma in Information Technology is to provide students with a wide spectrum of study covering the breadth of IT.

Articulation: Diploma in Information Technology gives access to BSc

Career opportunities

- IT Manager
- Application Programmer
- Business Analyst
- Python Developer
- Database and Systems Administrator
- Network Engineer
- Network Administrator

Year 1: Total Credits: 120

Semester 1	NQF level	Credits	Semester: 2	NQF level	Credits
Software Development 500	5	10	Business Communication 500	5	10
Information Systems 511	5	10	Information Systems 512	5	10
Programming 511	5	15	Programming 512	5	15
Web Technology 511	5	15	Web Technology 512	5	15
Networks 511	5	10	Networks 512	5	10

Year 2: Total Credits: 120

M-Commerce 621	5	10	M-Commerce 622	5	10
Information Systems 621	6	10	Information Systems 622	6	10
Programming 621	6	15	Programming 622	6	15
Database Systems 621	5	10	Database Systems 622	5	10
Internet Programming 621*	6	15	Internet Programming 622*	6	15
Networks 621*	6	15	Networks 622*	6	15
Business Management 621*	6	15	Business Management 622*	6	15

*Choose one elective in each semester that is related to your preferred Specialisation.

Refer to pages 30 to 34 in the prospectus. Specialisations as follows:

Programming	Network Engineering	Business Analysis
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DIT continued

Year 3: Total Credits: 125

Quantitative Techniques 600	6	15	Operating Systems 600	6	10
IT Project Management 600	6	15	IT Project 600	6	10
Software Engineering 600	6	10	Management Information Systems 600	6	10
Human Computer Interaction 600	6	10	Work Integrated Learning 600	6	15
Programming 631*	6	15	Programming 632*	6	15
Networks 631*	6	15	Networks 632*	6	15
Business Analysis 631*	6	15	Business Analysis 632*	6	15

*Choose one elective in each semester that is related to your preferred Specialisation.

Refer to pages 30 to 34 in the prospectus. Specialisations as follows:

Programming	Network Engineering	Business Analysis
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Admission requirements

- A National Senior Certificate with an endorsement for admission to a diploma and/or degree; or
- A National Certificate Vocational (NCV) at NQF Level 4 with appropriate subject combination and levels of achievements; or
- Mature Age Exemption for students above the age of 23 as set out in the Higher Education Regulations; or
- Recognition of Prior Learning (RPL).



Scan for more info.

HIGHER CERTIFICATE IN INFORMATION TECHNOLOGY

(Contact & Distance Learning – One Year)

(SAQA ID number 82926: NQF 5: 120 credits: one year) CHE-accredited qualification

This qualification provides students with a foundational knowledge base in the IT field and the ability to apply their knowledge and skills in System Development or the Technical Support field. It also equips students to undertake more specialised learning in ensuing years.

Articulation: Higher Certificate in Information Technology gives access to DIT and BSc.

Career opportunities

- IT Technical Support
- Junior Web Developer
- Systems Developer

Year 1: Total Credits: 120					
Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Introduction to Computers 500	5	10	Introduction to Information Technology 500	5	10
System Software 500	5	10	e-Commerce 512	5	10
e-Commerce 511	5	10	Business Communication 500	5	10
Introduction to Web Tech 500	5	15	Work Integrated Learning 500	5	15
Introduction to Programming 500	5	15	IT Help Desk 500	5	15

Admission requirements

- A National Senior Certificate with an endorsement for admission to a higher certificate and/or diploma and/or degree; or
- A National Certificate Vocational (NCV) at NQF Level 4 within an associated field and levels of achievements; or
- Mature Age Exemption for students above the age of 23 as set out in the Higher Education Regulations; or
- Recognition of Prior Learning (RPL).



Scan for more info.

HIGHER CERTIFICATE IN COMPUTER FORENSICS

(Contact & Distance Learning – One Year)

(SAQA ID number 111617: NQF 5: 120 credits: one year) CHE-accredited qualification

This qualification provides students with the technical skills and reflective competencies to deal with the broad-based cybercrime related to optimising the competitive positions of an organisation. The focus of the programme is to improve the practice of information security with a special focus on computer forensics.

It also equips students to undertake more specialised learning in critical technical skills, integrate specific case situations and apply various computer forensic techniques in the investigation of cybercrime.

Articulation: Higher Certificate in Computer Forensics gives access to DIT and BSc.

Career opportunities

- Computer Forensics Investigator
- Cybercrime Prevention Analyst

Year 1: Total Credits: 125					
Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Forensic Computing Foundations 500	5	15	Digital Crime and Investigation 500	5	15
Forensic Science 500	5	15	Network Forensics 500	5	15
Forensic Exploitation and Intelligence 500	5	15	Advanced Forensic Computing 500	5	15
Internet Forensics 500	5	15	Work Integrated Learning	5	15

Admission requirements

- A National Senior Certificate with an endorsement for admission to a higher certificate and/or diploma and/or degree; or
- A National Certificate Vocational (NCV) at NQF Level 4 within an associated field and levels of achievements; or
- Mature Age Exemption for students above the age of 23 as set out in the Higher Education Regulations; or
- Recognition of Prior Learning (RPL).



Scan for more info.

INFORMATION TECHNOLOGY ELECTIVES



EMERGING TECHNOLOGIES

Students specialising in Emerging Technologies will cover concepts related to the application of emerging and disruptive technologies in the areas such as Cloud Computing, Big Data, Internet of Things, Machine Learning, Data Science, Robotics and Artificial Intelligence. This specialisation will enable students to take exciting career paths as data analysts, machine learning engineers, system developers, cloud developers, systems engineers, robotic systems engineers etc.

Which careers would students be exposed to when selecting this major?

- Machine Learning Engineer
- Cyber Security Specialist
- Robotics Engineer
- Artificial Intelligence Specialist
- Data Scientist
- Cloud Developer

What skills would a student have upon completing their studies?

- Artificial Intelligence applications
- Machine Learning model designs & implementation
- Deep Learning applications development
- Robotics coding & testing skills
- Data Science & Analytics skills
- Cyber security applications development
- Cloud computing platforms designs



IT MANAGEMENT

IT Management equips students with the capacity to lead, govern and manage various IT teams' activities in any organisation. After completion, the student is involved in strategic planning of IT Systems, design and implementation of Information Systems, monitoring and auditing of IT Systems as well as risk management and application of tools, techniques and technologies of IT Project Management.

Which careers would students be exposed to when selecting this major?

- IT Business Analysts
- IT Risk Manager
- IT Operations Manager
- IT Project/ Manager Supervisor
- IT Auditor

What skills would a student have upon completing their studies?

- Problem-solving and change management
- Business acumen
- Understanding customer requirements
- Project Management
- Planning

ELECTIVES	
Second Year	Third Year
First Semester	Second Semester
Business Analysis 621	Business Analysis 622
IT Strategic Management 731	IT Strategic Management 732

*APPLIES TO BSC IT ONLY.

ELECTIVES	
Second Year	Third Year
First Semester	Second Semester
Data Manipulation & Visualisation 600	Statistics for Data Science 600
Machine Learning 700	Autonomous Systems & Robotics 700

*APPLIES TO BSC IT ONLY.



PROGRAMMING

Programming is the art and science of developing systems or applications as per users' requirements. Students will learn how to develop quality desktop, web and mobile applications using programming languages such as VB.Net, C++, C#, Java, HTML, CSS, JavaScript, PHP, Python etc. and database management software such as MySQL. Students apply the knowledge gained in their IT Projects where they build software products based on the requirements of any company of their choice.

Which careers would students be exposed to when selecting this major?

- Web Developer
- Computer Programmer
- Front & Back End Developer
- Software Application Developer
- Games Developer
- Python developer

What skills would a student have upon completing their studies?

- Software Quality Testing
- Game Development
- Mobile Application Development
- Responsive Design
- Debugging Skills
- Programming skills

ELECTIVES	
Second Year	Third Year
First Semester	Second Semester
Internet Programming 621	Internet Programming 622
Programming 741	Programming 742

*APPLIES TO BSC ONLY.

ELECTIVES	
Second Year	Third Year
First Semester	Second Semester
Internet Programming 621	Internet Programming 622
Programming 631	Programming 632

*APPLIES TO DIT ONLY.



NETWORK ENGINEERING

In the Network Engineering specialisation, students are exposed to the hardware and networking areas in the IT field. The student will learn how to set up and secure all types of networks, and also understand network troubleshooting. Furthermore, students are exposed to the architecture of a computer system including server operation and configuration.

Which careers would students be exposed to when selecting this major?

- Network Engineer
- System Administrator
- IT Support
- Server Administrator
- IT Technician

What skills would a student have upon completing their studies?

- Skills Network Configuration
- Network Administration & Management
- IT Support
- Server Administration
- In-depth skills in Network Security & Policy

ELECTIVES

Second Year	Third Year
First Semester	Second Semester
Computer Architecture 600	Server Technology 600
Networks 731	Networks 732

*APPLIES TO BSC ONLY.

ELECTIVES	
Second Year	Third Year
First Semester	Second Semester
Networks 621	Networks 622
Networks 631	Networks 632

*APPLIES TO DIT ONLY.



BUSINESS ANALYSIS

The Business Analysis specialisation equips students with an understanding of the evolving needs of a business and the available technological solutions to improve its processes and systems. On completion of the programme, students will gain business , leadership and transformation skills. The specialisation will allow student to learn and understand the business analysis role and how organisations implement the business analysis process efficiently by saving business costs and time.

Which careers would students be exposed to when selecting this major?

- Business Analyst
- Systems Analyst
- Business Advisor
- Business Specialist
- Risk Analyst

What skills would a student have upon completing their studies?

- Business skills
- Leadership skills
- Transformation skills
- Analytical and Critical thinking Skills
- Decision making skills
- Communication and Interpersonal skills

ELECTIVES

Second Year	Third Year
First Semester	Second Semester
Business Management 621	Business Management 622
Business Analysis 631	Business Analysis 632

*APPLIES TO BIT ONLY.

POSTGRADUATE QUALIFICATIONS

BACHELOR OF SCIENCE HONOURS IN INFORMATION TECHNOLOGY

(Distance Learning Only – One Year)

(SAQA ID number: 110089; NQF 8: 120 credits: one year) CHE-accredited qualification

Today's IT industry is never short of opportunities for digital-savvy experts within the field of IT.

Our BSc Honours in IT qualification enhances the mindset of BSc in IT graduates through a practical and theoretical curriculum that puts real-world applications into practice, equipping you with an extended IT knowledge on a managerial level, allowing you to be competent to deal with broad IT-related issues, thereby making you a considerable candidate for roles in software engineering, business analysis, application development and data analysis – to name a few.

Articulation: BSc Hons gives access to MBA.

Career opportunities

- Senior Software Engineer
- Senior Business Analysis
- Application Development Manager
- Senior Data Analysis

Year: 1 Total Credits: 120

Semester: 1	NQF level	Credits	Semester :2	NQF level	Credits
Information and Cyber Security 800	8	15	Metaverse 800	8	15
Research Methodology 800	8	15	Big Data Analytics 800	8	15
Information Technology Strategy and Governance 800	8	15	IT Entrepreneurship & Innovation 800	8	15
Advanced Software Engineering 800	8	15	IT Law & Ethics 800	8	15
			Research Project 800	8	30

IT Entrepreneurship and Innovation IT Law and Ethics

Admission requirements

- Bachelor of Science in Information Technology or Information Systems, Computer Science, Informatics, Internet Communication; or
- Equivalent NQF 7 qualificatio; or
- Recognition of Prior Learning (RPL).



Scan for more info.

FACULTY OF BUSINESS AND MANAGEMENT SCIENCES (BMS)



DEAR PROSPECTIVE RICHFIELD STUDENT

For over 35 years, Richfield has been a higher education leader in business and information technology, uniquely positioned to prepare students for today's dynamic professional landscape. Our Faculty of Business and Management Sciences combines business fundamentals with cutting-edge digital capabilities, ensuring our graduates are ready to lead in an evolving marketplace.

Our approach goes beyond traditional business education. We focus on developing leaders who are not only prepared for a digital business world, but also who can make a positive impact in their communities and organisations. Our extensive alumni network, representing diverse backgrounds and industries, demonstrates our commitment to producing graduates who don't just succeed professionally - they make a meaningful difference.

Our programmes feature innovative technologies and teaching methods combined with experiential learning opportunities that put theory into practice. You'll participate in interactive group workshops and seminars while gaining valuable insights from industry experts and distinguished guest speakers who bring real-world perspectives directly to your studies.

Our digitally enriched offerings provide a clear progression from Higher Certificates through to our flagship Master of Business Administration (MBA) degree. Our BCom degree is endorsed by the South African Institute of Chartered Accountants (SAICA), paving the way for students to pursue careers as qualified Associate General Accountants or begin the pathway to becoming Chartered Accountants (CAs). Whether you're starting your business education journey or advancing your career, we offer higher certificates and diplomas; undergraduate degrees; postgraduates diplomas and the MBA degree.

UNDERGRADUATE QUALIFICATIONS

BACHELOR OF COMMERCE (BCom)

(Contact & Distance Learning – Three Years)

(SAQA ID number 84948: NQF 7: 360 credits: three years) CHE-accredited qualification

The qualification prepares students for the increasingly challenging and complex demands they are likely to be exposed to in the professional, business and commercial environments.

Successful graduates can confidently thrive in the dynamic commercial landscape, knowing they possess the essential theoretical knowledge and foundational skills, complemented by robust problem-solving abilities, critical thinking aptitude, effective decision-making capabilities, proficient IT expertise, and strategic acumen. A key programme objective is to equip students with perceptual and analytical skills necessary in decision making, policy evaluation and an understanding of the social, economic and regulatory business environment.

Articulation: BCom gives access to BCom Honours.

Career opportunities

- Accountant
- General Management
- Entrepreneurship
- Marketing Management
- Human Resource Management
- Financial Management

Admission requirements

- A National Senior Certificate (NSC) with an endorsement to a degree coupled with appropriate combinations of recognised subjects and levels of achievement; or
- The National Certificate Vocational (NCV) at NQF Level 4 with appropriate combinations of recognised subjects and levels of achievement; or
- Further Education and Training (FET) NQF Level 4; or
- Mature Age Exemption for people above the age of 23 years as set out in the Higher Education Regulations; or
- Recognition of Prior Learning (RPL)

BCom Module Outline

Year 1: Total Credits: 120

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Business Ethics 500	5	10	Entrepreneurship 500	5	10
Economics 511	5	10	Economics 512	5	10
Accounting 511	5	10	Accounting 512	5	10
Statistics 511	5	10	Statistics 512	5	10
Information Systems 511	5	10	Information Systems 512	5	10
Human Resource Management 511*	5	10	Human Resource Management 512*	5	10
Marketing Management 511*	5	10	Marketing Management 512*	5	10

Year 2: Total Credits: 120

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Economics 621	6	10	Economics 622	6	10
Stakeholder Relations 621	6	10	Stakeholder Relations 622	6	10
Commercial Law 621	6	10	Commercial Law 622	6	10
Accounting 621*	6	15	Accounting 622*	6	15
Marketing Management 621*	6	15	Marketing Management 622*	6	15
Human Resource Management 621*	6	15	Human Resource Management 622*	6	15

Year 3: Total Credits: 135

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Strategic Management 731	7	10	Strategic Management 732	7	10
Market Research 700	7	10	Training & Development 700	7	10
Entrepreneurship & Small Business Management 700	7	10	Total Quality Management 700	7	10
Contemporary Issues in Industrial Relations 700	7	10	Work Integrated Learning 700	7	15
Accounting 731*	7	15	Accounting 732*	7	15
Marketing Management 731*	7	15	Marketing Management 732*	7	15
Human Resource Management 731*	7	15	Human Resource Management 732*	7	15

Shaded areas in the above tables represent elective modules



Scan for more info.

STACKING FOR SAICA* PATHWAYS FOR BCOM GRADUATES

THE NON-ACCREDITED RICHFIELD BRIDGING PROGRAMME: 1 YEAR

Richfield offers the 1- year non-accredited bridging programme in pursuance of a SAICA qualification.

- Who may apply?

The programme is open to: Richfield current BCom students; Richfield BCom alumni; and Accredited BCom degree with accounting major, a BTech in accounting or equivalent

Why the bridging programme?

The bridging programme will provide students the notional hours and curriculum that meets the requisite learning outcomes to apply for a Postgraduate Diploma in Accounting (NQF level 8) upon completion.

On successful completion of a NQF level 8 qualification, such a student will have a pathway to pursue the AGA (SA) or CA(SA) route in future.

The Richfield bridging programme will consist of the following four modules offered over 2 semesters:

Semester: 1	Semester: 2
Auditing and assurance 711	Auditing and assurance 712
Accounting 711	Accounting 712
Financial management and managerial accounting 711	Financial management and managerial accounting 712
Taxation 711	Taxation 712



BCom FOR FUTURE SAICA PATHWAYS*

(Contact & Distance Learning – Three Years)

(SAQA ID number 84948: NQF 7: PGDA Route 475 / AGA Route 375 credits: three years)

This qualification prepares you to become a well-rounded professional accountant. You will gain the strategic and implementation techniques and skills required to contribute towards financial excellence within an organisation. Students who register for the CHE accredited Richfield BCom will have options to pursue one of two routes upon graduation:

Route 1

Students who commence the B Com in 2024 with intention of pursuing SAICA AGA pathway upon successful completion of the undergraduate degree, will be able to enter an AGA Training contract with an approved training organisation for the required work experience to qualify as an AGA (SA). These students may also choose to follow route 2.

SAICA does not require all students who wish to pursue AGA (SA), to do all three; Taxation 731 and 732, Financial Management and Managerial Accounting 731 and 732 and Auditing & Assurance 731 and 732 modules in their third year. These students must register for Accounting 731 and 732 (compulsory) and at least one of the other three as a specialism; Taxation 731 and 732 and Financial Management & Managerial Accounting 731 and 732 and Auditing and Assurance 731 and 732 modules in the third year. They will meet the requirements for the AGA. Furthermore, such a student will also be required to take these elective modules in the third year, to ensure that total minimum credits for the BCom is 375.

Year 1*

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Human Resource Management 511*	5	10	Human Resource Management 512*	5	10
Marketing Management 511*	5	10	Marketing Management 512*	5	10

Should a student wish to later pursue the PGDA, they will be required to do the bridging programme.

Route 2

Students who commence the BCom in 2024 with the intention of pursuing a SAICA approved PGDA qualification upon successful completion of the undergraduate degree with requisite third year modules, will be able to register immediately for an accredited PGDA programme. Admission requirements and placement for the PGDA will be determined by the institution to which a student applies.

On successful completion of a PGDA, these students may progress to the CA (SA) qualification. To do so the student is required to take all four modules; Accounting 731 and 732, Taxation 731 and 732, Auditing & Assurance and Financial Management and Managerial Accounting 731 and 732 in the third year of the BCom SAICA pathways qualification.

*Approval process in progress

Career opportunities

- Technical advice on tax
- Accounting
- Auditing
- Financial services
- Legal advisor
- Entrepreneurship
- Drafting of legislation and standards

Admission requirements

- A National Senior Certificate (NSC) with an endorsement to a degree coupled with appropriate combinations of recognised subjects and levels of achievement; or
- The National Certificate Vocational (NCV) at NQF Level 4 with appropriate combinations of recognised subjects and levels of achievement; or
- Further Education and Training (FET) NQF Level 4; or
- Mature Age Exemption for people above the age of 23 years as set out in the Higher Education Regulations; or
- Recognition of Prior Learning (RPL)

BCom for future SAICA pathways

Year 1: Total Credits: 130

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Business Ethics 500	5	10	Entrepreneurship 500	5	10
Economics 511	5	10	Economics 512	5	10
Accounting 511	5	15	Accounting 512	5	15
Statistics 511	5	15	Statistics 512	5	15
Information Systems 511	5	15	Information Systems 512	5	15

Year 2: Total Credits: 130

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Economics 621	6	15	Economics 622	6	15
Stakeholder Relations 621	6	10	Stakeholder Relations 622	6	10
Commercial Law 621	6	10	Commercial Law 622	6	10
Accounting 621	6	15	Accounting 622	6	15
Financial Management & Managerial Accounting 621	6	15	Financial Management & Managerial Accounting 622	6	15

Year 3: Total Credits: 145 / 85 (145 = PGDA Route 2) (85 = AGA Route 1)

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Accounting 731	7	15	Accounting 732	7	15
Entrepreneurship & Small Business Management 700	7	10	Work Integrated Learning 700	7	15
Auditing and Assurance 731*	7	15	Auditing and Assurance 732*	7	15
Taxation 731*	7	15	Taxation 732*	7	15
Financial Management & Managerial Accounting 731*	7	15	Financial Management & Managerial Accounting 732*	7	15

Total credits: 40 AGA (1 of 3) Total credits: 70 PGDA (3 of 3) Total credits: 40 AGA (1 of 3) Total credits: 70 PGDA (3 of 3)

Total credits will vary depending on whether you choose exit route 1 or route 2:

**SAICA future pathways:

$$\begin{aligned} \text{PGDA } 130 + 130 + 145 &= 405 \\ \text{AGA } 130 + 130 + 85 + 60 &= 375 \text{ (includes 2 electives)} \end{aligned}$$

**SAICA approval process is in progress



Scan for more info.

BACHELOR OF BUSINESS ADMINISTRATION (BBA)

(Contact & Distance Learning – Three Years)

(SAQA ID number 88921: NQF 7: 360 credits: three years) CHE-accredited qualification

The Bachelor of Business Administration promotes the development of knowledge and skills that are required in all sub-sectors of business management, thus providing opportunities for students to move between the different sectors of the economy.

The programme produces knowledgeable, intellectually skilled individuals who can contribute to improved productivity and efficiency within organisations in the public and private sectors.

Year 1: Total Credits: 120

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Business Communication 511	5	10	Business Communication 512	5	10
Business Management 511	5	10	Business Management 512	5	10
Economics 511	5	10	Economics 512	5	10
Information Systems 511	5	10	Information Systems 512	5	10
Accounting 511	5	10	Accounting 512	5	10
Human Resource Management 511	5	10	Human Resource Management 512	5	10
Marketing Management 511	5	10	Marketing Management 512	5	10
Supply Chain Management 511	5	10	Supply Chain Management 512	5	10

Year 2: Total Credits: 120

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Business Management 621	6	10	Business Management 622	6	10
Business Statistics 621	6	10	Business Statistics 622	6	10
Industrial Psychology 621	6	10	Industrial Psychology 622	6	10
Commercial Law 621	6	10	Commercial Law 622	6	10
Business Ethics 621	6	10	Business Ethics 622	6	10
Accounting 621	6	10	Accounting 622	6	10
Human Resource Management 621	6	10	Human Resource Management 622	6	10
Marketing Management 621	6	10	Marketing Management 622	6	10
Supply Chain Management 621	6	10	Supply Chain Management 622	6	10

Shaded areas in the above table represent elective modules

BBA continued

Year 3: Total Credits: 130

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Entrepreneurship and SBM 731	7	10	Entrepreneurship and SBM 732	7	10
Project Management 731	7	10	Project Management 732	7	10
Strategic Management 731	7	10	Strategic Management 732	7	10
Total Quality Management 731	7	10	Total Quality Management 732	7	10
Research Methodology 700	7	10	Work Integrated Learning 700	7	10
Human Resource Management 731	7	15	Human Resource Management 732	7	15
Marketing Management 731	7	15	Marketing Management 732	7	15
Accounting 731	7	15	Accounting 732	7	15
Supply Chain Management 731	7	15	Supply Chain Management 732	7	15

Shaded areas in the above tables represent elective modules

Note: These modules will only be offered if a feasible number of registrations are received.

Career opportunities

- Account Manager
- Executive Assistant
- Accountant
- Human Resource Manager
- Business Development Officer
- Sales Representative
- Entrepreneur

Admission requirements

- A National Senior Certificate (NSC) with an endorsement to a degree; or
- A National Senior Certificate (NSC) with a pass in Higher Certificate with appropriate combinations of recognised subjects and levels of achievement; or
- The National Certificate Vocational (NCV) at NQF Level 4 with appropriate combinations of recognised subjects and levels of achievement; or
- Mature Age Exemption for people above the age of 23 years as set out in the Higher Education Regulations.
- Recognition of Prior Learning (RPL).



Scan for more info.

BACHELOR OF PUBLIC MANAGEMENT (BPM)

(Distance Learning Only - Three years)

(SAQA ID number 94580: NQF 7: 360 credits: three years) CHE-accredited qualification

The main purpose of the Bachelor of Public Management is to provide students with broad background knowledge and skills to secure appropriate employment opportunities in the public sector and to engage in self-employment opportunities as consultants and entrepreneurs.

Admission requirements

- A National Senior Certificate (NSC) with an endorsement for admission to a Higher Certificate; or
- The National Certificate Vocational (NCV) at NQF Level 4 with appropriate combinations of recognised subjects and levels of achievement; or
- Further Education and Training (FET) NQF Level 4; or
- Mature age exemption for people above the age of 23 years as set out in the Higher Education Regulations; or
- Recognition of Prior Learning (RPL).

Career opportunities

- National Government
- Provincial Government
- Local Government
- Public Finance
- Public Sector Economics
- Public Sector Human Resource Management

Year 1: Total Credits: 120

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Public Management 511	5	15	Public Management 512	5	15
Introduction to Economics 511	5	15	Public Sector Economics 512	5	15
Communication 500	5	15	Fundamentals of Research 500	5	15
Information Systems 511	5	15	Information Systems 512	5	15

Year 2: Total Credits: 120

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Public Management 621	6	15	Public Management 622	6	15
Local Government Management 621	6	15	Local Government Management 622	6	15
Introduction to Politics 600	6	15	Public Law 600	6	15
Public Sector HRM 600	6	15	Project Management 600	6	15

Year 3: Total Credits: 120

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Public Management 731	7	15	Public Management 732	7	15
Local Government Management 731	7	15	Local Government Management 732	7	15
Ethics in Public Sector 700	7	15	Research Project 700	7	15
Public Sector Finance 700	7	15	Work Integrated Learning 700	7	15

DIPLOMA IN BUSINESS ADMINISTRATION (DBA)

(Contact & Distance Learning – Three Years)

(SAQA ID number 88897: NQF 6: 360 credits: three years) CHE-accredited qualification

The Diploma in Business Administration is a vocational and industry-oriented qualification. The knowledge emphasises general principles, application and technology in the commercial field.

It also equips students to undertake other more specialised and intensive learning. The programme is intended to provide students with access to the labour market. It will provide students with the necessary skills to contribute to economic growth. Progression to higher levels of Business Administration and Management is possible.

Articulation: DBA gives access BBA and BCom

Career opportunities

- Public Relations Co-ordinator
- Sales Consultant
- Accounting Assistant
- Payroll Administrator
- Supply Chain Manager
- Business Manager

Admission requirements

- A National Senior Certificate (NSC) with an endorsement for admission to a diploma; or
- The National Certificate Vocational (NCV) at NQF Level 4 with appropriate combinations of recognised subjects and levels of achievement; or
- Further Education and Training (FET) NQF Level 4; or
- Mature Age Exemption for people above the age of 23 years as set out in the Higher Education Regulations
- Recognition of Prior Learning (RPL).

Year 1: Total Credits: 120

Semester 1	NQF level	Credits	Semester 2	NQF level	Credits
Business Communication 511	5	10	Business Communication 512	5	10
Business Management 511	5	10	Business Management 512	5	10
Information Systems 511	5	10	Information Systems 512	5	10
Accounting 511	5	10	Accounting 512	5	10
Training and Development 511	5	10	Training and Development 512	5	10
Economics 511	5	10	Economics 512	5	10
Human Resource Management 511	5	10	Human Resource Management 512	5	10
Supply Chain Management 511	5	10	Supply Chain Management 512	5	10
Public Management 511	5	10	Public Management 512	5	10

Shaded areas in the above tables represent elective modules



Scan for more info.

DBA continued

Year 2: Total Credits: 120					
Semester 1	NQF level	Credits	Semester 2	NQF level	Credits
Business Management 621	6	10	Business Management 622	6	10
Business Statistics 621	6	10	Business Statistics 622	6	10
Commercial Law 621	6	10	Commercial Law 622	6	10
Marketing Management 621	6	10	Marketing Management 622	6	10
Total Quality Management 621	6	10	Total Quality Management 622	6	10
Economics 621	6	10	Economics 622	6	10
Public Management 621	6	10	Public Management 622	6	10
Human Resource Management 621	6	10	Human Resource Management 622	6	10
Supply Chain Management 621	6	10	Supply Chain Management 622	6	10

Year 3: Total Credits: 130					
Semester 1	NQF level	Credits	Semester 2	NQF level	Credits
Strategic Management 631	6	15	Strategic Management 632	6	15
Entrepreneurship and Small Business Management 631	6	10	Entrepreneurship and Small Business Management 632	6	10
Industrial Psychology 631	6	10	Industrial Psychology 632	6	10
Project Management 631	6	10	Project Management 632	6	10
			Work Integrated Learning 600	6	10
Economics 631	6	15	Economics 632	6	15
Public Management 631	6	15	Public Management 632	6	15
Human Resource Management 631	6	15	Human Resource Management 632	6	15
Supply Chain Management 631	6	15	Supply Chain Management 632	6	15

Shaded areas in the above tables represent elective modules



Scan for more info.

DIPLOMA IN LOCAL GOVERNMENT MANAGEMENT (DLGM)

(Distance Learning Only – Three Years)

(SAQA ID number 99717: NQF 6: 360 credits: three years) CHE-accredited qualification

The Diploma in Local Government Management has been designed to meet the workplace needs particularly in the fields of, but not limited to, Local Government Management, Integrated Development Planning, Service Delivery, the Legislative and Policy Process, Local Government Finance, Performance Management and HRM. This qualification has been developed for the South African context of public management while drawing on themes from international qualifications

The main purpose of the programme is to, inter alia.

- Create a new calibre of local government cadres who promote developmental local government; and
- Promote equity by providing affordable access to public management education to learners previously denied such opportunities.

Articulation: Diploma in Local Government Management (DLGM) gives access to BPM.

Year 1: Total Credits: 120

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Local Government Management 511	5	15	Local Government Management 512	5	15
Integrated Development Planning 500	5	15	Municipal Financial Management 500	5	15
Information Systems 511	5	15	Information Systems 512	5	15
Public Management 511	5	15	Public Management 512	5	15

Year 2: Total Credits: 120

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Local Government Management 621	6	15	Local Government Management 622	6	15
Local Government HRM 621	6	15	Local Government Procurement 600	6	15
Local Government Policy Process 600	6	15	Local Government HRM 622	6	15
Local Government Ethics and Professionalism 600	6	15	Local Economic Development 600	6	15

Year 3: Total Credits: 130

Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Local Government Management 631	6	15	Local Government Management 632	6	15
Fundamentals of Research 600	6	15	Local Government Service Delivery Mandates 600	6	15
Local Government Project Management 600	6	15	Research Project 600	6	15
Disaster Management 600	6	15	Work Integrated Learning 600	6	15

Career opportunities

- Public Administrator
- Municipal Councillor
- Compliance Officer
- Strategic Urban Planner
- Local Government Consultant
- Assistant Director



Scan for more info.

Admission requirements

- The minimum entry requirement is the National Senior Certificate or the National Certificate Vocational with appropriate subject combinations and level of achievement; or
- Mature Age Exemption for students above the age of 23 years as set out in the Higher Education Regulations; or
- Recognition of Prior Learning (RPL).

HIGHER CERTIFICATE IN BUSINESS ADMINISTRATION (HCBA)

(Contact & Distance Learning – One Year)

(SAQA ID number: 90864: NQF 5: 120 credits: one year) CHE-accredited qualification

The Higher Certificate in Business Administration is intended for students who want basic administration and managerial knowledge. It will expose students to the competencies, knowledge and skills needed to function more effectively in a variety of administrative and managerial roles through service organisations.

This qualification is primarily vocational and industry-oriented with Work Integrated Learning being a key component. The qualification provides students with the basic introductory knowledge, cognitive and conceptual tools to further their higher education studies in their chosen field of study. Students may also seek admission to degree or diploma programmes using this qualification as an entry requirement.

Articulation: HCBA gives access to BCom, BBA, BPA

Year 1: Total Credits: 125					
Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Office Administration 511	5	10	Office Administration 512	5	10
Economic Environment 500	5	15	Introduction to Commercial Law 500	5	10
General Management 511	5	15	General Management 512	5	15
Information Systems 511	5	10	Information Systems 512	5	10
Fundamentals of Accounting 511	5	10	Fundamentals of Accounting 512	5	10
Work Integrated Learning 500				5	10

Admission requirements

- A National Senior Certificate (NSC) with an endorsement for admission to a diploma; or
- The National Certificate Vocational (NCV) at NQF Level 4 with appropriate combinations of recognised subjects and levels of achievement; or
- Further Education and Training (FET) NQF Level 4; or
- Mature Age Exemption for people above the age of 23 years as set out in the Higher Education Regulations; or
- Recognition of Prior Learning (RPL).



Scan for more info.

HIGHER CERTIFICATE IN OFFICE ADMINISTRATION (HCOA)

(Contact Learning Only – One Year)

(SAQA ID number 88901: NQF 5: 120 credits: one year) CHE-accredited qualification

The Higher Certificate in Office Administration aims to provide students with the knowledge and practical skills required to perform effectively as an office administrator. Office administration is the core and the engine room for effective management and operational support.

This qualification thus enables students to become skilled office administrators who can contribute and complement management activities. On successful completion of the programme, graduates will be able to pursue an administrative position at an entry-level in all sectors of industry. Students qualified in this field of study will be able to provide competent and effective management support in the form of administrative services.

Year 1: Total Credits: 120					
Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Office Administration 511	5	10	Office Administration 512	5	10
Office Communication 511	5	10	Office Communication 512	5	10
Fundamentals of Accounting 511	5	10	Fundamentals of Accounting 512	5	10
Introduction to Commercial Law 500	5	10	Human Relations 500	5	10
Information Systems 511	5	10	Information Systems 512	5	10
Marketing Management 500	5	10	Work Integrated Learning 500	5	10

Admission requirements

- A National Senior Certificate (NSC) with an endorsement for admission to a Higher Certificate; or
- The National Certificate Vocational (NCV) at NQF Level 4 with appropriate combinations of recognised subjects and levels of achievement; or
- Further Education and Training (FET) NQF Level 4; or
- Mature age exemption for people above the age of 23 years as set out in the Higher Education Regulations; or
- Recognition of Prior Learning (RPL).



Scan for more info.

HIGHER CERTIFICATE IN LOCAL GOVERNMENT MANAGEMENT

(HCLGM) (Distance Learning Only – One Year)

(SAQA ID number 94600: NQF 5: 120 credits: one year) CHE-accredited qualification (Distance Learning)

The Higher Certificate in Local Government Management is an entry level higher education qualification. The main purpose of the HCLGM is to provide students with broad background knowledge to be able to secure appropriate employment opportunities in local government supervisory or management positions and the public/governmental sector generally.

This qualification provides a formal entry point for persons already employed in local government who wish to obtain formal qualification after one year of study.

Articulation: HCLGM gives access to DLGM and BPM.

Year 1: Total Credits: 120					
Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Local Government Management 500	5	15	Project Management 500	5	15
Local Government HRM 500	5	15	Disaster Management 500	5	15
Local Government Policing 500	5	15	Ethics and Professionalism 500	5	15
Local Government Finance 500	5	15	Work Integrated Learning 500	5	15

Admission requirements

- The minimum requirements are a National Senior Certificate. The new National Senior Certificate specifies whether a learner qualifies to study for higher certificate, diploma or Bachelor's degree in terms of the Higher Education Qualifications Framework (HEQF); or
- Recognition of Prior Learning (RPL).



Scan for more info.

HIGHER CERTIFICATE IN RECOGNITION OF PRIOR LEARNING ACTIVITIES

Learning Activities (RPLA) (Distance Learning Only – One Year)

(SAQA ID number 93928: NQF 5: 120 credits: one year) CHE-accredited qualification

The Higher Certificate in Recognition of Prior Learning Activities is a vocational qualification at NQF Level 5. The qualification is meant for individuals who already possess a qualification in higher education and preferably have experience in higher education practice. The purpose of this qualification is to develop practitioners who can demonstrate the ability to coordinate RPL activities.

The Higher Certificate in RPLA includes a Work Integrated Learning (WIL) component as a requirement for success. The WIL component of the syllabus will be a practical assessment of the learner's involvement in conducting RPL facilitation of the portfolio preparation and compilation. This qualification is one of the first to be developed in this field.

Year 1: Total Credits: 120					
Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Development of Policy and Procedures to Facilitate Implementation of RPL 511	5	10	Assessment of Outcomes-Based RPL Applications 512	5	10
Facilitate Lifelong Learning 511	5	10	Evaluation of RPL Practice Programme through RPL 512	5	10
Guidance and Advice to RPL Candidates to Facilitate RPL 511	5	10	Facilitate RPL Programme Co-ordinator and RPL Advisor Training 512	5	10
Introduction to RPL Practice Issues 511	5	10	Human Resources and Skills Development 512	5	10
Office Administration for RPL Functions 511	5	10	Moderation of Outcomes-Based RPL Assessments 512	5	10
Pre-RPL Candidate Assessment and Profile 511	5	10	Work Integrated Learning 500 (RPL)	5	10



Scan for more info.

BUSINESS AND MANAGEMENT SCIENCES ELECTIVES



SUPPLY CHAIN MANAGEMENT

Supply chain management is the managing of the entire production flow of a good or service from sourcing raw materials required, right up until the delivery of the final product/service to the consumer. Supply chain management has become an integral part of business and is essential to any company's success and customer satisfaction through various value-adding processes. Some of the core processes that a supply chain is involved with are procurement, logistics and operations management.

Which careers would students be exposed to when selecting this major?

- Procurement Officer
- Supply Chain Officer
- Logistics Officer
- Inventory Manager
- Supply Chain Manager

What skills would a student have upon completing their studies?

- Data analytics
- Good technology skills
- IT Support
- Soft skills



ECONOMICS

Economics is the branch of social science concerned with the Production, consumption, and transfer of goods and services.

Which careers would students be exposed to when selecting this major?

- Economist
- Financial Risk Analyst
- Data Analyst
- Financial Planner
- Economic Researcher

What skills would a student have upon completing their studies?

- Analytical skills
- Strategic thinking
- Growth mindset



HUMAN CAPITAL AND TALENT MANAGEMENT

Human Resource Management is the study of people management practices and policies for the achievement of organisational outcomes and performance. HRM study emphasises on HR activities and functions that align with organisational objectives.

Which careers would students be exposed to when selecting this major?

- Payroll Specialist
- Human Resource Manager
- Training and Development Manager
- Labour Relations Manager
- Employment Manager

Which careers would students be exposed to when selecting this major?

- Business management skills
- Team management skills
- Handling a complex diverse working environment
- Recruitment and selection skills
- Problem-solving skills at all business levels



MARKETING MANAGEMENT

Marketing Management is the study of how companies use their organisational resources to attract, persuade and convert customers to become consumers and advocates of their products or services. Marketing Management is a science and art of understanding the disposition of consumer behaviour.

Which careers would students be exposed to when selecting this major?

- Brand Manager
- Marketing Manager
- Corporate Communications Specialist
- Project Management
- Content Social Media Specialist

What skills would a student have upon completing their studies?

- Business management skills
- Strategic brand design skills
- Project Management skills
- Communication Skills
- Content Design



ACCOUNTING

Accounting is the process of recording financial transactions pertaining to a business. The accounting process includes summarizing, analysing, and reporting these transactions to oversight agencies, regulators, and tax collection entities.

Which careers would students be exposed to when selecting this major?

- Banking
- Finance
- Accountant
- Budget Analyst
- Insurance

What skills would a student have upon completing their studies?

- Problem Solving
- Planning
- Presentation
- Business Ethics
- Accounting

POSTGRADUATE QUALIFICATIONS

MASTER OF BUSINESS ADMINISTRATION (MBA)

(Distance Learning Only – Two Years)

(SAQA ID number: 117681: NQF 9: 180 credits: two years) CHE-accredited qualification

Richfield's MBA is a transformative programme that is purposed to equip students with not only business and leadership knowledge but modern IT skills to enable students to keep pace with the current rapid technological advancements.

The programme was designed with an IT focus to provide students with holistic skills to meet the burgeoning demand of the talent that can function effectively and innovatively in the current context of the Fourth Industrial Revolution.

This MBA degree also provides a high level of theoretical engagement, intellectual independence and the ability to resolve complex business problems in an innovative way. The programme embraces the 'use it now' principle, where students will be able to apply all their learnings immediately in their job and businesses.

Total Credits: 210: Duration: 2 years			
Core Modules	NQF level	Core Modules	NQF level
Strategic Leadership 900	9	Managing Digital Transformation 900	9
Business Research 900	9	Strategic Financial Management 900	9
Strategic Operations Management 900	9	Strategic Marketing Management 900	9
International Business Strategy 900	9	Strategic Information Technology Management 900	9
Innovative Talent Management 900	9	Dissertation	

Elective (Choose only one)	Non-credit bearing extra curriculum
Entrepreneurship and Innovation 900	Global Immersion
Business Ethics and Corporate Governance 900	IT Boot camps for Badges and certifications (AWS, CISCO, IBM, Salesforce, Oracle, CIMA)
Women in Leadership	
Emerging & Disruptive Technologies	

Admission requirements

- Honours degree or Postgraduate Diploma
- Equivalent NQF 8 qualification
- Entrance Test
- Relevant work-related experience
- Recognition of Prior Learning (RPL).



Scan for more info.

POSTGRADUATE DIPLOMA IN MANAGEMENT

(Distance Learning Only – One Year)

(SAQA ID number: 105754: NQF 8: 120 credits: one-year) CHE-accredited qualification

The purpose of the Postgraduate Diploma in Management is to empower employed graduates, those aspiring for management positions, those seeking career progression in management, as well as unemployed graduates who would like to increase their employability by obtaining advanced general management knowledge. This programme will ensure that graduates understand management principles and practices and apply them to better manage teams and organisations or divisions of organisations.

Articulation: PGDM gives access to MBA.

1 Year, Total Credits: 135					
Semester: 1	NQF level	Credits	Semester: 2	NQF level	Credits
Managerial Economics 800	8	15	Managerial Finance 800	8	15
Marketing Management 800	8	15	Human Resource Management 800	8	15
Research Methodology 800	8	15	Data Analytics for Managers 800	8	15
Innovation and Change Management 800	8	15	Research Report 800	8	20
IT Management 800	8	15	Electives (Choose ONE only)		
			Operations Management 800	8	10
			Entrepreneurship and Innovation 800	8	10
			Public Sector Management 800	8	10
			Data Analytics for Managers 800	8	10

Admission requirements

- A Bachelor's degree, advanced diploma; or
- Equivalent NQF 7 qualification; or
- Recognition of Prior Learning (RPL).



Scan for more info.

GLOBAL PARTNERSHIPS

AWS Academy Partner

Richfield is an official AWS Academy Partner, enabling us to embed cloud computing content directly into our curriculum. Students benefit from hands-on experience with real AWS tools and services, preparing them for industry-recognised certifications and careers in cloud architecture, data engineering, and machine learning.

Microsoft Certifications Partner

As a Microsoft Learning Partner, Richfield has access to official Microsoft curriculum and certification pathways, including MS Office, Azure, and Dynamics. Students can gain globally recognised credentials that boost employability across multiple sectors, especially in business and IT.

Microsoft Learn for Educators (MSLE) Programme Partner

Through our partnership with MSLE, Richfield integrates Microsoft certifications such as AZ-900 (Azure Fundamentals), AI-900 (AI Fundamentals), and PL-300 (Power BI Data Analyst) into academic modules. This provides both students and lecturers with free access to educator-grade content, labs, and resources, aligning classroom teaching with industry needs and future job markets.

IBM Skills Academy Partner

Richfield is partnered with the IBM Skills Academy, which gives students access to IBM-certified courses in Cybersecurity, Artificial Intelligence, and Data Science. These certifications are aligned with emerging tech careers, ensuring our graduates are equipped with competencies that are highly sought after in global markets.

Oracle Academy Member

As an Oracle Academy member, Richfield incorporates industry-endorsed content on database design, Java programming, and cloud infrastructure. Students develop core skills in software development and data management, with

access to learning platforms and resources used by professionals in the field.

CISCO Networking Academy

Through the CISCO Networking Academy, Richfield offers students certifications in Networking, Cybersecurity, IoT, and Python programming. This globally recognised training prepares learners for technical roles in IT infrastructure, network administration, and enterprise security.

Fortinet Network Security Expert (NSE) Certification Partner

Richfield students in both IT and Business programmes receive free access to Fortinet's NSE certification track. This enables them to gain cutting-edge skills in cybersecurity and secure networking, increasing their relevance in sectors prioritising digital safety and compliance.

CIMA (Chartered Institute of Management Accountants)

Richfield partners with CIMA to expose students to the intersection of accounting, analytics, and automation. With learning options in Microsoft Power BI, Robotic Process Automation (RPA), and strategy, our students are prepared for tech-enhanced finance and accounting careers.

Salesforce

Our partnership with Salesforce allows Richfield to deliver training in key areas like Application Security, Data Integration, Marketing Intelligence, and Automation. Students gain valuable exposure to the Salesforce ecosystem, preparing them for digital roles in CRM, marketing, and business analysis.

ACCREDITATIONS, MEMBERSHIPS & ENDORSEMENTS

Association of African Business Schools (AABS)

As a member of the AABS, Richfield joins a network of top-tier African business schools committed to excellence in management education. This membership enables academic benchmarking, faculty development, and potential partnerships that enrich the student learning experience with African-relevant business perspectives.

Accreditation Council for Business Schools and Programs (ACBSP)

Richfield is a member of ACBSP, a globally recognised body that promotes continuous improvement in business education. Our membership provides access to quality standards, best practices, and international collaboration opportunities, elevating our programmes to meet global benchmarks.

South African Business Schools Association (SABSA)

As a member of SABSA, Richfield engages with the country's leading business schools to advance the quality and impact of business education. This affiliation fosters collaboration on thought leadership, research, and curriculum development that benefits both students and staff.

Association to Advance Collegiate Schools of Business (AACSB)

Richfield is a member of AACSB, the world's most prestigious business education association. Our membership signals a commitment to excellence, global relevance, and continuous improvement in business teaching and research, helping position our institution and students on a competitive global stage.

South African Institute of Chartered Accountants (SAICA)

Richfield has formal endorsement from SAICA for its BCom programme. This positions Richfield as a recognised institution on the SAICA pathway, enabling students to pursue professional designations such as Associate General Accountant [AGA(SA)] and ultimately Chartered Accountant [CA(SA)]. The endorsement and accreditation affirms the academic rigour and professional relevance of our accounting qualifications, providing students with a credible and structured route into South Africa's most prestigious accounting profession.

South African Qualifications Authority (SAQA)

Richfield's qualifications are registered and recognised by the South African Qualifications Authority.

Council on Higher Education (CHE)

All higher education qualifications are accredited by the CHE.

Department of Higher Education (DHET)

Richfield is registered as a private higher education institution with the Department of Higher Education and Training.



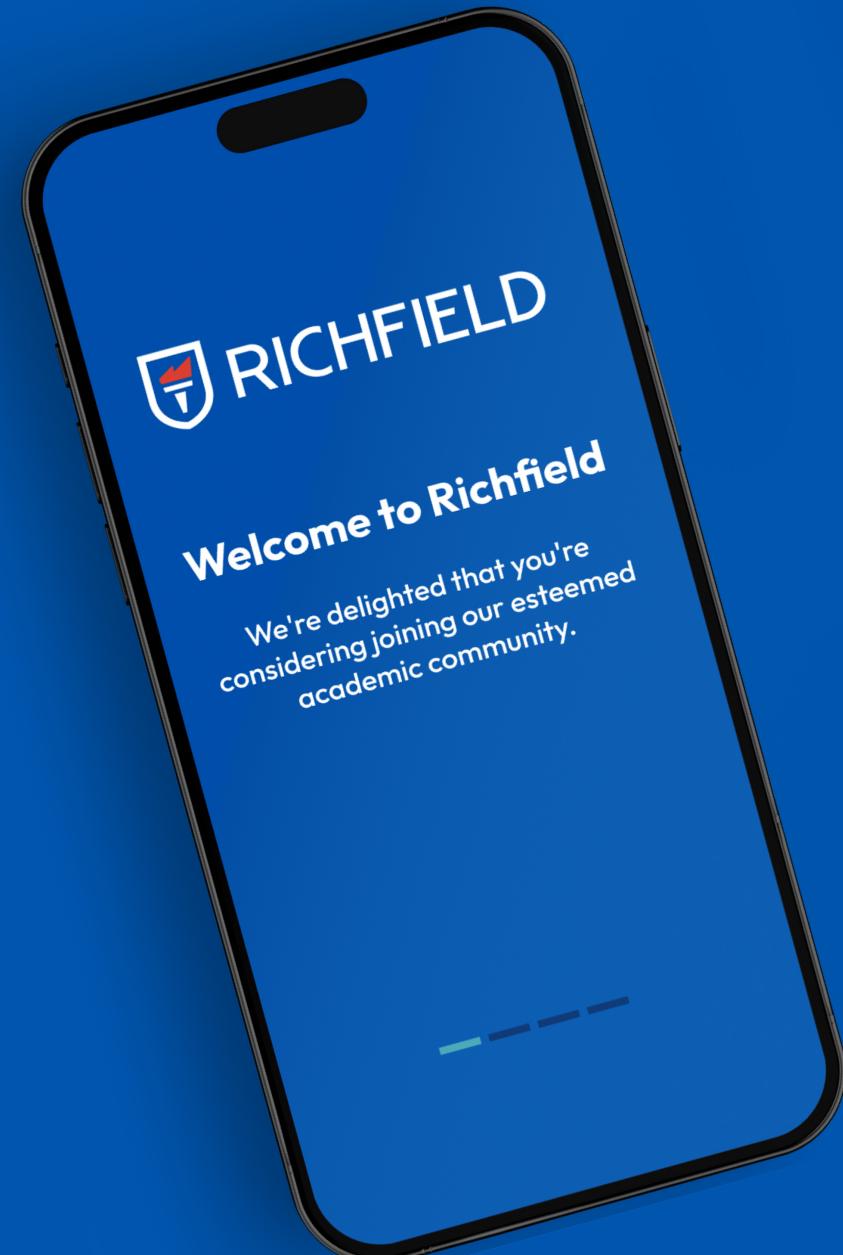
YOUR FUTURE IS A TAP AWAY WITH THE RICHFIELD APP

The Richfield App is designed to support you every step of your academic journey - from enrolment to graduation.

Whether you're studying on campus or online, the app makes student life simpler by centralising key information, streamlining communication, and providing tools to help you succeed. It provides personalised features and ongoing enhancements to ensure you are always supported, empowered, and equipped to thrive at Richfield.



Enrol in minutes - Download the Richfield Education App on the App Store, Play Store, or AppGallery.



APPLICATION PROCESS FOR SOUTH AFRICAN STUDENTS



SCAN HERE
TO APPLY

application.richfield.ac.za

STEP 2

- Complete all of your personal and academic information in the wizard
- Have the below supporting documents on hand to upload
 - ID document
 - Grade 11 or 12 results
 - Proof of address
- You can process payment on the portal and secure your space. This is a secure payment channel. If for any reason you do not meet the entry requirement for your selected qualification, your registration fee will be refunded.

STEP 3

- You are done! Sit back and wait for your Student Advisor to review your application and call you back to finalise your application.



SCAN THE QR CODES BELOW FOR MORE INFORMATION

Campuses



richfield.ac.za/campuses

Apply today.



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@thisisrichfield



Richfield
Education



@thisisrichfield



ShareCall: 0861 321 321



info@richfield.ac.za



richfield.ac.za

APPLICATION PROCESS FOR INTERNATIONAL STUDENTS

STEP 1

International Students who have not obtained a secondary school qualification from South Africa, can apply for a first degree at Richfield which is a registered and accredited Private Higher Education Institution. A prospective international student's application for a first degree must have a certificate of exemption which they should obtain from Universities South Africa before they apply at Richfield (AAA). A certificate of exemption provided by the Matriculation Board is an endorsement of the prospective foreign student's secondary school qualification which in most cases demonstrates the equivalence and/or suitability to the South African National Senior Certificate.

The online application process entails:



Access the website.



Online application portal.

- Follow the steps to apply for a certificate of exemption.
 - STEP 1** - You will be required to complete an online assessment
 - STEP 2** - Pay a non-refundable exemption fee of R700 (as at the Academic year 2023) paid to Universities South Africa bank account.

- STEP 3** - Get certified copies of all documents
- STEP 4** - Complete the Application Form (Downloadable M30 from the site)

STEP 2

Richfield online application process (include our steps here). All international students are required to pay 50% deposit towards their desired qualification. A proof of payment must be presented to the institution for a letter of acceptance to be issued to the student that they will use to apply for a study visa.

STEP 3

A South African study visa (formerly known as a study permit) allows a foreign national to reside in the Republic whilst studying at a South African institution of primary, secondary or tertiary education. Study visas can cover a range of educational disciplines and even include practical training as well as internships pertaining to the field of study in some cases.

QUALIFYING FOR A STUDY VISA

To study at Richfield, the applicant must be accepted (or provisionally accepted). Acceptance is proven by way of a letter of acceptance on the Richfield letterhead.

Richfield is held strictly liable for the study visa holder's compliance with the Immigration Act.

The following forms part of the Richfield's responsibilities towards the Department of Home Affairs:

- We must confirm that the student's registration has been confirmed within 60 days after the closing date for registrations;
- We must notify the Department of Home Affairs within 7 days if the student fails to register by the closing date for registrations;
- We must notify the Department of Home Affairs immediately if the student is de-registered or expelled; and
- We must notify the Department of Home Affairs if the student completes his or her studies or wishes to extend the period of study at the institution.

The applicant must prove that they have access to the funds necessary to sustain them for the duration of the course while studying in South Africa.

No official financial requirements have been set for study visas, but the Department of Home Affairs have adopted a policy whereby the applicant must show access to R3 000 per month for the duration of studies. If the course for which the applicant is enrolled is for a year, then the applicant must show $R3\ 000 \times 12 = R36\ 000$.

The applicant must be covered by a South African medical aid for the duration of the studies. Some high commissions abroad will accept foreign medical aid and travel insurance policies in lieu of South African medical aid, but this is the exception rather than the rule.

The duration of the visa is limited by the duration of the degree, diploma or certificate concerned. Study visa renewal applications must be made at least 60 days prior to the visa expiry date.

The processing time for a study visa application submitted in South Africa is between 4 and 8 weeks.

Scan here for the checklist of documents to be submitted for a study visa application as well as where to submit the documents:



SCAN HERE TO APPLY

[www.southafrica-usa.net/
homeaffairs/permit_study.htm](http://www.southafrica-usa.net/homeaffairs/permit_study.htm)



STATUTORY DISCLOSURE

Growth Ten Holdings: Group Statutory Information

Growth Ten Holdings: Group Statutory Information	
Group holding company	Growth Ten Holdings (Pty) Ltd
Company registration number	2005/032812/07
Holding company	Growth Ten (Pty) Ltd
Company registration number	2004/034364/07
Legal status	Private company
Auditors	PWC
Statutory directors	
R Fienberg (Chairman)	BSc, MBA
CJ Bradford	BA, Hons, MBA, MA
S Ferreira	BCom, MBA, GMP23
Itumeleng Kgaboesele	BCom Accounting, Post-Grad Diploma in Accounting, Chartered Accountant (SA)
Marang Mashologu	BCom Accounting and Finance, FA Charter holder, Advanced Certificate in Entrepreneurship (HEC Paris)

Richfield Graduate Institute of Technology

Registered name	Richfield Graduate Institute of Technology (Pty) Ltd
Auditors	PWC
Trading name	Richfield Graduate Institute of Technology (Pty) Ltd
Abbreviated name	RGIT
Company registration number	2000/000752/07
Legal status	Private company
Statutory directors	
S Ferreira	BCom, MBA, GMP23
S Ganas	BCom, BCom Hons, MBA
S Chengadu	B.Ped, B.Ed, M.Ed, Executive MBA

Main campus
135 Musgrave Road,
Durban, 4001
Tel: 031 304 9340

Corporate office
19 Crewkerne Place Office
Park, Somerset Park
Umhlanga Rocks, 4320
Tel: 031 816 7300

Postal address
Private Bag X23
Umhlanga Rocks, 4320

Institutional Leadership and Management

Senior Management

Stefan Ferreira MBA, BCom Chief Executive Officer	Ravika Sookraj MBA, BCom (Hons), BCom Executive Director: Student Experience
Shireen Chengadu B.Ped, B.Ed, M.Ed, Executive MBA Group Chief Academic Officer	Adam Kelly ACMA, CGMA, BCom Group Chief Commercial Officer
Dr Stephen Akandwanaho PhD (CS), MIT, BSc (Hons) Director: Group Academic Administration & Dean: Faculty of Information Technology	Elaine Ganas BCom (Hons), MBA Industrial and Organisational Psychology Chief Human Resources Training & Development Officer
Dr Raj Tulsee B.A.; B Admin.; B Admin. Hons.; MPA; PhD. Dean: Faculty of Business and Management Science	Dr Muni Koobla BSc, B.Ed, HED, MPA, DAdmin Group Chief Academic Registrar
Kegan Shunmugam BCom, MBA Managing Director: Contact Learning	

Key regulatory disclosures

Legal Status: Private Company

Accreditation

Richfield has complied with the Higher Education Act and all our qualifications are fully accredited.

Online Accessibility

The institution has migrated to the Moodle Student Management System which is also used by major universities in the world.

Students can directly access additional learning content from the website.

Benchmarking

An active benchmarking strategy of our key processes, programmes and curricula with other private, public, national, international and trade organisations is carried out in the constant pursuit of excellence and continued improvement.

Relevant Curriculum

Developing and delivering curricula that are in line with industry and employer requirements are supported by an externally represented Senate. In addition, academic faculties and departments provide support to all teaching for learning activities.

Curriculum Innovation and Design Forum



Interactive Learning

Small and manageable class sizes allow for interactive teaching for learning and provision of strategic supplementary classes in smaller groups, targeting specific needs in student development.

Community Engagement

An effective community engagement (CE) strategy makes campuses more accessible to the communities. Joint projects and use

of institutional infrastructure for CE purposes are encouraged.

Quality Control

The institution has various structures, policies and procedures in place to ensure quality assurance, quality enhancement and continuous improvements.

Fees and charges including refund(s) in the case of cancellation or withdrawal

Students are advised to refer to the enrolment contract: terms and conditions 1.4 and 1.5 regarding cancellation or withdrawal.

Student Enrolment Contract

All students are to ensure that they have signed and completed an enrolment contract.

Language Policy

The medium of instruction is English.

Course Delivery

Contact or distance learning depending on programme.

Student Financial Aid

Students who require bursaries and financial aid are requested to write to the Bursary Committee, Private Bag X23, Umhlanga Rocks, 4320 or visit our website: richfield.ac.za

Student Support Services

For complaints/grievances, students must complete the Student Concerns logbook to ensure satisfactory conclusion. Students may email student concerns to lc@richfield.ac.za

Code of Conduct

Students are required to abide by the Code of Conduct, full details of which are covered in our enrolment contract.

South African Regulatory Compliance

In addition to the International Quality Standards, the institution meets the quality standards of the Council on Higher Education, Department of Higher Education and the South African Qualifications Authority.

Credit Application and RPL

Students wanting to apply for credits or RPL must do so on the formal prescribed application forms.

Campus Life

Due to the effect of the global COVID-19 pandemic, our campuses have fully adapted to the new normal of the education climate. All activities that require in-person and face-to-face engagements adhere to national safety protocols and social networks using digital collaboration are encouraged and freely available at all campuses.

Academic Infrastructure

The institution has state-of-the-art facilities and highly qualified academic and support staff including a mix of foreign academic professionals who also provide scarce and critical skills.

Articulation of Qualification

The institution's qualifications are positioned on the National Qualification Framework (NQF) and certain qualifications are also positioned on the new Higher Education Qualification Sub-Framework (HEQSF). All qualifications have an occupational content and allow for vertical and horizontal articulation.

Library and e-Library resources

Richfield possesses a substantial academic library collection of over 100 000 textbooks across its libraries nationally. The institution subscribes to several electronic journals (e-journals), electronic case studies (e-cases), electronic books (e-books), electronic magazines (e-magazines) and

electronic newspapers (e-newspapers) from leading publishers such as EBSCO, Elsevier (ScienceDirect), Emerald Publishing, Springer Nature and PressReader. Major book publishers such as Cengage Learning, Pearson Education, Wiley, McGraw-Hill, Juta, Oxford and Lexis Nexis provide academic support to the institution.

The latest available textbooks are prescribed and kept in the libraries nationally. The latest available textbooks are prescribed and kept in the libraries nationally.

Health and Wellness Policy

Students are to familiarise themselves with the institution's health and wellness policy.

Policy on Disability

Students are to familiarise themselves with the institution's policy on disability.

Industry Engagement

Richfield has a dedicated team working closely with industry experts and thought leaders, as well as key stakeholders in recruitment and learning development to ensure we develop a cutting-edge curriculum that will in turn prioritise Richfield graduates for employment.

Academic Agility

Despite COVID-19, the institution continued the academic year without any teaching and learning disruptions.

Partnership Agreements

Module Codes



[VIEW MODULE CODES](#)



Richfield Head Office:
Corporate Office, 2nd Floor
19 Crewkerne Place Office Park,
Somerset Park
Umhlanga Rocks, 4320

Richfield Graduate Institute of Technology (Pty) Ltd is registered with the Department of Higher Education & Training as a Private Higher Education Institution under the Higher Education Act, 1997, Registration Certificate No. 2000/HE07/008.

At the time of print and publishing, the content within this prospectus was correct. Richfield Graduate Institute of Technology reserves the right to edit the prospectus and update the information whenever it deems it necessary.