



**Sondela**  
**ACADEMY**

# Prospectus



**Home of Hospitality, Conservation  
&  
Culinary Arts**

[www.sondela-academy.co.za](http://www.sondela-academy.co.za)

+27 (0)14 736 8860

# National Award Bodies



Quality Council for Trades & Occupations



Education and Training Development Practitioner  
Sector Education and Training Authority



Culture Arts Tourism Hospitality Sport Sector Education  
and Training Authority

# International Award Bodies



City & Guilds



Institute of Leadership and Management



Highfield Qualifications

# Affiliations



South African Chefs Association



Association for Skills  
Development in South Africa



South African Culinary and Hospitality  
Educators Forum



South African Hospitality  
Careers



Association of Private Providers of  
Education, Training & Development



Field Guides Association of  
Southern Africa



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# Welcome to Sondela Academy

## HISTORY OF SONDELA ACADEMY

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In 2007, Sondela's very own training school was established as a result of management's ongoing commitment to provide great service and a genuine dedication to investing in its personnel. In addition to providing staff members with fundamental skills like reading, writing and computer literacy, Sondela Academy was entrusted with creating a Workplace Skills Plan (WSP) in accordance with the legislative specifications established by Government as an initiative to promote employee training. As a result, employees received training in their area of expertise and were awarded formal qualifications in all resort disciplines.

Due to the success of the WSP, Sondela Academy received discretionary funding, including learnerships and internships, in the hospitality, tourism and electrical industries. The majority of students who took part in these initiatives went on to secure formal employment, demonstrating their accomplishments.

Visitors to Sondela Nature Reserve & Spa began asking if their children could complete their practical training at the resort. Due to this demand, together with growing industry needs, Sondela Academy developed its curriculum and courses offering qualifications across resort disciplines such as hospitality, food and beverage, conservation and events. Having recognized the need in South Africa for quality workplace-oriented education and training in the hotel, lodge and resort management industry, the registration of its first private students was then followed by the development and accreditation of the Sondela Academy qualifications.

# Welcome to Sondela Academy

## UNDERSTANDING OUR THREE-YEAR QUALIFICATIONS

We encourage students to complete the Introduction to Hotel, Lodge and Resort Management course in their 1st year. This allows them to rotate between the nine different departments of Sondela Nature Reserve & Spa, thereby obtaining a strategic understanding of the purpose of each department within the greater resort and nature reserve. Throughout this time, students will gain practical skills that will allow them to operate within the boundaries established by the different departments. With this overview to draw from, students are usually able to pinpoint their areas of interest and strengths, enabling them to make informed decisions on the direction of their future studies.

Students choose their field of specialization and actively participate in the workplace and learning management activities during 2nd year (Specialization Year). In addition to developing their own leadership skills, they will also gain useful experience as junior management, while personally developing their leadership styles. This includes learning how to help, manage, facilitate, assess, and coach other students in a work environment. During 2nd year, students become stronger leaders as they apply and practice these leadership principles consistently during the completion of their qualification.

During the Professional Development Year (3rd year), focus is placed on managing a business as a first-line manager, with students participating in overseeing an entire department and its operations. During this time, they will develop the ability to recognize and solve, on a daily basis, real-life work issues while liaising with Sondela Senior Management. Upon completing this year, students present their research findings and proposed solutions to a panel of judges for evaluation and final grades. Presenting a professional proposal to the panel, improves their ability to think critically about the industry they are joining, and they complete the year as a young Manager ready to be an asset to any future employer.

# Welcome to Sondela Nature Reserve & Spa

With its array of bushveld accommodation options, Sondela Nature Reserve & Spa ranks as one of the most popular inland family resorts. Choose to truly unwind in the remote Tambuki campsite or glamp it up in the Moselesele Tented Camp. 4-star self-catering chalets provide the perfect accommodation option for those looking to escape the city, or enjoy the ultimate experience at our 4-star, upmarket, butler serviced Country House.



This private nature reserve offers the perfect game lodge option in the vicinity of Gauteng. With an easy 1-hour drive from Pretoria, the variety of bushveld accommodations, award-winning spa, educational wildlife centre and numerous activities, are what truly set Sondela apart from other inland resorts. Competitive accommodation prices and timesharing options make this an affordable getaway for nature lovers, outdoor enthusiasts and families alike.

Apart from outstanding accommodation options, Sondela Nature Reserve & Spa also provides visitors with a chance to truly get back in touch with nature, learn about some of the beautiful plains' animals of South Africa and experience nature conservation in action. At Sondela, our staff is passionate about its guests of all ages, and as a family-oriented resort, aims to provide a memorable holiday experience to all. Here, guests are encouraged to fully embrace the freedom to explore Mother Nature at its best, and experience some of the most spectacular sunrises and sunsets around, all while enjoying a drive, walk or cycle along the 70km of trails and dirt roads within the nature reserve.

# Learning Structure and Methodology

Sondela Academy focuses on a vocational and occupational learning approach, as opposed to the conventional training model where students sit in a classroom to receive lectures, write a theory exam based on these lectures and do assignments.

As workplace learning experts, we offer students the opportunity to gain real-life experience while obtaining their formal qualification.

Our method of work-integrated learning was developed in response to growing emphasis within the industry, for students to be prepared for the workforce by the time they graduate. At Sondela Academy, students are given the opportunity to achieve this, by learning theory while gaining valuable practical experience in the workplace, and by working directly with workplace coaches and mentors. Our qualifications and curriculum, are directly linked with internal business policies and processes, and students are continuously assessed while completing daily activities. Briefly put, students complete their practical work under supervision, allowing them to put what they have learned into practice. Through this process, they acquire a better understanding of the industry, all while gaining their workplace experience – for which they receive a workplace reference letter at the end of their studies.

Sondela Academy's key strength, is its strategy of a 70/30 training delivery ratio, which consists of 70% experiential learning (on-the-job experience and training) and 30% theory and practical instruction. Our processes are based on several phases of learning and enable students to identify and solve problems, communicate with others in a variety of environments, work in a team, gather and analyse information, think critically and analytically about tasks, plan, organize, lead, and control their working environment. The online student portfolio of evidence includes conceptual assignments, workbooks, examinations, and observation assessments that serve as ongoing assessments. Our online platform, Career Studies, which the student uses to capture data they have collected, supports the process of workplace learning.

In summary:

- Expect practical learning by actually working in a department, with coaching and supervision and/or without supervision (as may be required by the module).
- Expect to complete theory assignments, workbooks and logbooks after-hours
- Do not expect lectures and classwork all day long!

# Requirements

In order to ensure that Sondela Academy students are prepared for the demands of the workplace and their qualifications of choice, the following entry requirements have been introduced:

- Certified copy of ID (certification is required to be within 1 month of the course start date).
- Completed Grade 12, GED or international equivalent. A certified copy of the final results should be presented.
- Although not a prerequisite, we recommend Life Sciences (Biology) and Geography as Grade 12 subjects. Tourism and/or Hospitality services are also excellent subjects to have.
- Between the ages of 17 and 24.
- No criminal record.
- Proficiency in English as all classes, assignments, workbooks, exams, etc., are in English.
- Computer literacy.
- Must have a personal laptop (Windows 13, Microsoft Office Student Package or equivalent) and/or tablet with internet and email access, as the Portfolio of Evidence will be completed online.
- A declaration of special needs: Such as learning speed, dyslexia, or any condition that may influence studying, learning and working. If applicable, the student needs to submit a report to the Academy Board for consideration.
- A declaration of medical conditions: Including allergies, asthma, epilepsy, etc. Working conditions in the Tourism Industry require long working hours and good health and fitness are prerequisites for success. A report on serious cases must be submitted by parents for consideration by the Academy Board.
- A declaration of previous transgressions: Such as if a student was expelled from a previous training institution.
- A declaration of serious accidents in the past five years: Such as motor car accidents.

# Introduction to Hotel Lodge & Resort Management

## Full-time Course Options

All our courses function on a first-, second- and third-year tier setup, where each year builds on from the previous.

This is because our methodology relies on the student gaining skill and knowledge in their chosen specialty, in workplace procedures and most importantly in their management and leadership skills.

It is for this reason that students entering the conservation faculty are required to complete a standard first year which includes hospitality short courses.

Strategically, this allows students to have a well-rounded CV with job related experience, which in turn makes them more desirable employees.

### Introduction to Hotel, Resort and Lodge Management: 12 Months

- Workplace Orientation Programme I
  - First Aid
  - Fire Fighting
- Introduction to Hospitality
  - Skills in Reception Management
  - Skills in Accommodation Management
  - Skills in Food and Beverage Management
  - Skills in Food Preparation
  - Skills in Event Support
- Introduction to Conservation
  - Nature Site Guide
  - Captive Animal Caregiver
  - Technical Studies (Handyman)
  - Field Ranger



# Faculty of Conservation Management



## Online Course Options

Most of our online courses are accredited, though it is important to note that there are specific terms and conditions that must be met, depending on the type of course.

These courses cater to people currently employed in a position where they can gain the necessary practical experience, as well as people who are interested in learning more about conservation, animal care and nature guiding.

- Nature Site Guide: 10 Weeks | 40 Credits | Level 2
- Captive Animal Caregiver: 7 Weeks | 46 Credits | Level 2
- Apprentice Field Guide FGASA Level 1: 10 Weeks | 40 Credits | Level 2
- Technical Studies (Handyman): 2 Weeks | 18 Credits | Level 2
- Field Ranger: 5 Weeks | 24 Credits | Level 2
  
- Game Ranch Management Specialization: 12 Months | 144 Credits | Level 4
- Game Ranch Management Professional Development: 12 Months | 144 Credits | Level 5
- Captive Animal Management Specialization: 12 Months | 135 Credits | Level 4
- Captive Animal Management Professional Development: 12 Months | Level 4

All of our online courses also can be undertaken by purchasing and completing one module at a time. These options can be found at:

<https://sondela-academy.co.za/shop/>

\*See Short and Full-time Course Options for a more detailed description of what each course entails.

# Faculty of Conservation Management



## Short Course Options

Our short courses are a fantastic way for young people to get a feel for the industry before committing to a full qualification.

As the students simply fall into the set training calendar, it means that they get the full Sondela Academy experience while they are here.

Short courses are only available to people between the ages of 17 and 24.

### **Nature Site Guide and/or Apprentice Field Guide FGASA Level 1: 10 Weeks | 40 Credits | Level 2**

- Identify prominent plants and animals.
- Demonstrate an understanding of basic animal behaviour patterns and ecological principles.
- Identify and interpret obvious signs and sounds.
- Point out and explain evidence of human habitation and briefly relate cultural history.
- Point out the most prominent stars, planets and constellations.
- Demonstrate the ability to orientate oneself in the natural environment.
- Establish needs, limitations, and expectations of tourists.
- Identify and assess locally accessible heritage resources and plan a guided experience.
- Provide informed and entertaining commentary.
- Apply a set of professional ethics.
- Ensure the health and safety of tourists on the guided experience with legal requirements.
- Ensure that legal requirements pertaining to the guided experience are adhered to.
- Reflect on the guided experience.

# Faculty of Conservation Management

## Short Course Options

### **Captive Animal Caregiver: 7 Weeks | 46 Credits | Level 2**

- Do basic research.
- Care for animals within area of responsibility.
- Demonstrate knowledge of conservation ethics.
- Assist with the selecting, preparing and providing of food.
- Operate in a team.
- Care for customers.
- Collecting field specimens.
- First Aid.

### **Technical Studies (Handyman): 2 Weeks | 18 Credits | Level 2**

- Basic electricity maintenance: changing of globes, replacing fuses, etc.
- Vehicle maintenance: how to do a basic service and fault-finding on a vehicle.
- Painting of a small area.
- Basic carpentry work, such as putting up a shelf.
- Administration of technical work: the completion of a job card, basic layout of a store, and the control mechanisms of stock.

### **Field Ranger: 5 Weeks | 24 Credits | Level 2**

- Harvesting of fauna.
- Combating soil erosion.
- Combating problem plants.
- Fencing.
- Fire.



# Faculty of Conservation Management



## Full-time Course Options

### Game Ranch Management: 24 or 36 Months

#### 24-Month Option

- Year 1
  - Introduction to Hotel, Resort & Lodge Management
  - Entrepreneurial Studies
- Year 2
  - Workplace Orientation Programme II – 4 Weeks
  - Education Training & Development
  - Certificate in Leadership and Management
  - Entrepreneurial Studies
  - Apprentice Field Guide FGASA Level 1
  - Nature Conservation Resource Guardianship Level 4

#### 36-Month Option (First 24 Months as above)

- Year 3
  - Workplace Orientation Programme III
  - Diploma in Leadership and Management
  - Entrepreneurial Studies
  - Nature Conservation Resource Guardianship Level 5
  - Professional Hunting
  - Snake Handling
  - Firearm Competency
  - Animal First Responder

# Faculty of Conservation Management

## Full-time Course Options

### Captive Animal Management: 24 or 36 Months

#### 24-Month Option

- Year 1
  - Introduction to Hotel, Resort & Lodge Management
  - Entrepreneurial Studies
- Year 2
  - Workplace Orientation Programme II – 4 Weeks
  - Education Training & Development
  - Certificate in Leadership and Management
  - Entrepreneurial Studies
  - Apprentice Field Guide FGASA Level 1
  - Captive Animal Management Level 4

#### 36-Month Option (First 24 Months as above)

- Year 3
  - Workplace Orientation Programme III
  - Diploma in Leadership and Management
  - Entrepreneurial Studies
  - Captive Animal Management Professional Development
  - Professional Hunting
  - Snake Handling
  - Firearm Competency
  - Animal First Responder



# Faculty of Hospitality Management



## Online Course Options

Most of our online courses are accredited, though it is important to note that there are specific terms and conditions that must be met, depending on the type of course.

These courses cater to people currently employed in a position where they can gain the necessary practical experience, as well as people who are interested in learning more about hospitality and event management.

- Drink Service Assistant: 4 Weeks | 18 Credits | Level 2
  - Food Service Assistant: 4 Weeks | 16 Credits | Level 2
  - Hospitality Customer Service: 4 Weeks | 24 Credits | Level 2
  - Room Attendant: 4 Weeks | 16 Credits | Level 2
  - Table Attendant: 4 Weeks | 39 Credits | Level 2
  - Hospitality Health and Safety: 2 Weeks
  - Skills in Event Support: 6 Weeks | 15 Credits | Level 4
- .....
- Certificate in Event Support: 12 Months | 145 Credits | Level 4
  - Diploma in Event Management: 24 Months | 245 Credits | Level 5
- .....
- Diploma in Food and Beverage Management: 12 Months | 255 Credits | Level 5
  - Diploma in Reception Management: 12 Months | 240 Credits | Level 6
  - Diploma in Accommodation Management: 12 Months | 241 Credits | Level 5

# Faculty of Hospitality Management



## Short Course Options

Our short courses are a fantastic way for young people to get a feel for the industry before committing to a full qualification.

As the students simply fall into the set training calendar, it means that they get the full Sondela Academy experience while they are here.

Short courses are only available to people between the ages of 17 and 24.

### **Skills in Event Support: 6 Weeks | 15 Credits | Level 4**

- Conduct event support services within specific event genres.
- Provide operational support for a minor event.

### **Skills in Reception: 5 Weeks**

- Introduction to Customer Service.
- Effective Communications.
- Presenting a Positive professional Image.
- Handling Customer Complaints.

### **Skills in Accommodation: 5 Weeks**

- Health & Safety.
- Customer Contact.
- Housekeeping Services.

### **Skills in Food & Beverage: 5 Weeks**

- Health & Safety.
- Customer Contact.
- Food and Beverage Service.

# Faculty of Hospitality Management



## Full-time Course Options

All our courses function on a first-, second- and third-year tier setup, where each year builds on from the previous.

This is because our methodology relies on the learner gaining skill and knowledge in their chosen specialty, in workplace procedures and most importantly, in their management and leadership skills.

Full-time courses are only available to people between the ages of 17 and 24.

### **Certificate in Event Support: 12 Months | 145 Credits | Level 4**

- Workplace Orientation Programme
- Basic Event Knowledge
- Event Customers
- Teamwork and the Organization
- Event Logistics, Safety & Security
- Event Research
- Event Marketing and Finance

### **Diploma in Food and Beverage Management: 12 Months | 255 Credits Level 5**

- Workplace Orientation Programme
- Supervise Food & Beverage Events and Services
- Food & Beverage Logistics and Resource Management
- Supervise Staff and Customer Service
- Maintain a Healthy, Secure and Safe Working Environment

# Faculty of Hospitality Management

## Full-time Course Options



### **Diploma in Reception Management: 12 Months | 240 Credits | Level 6**

- Workplace Orientation Programme
- Supervise Reception and Front Office Services
- Front Office Logistics and Resource Management
- Supervise Staff and Customer Service
- Maintain a Healthy, Secure and Safe Working Environment
- Reception and Booking System Knowledge
- Reception Reservation Management and Marketing Techniques
- Teamwork and the Organization

### **Diploma in Accommodation Management: 12 Months | 241 Credits | Level 5**

- Workplace Orientation Programme
- Supervise Accommodation Management and Services
- Accommodation Logistics and Resource Management
- Supervise Staff and Customer Service
- Maintain a Healthy, Secure and Safe Working Environment

### **Diploma in Events Management: 24 Months | 245 Credits | Level 5**

- Workplace Orientation Programme
- Occupational Health and Safety
- Understanding the Events Industry
- Events Management and Tourism
- Customer Service
- Managing Yourself and Your Team
- Design, Plan, Co-ordinate and Review Events

# Faculty of Hospitality Management



## Full-time Course Options

### International Diploma in Hospitality Management: 36 Months

- Workplace Orientation Programme I, II & III
- Skills in Reception
- Skills in Accommodation
- Skills in Event Support
- Skills in Food & Beverage
- Education Training & Development
- Entrepreneurial Studies
- Diploma in Leadership and Management
- Barista and Wine Tasting
- Certificate in Food Preparation
- Diploma in Reception Management
- Diploma in Food & Beverage Management
- Diploma in Accommodation Management



# Faculty of Culinary Arts and Cooking



## Online Course Options

Most of our online courses are accredited, though it is important to note that there are specific terms and conditions that must be met, depending on the type of course.

- Kitchen Hand: 8 Weeks | 52 Credits | Level 2
- Cook: 12 Months | 184 Credits | Level 4
- Skills in Food Preparation: 10 Weeks | 241 Credits | Level 5

- 
- Certificate in Food Preparation and Culinary Arts: 12 Months
  - Diploma in Food Preparation and Culinary Arts: 24 Months
  - Occupational Certificate in Food Preparation and Culinary Arts (Including Trade Test): 36 Months

## Short Course Options

Our short courses are a fantastic way for young people to get a feel for the industry before committing to a full qualification.

- Kitchen Hand: 8 Weeks | 52 Credits | Level 2
- Skills in Food Preparation: 10 Weeks | City & Guilds Level 1

# Faculty of Culinary Arts and Cooking

## Full-time Course Options

All our courses function on a first-, second- and third-year tier setup, where each year builds on from the previous.

Unlike the other faculties, chef students only move between the various kitchens for their practical experience.



### Occupational Certificate in Food Preparation and Culinary Arts (Including Trade Test): 36 Months | 558 Credits | Level 5

- Workplace Orientation Programme
- Diploma in Leadership and Management
- Entrepreneurial Studies
- Introduction to Professional Cookery
- Food, Personal and Workplace Safety
- Measurements, Basic Nutrition and Diets
- Food Service and Food Production Processes
- Presentation, Flavour Construction and Development
- Basic Food Ingredients

# Professional Development



## Course Options

These Education, Training and Development courses are integrated into the full-time programmes.

Listed options are available to online students or corporate groups.

### Entrepreneur

- Starting My Business: 1 Week
- Managing My Business: 1 Week
- Growing My Business: 1 Week

### Leadership and Management

- Award in Leadership and Management: 1 Week
- Certificate in Leadership and Management: 1 Week
- Diploma in Leadership and Management: 1 Week

### Education Training and Development

- Facilitate Learning: 4 Weeks
- Assess Outcomes-Based Learning Programmes: 4 Weeks
- Coaching in the Workplace: 4 Weeks
- Moderate Outcomes-Based Learning Programmes: 8 Weeks
- Design and Develop Outcomes-Based Learning Programmes: 8 Weeks
- Occupational Certificate: Training and Development Practitioner: 12 Months

# Professional Development



## Full-time Course Options

This qualification is for those who want to build on a Further Education and Training (ETD) Certificate in any field. It will also be valuable for those who are, or wish to become:

- Learning Facilitators
- Assessors
- Learner and Learning Supporters
- Skills Development Facilitators

### **National Certificate: Occupationally Directed Education Training and Development Practices: 24 Months | 120 Credits | Level 5**

- Introduction to Hotel, Resort & Lodge Management
- Workplace Orientation Programme
- Diploma in Leadership and Management
- Entrepreneurial Studies
- Facilitate and Evaluate Learning
- Communicate in a Variety of ETD Settings
- Design and Develop Learning Programmes and Processes
- Engage in and Promote Assessment Practices
- Provide Learning Support to Learners and Organisations
- Conduct Skills Development Facilitation

### **Occupational Certificate: Occupational Trainer: 12 Months | 124 Credits Level 4**

# Accommodation Options

1. SAARTJIE RESIDENCE AT SONDELA NATURE RESERVE & SPA  
Shared dorm rooms, available for ladies only.  
Antonet Behr: +27 (0) 14 736 8860
2. GROEN DAKKIES  
Located opposite Sondela Academy  
Danny Clarke: +27 (0) 82 432 8061  
Denise Clarke: +27 (0) 82 492 6695
3. ROODEKUIL DORMITORIES FOR BOYS AND GIRLS  
Roodekuil Guest Farm: Mnr Swanepoel, +27 (0) 72 927 8830  
(i) R2 000 per month, per person sharing  
(ii) R3 000 per month, per individual
4. HANLOU RANCH STUDENT ACCOMMODATION  
Tharien: +27 (0) 73 837 7748 | tharien@hanlou.co.za  
Sharing, single rooms with WiFi. Includes laundry & cleaning services.
5. LADIES ONLY: HERMAN STEYN (+/- 4KM FROM SONDELA)  
Herman Steyn: +27 (0) 83 455-9743 | hjsteyn56@gmail.com  
Shared kitchen, living room and washroom. Under-roof parking for 3 cars.  
Electricity is shared amongst tenants. Beautiful garden and security.  
(i) 2 Rooms with bathroom - R2 800 per month, per person  
(ii) 2 Rooms with shared bathroom - R2 500 per month, per person  
(iii) Electricity is shared amongst tenants.
6. ARENDSNES STUDENT ACCOMMODATION  
Yolanda: +27 (0) 76 283 9022 | Sandra: +27 (0) 82 923 3363  
Commune setup. Each room has an en-suite bathroom. Use of washing machine, fridge, water, electricity, cleaning, ironing, kitchen cupboard and WiFi included. Parking available.

# Accommodation Options

## 17. KARIBU PORINI FARM

Tanya: +27 (0) 73 022 9568

Affordable accommodation close to town and Sondela Nature Reserve. Suitable for single professionals. Students welcome to apply. Have to be an animal lover! Includes WiFi, spacious semi-furnished room. Open plan communal kitchen and lounge. Parking space available.

## 8. SEMOTI LODGE

Maureen: +27 (0) 82 417 5096 | [info@semoti.co.za](mailto:info@semoti.co.za)

Situated on the opposite side of highway to Sondela, 4km down gravel road. From R3 000 pm. Includes water and electricity. Cleaning and laundry service once a week. Apartments vary in size and are fully furnished.

## 9. KIERIEKLAPPER

Hannes Vermaak: +27 (0) 82 923 8200

3 Flats to let. Newly built. Electric fence and animal friendly. Cleaner optional. Very close to Sondela behind the Caltex Garage. Water & electricity included. Parking also available.

## 10. EUGENE JONKER (MOFFAT STREET, BELA-BELA)

Trompie: +27 (0) 76 662 5654

House to share with Oom Trompie SNR (EC Jonker). 2 x bedrooms at R2 500 per person for their share of food, washing, cleaning, etc. Included: TV, Netflix, water & electricity. Swimming pool available. Responsibility of student: assist with preparing meals for tenants, keep the house and rooms tidy and neat.

11. Erica de Beer, Huis Patrys: +27 (0) 82 466 2411

12. Century 21: +27 (0) 14 736 2020

13. Aïda (Annelie): +27 (0) 76 317 5927

14. Golden Lantern Guest House: +27 (0) 82 717 0433

15. Huurnet (Tammy): +27 (0) 79 067 4582

16. Gawie & Sandra le Roux: +27 (0) 61 429 4339 (Sandra)

# Frequently Asked Questions

## **Is there transport available?**

There is a shuttle available starting from R350 per month, depending on the distance from Sondela.

## **Does the Academy offer meals?**

There is a cafeteria/canteen that serves meals weekdays between 11:00 and 14:00. Meals vary in price from R35 to R50. Card facilities are available.

## **What clothes and equipment do we need to bring?**

While the Academy ensures that students have all the equipment and materials that they need, you may want to have the following on hand:

- Sunscreen and a good water bottle
- Good shoes with ankle support, should you not want the uniform shoes
- Swimming clothes

## **When do the students get time off?**

- The workplace experience requires that the students follow a 14-day (2-week) cycle, where they are on duty for 10.5 days and off duty for 3.5 days.
- Due to the nature of the hospitality and events industry, these times may vary. For example, some students will be off over Christmas while others will be off over New Year, but never both.

## **How do I enroll?**

- You can request a quote (see contact details on last page); or
- You can attend an Open Day.
- Either way, once you have decided to accept the quote, simply email it to us together with proof of the registration fee.
- Once we have received this, you will be provided with an acceptance letter.

# Frequently Asked Questions

## **When does the training start?**

- Due to the variety of courses, this varies according to the chosen programme.
- Full-time enrollments are in January and July of each year. For a specific date please contact the Academy.
- Short courses fall in with the skills rollout. There are usually at least four courses during the year.
- Online short courses can be started at any time.
- For full online qualifications, this may vary due to workplace requirements and specifications.

## **Do the students get paid for workplace exposure?**

Students do not get paid for their workplace exposure. This forms a critical part of their required practical experience. Students do, however, receive Vocational Certificates and Letters of Service for any courses that take place on the premises.

## **Will the students get job placements after completing their qualifications?**

No. Sondela does from time to time offer positions to exceptional students, when the opportunity and position are available. Although we do not guarantee that students will find employment, their industry-specific training and practical experience make them ideal for entry-level positions right across the country.

# Contact Us

**Call us:**

+27 (0) 14 736 8860

**WhatsApp:**

+27 (0) 60 748 5886

**Email:****General Enquiries:**

[info@sondelaacademy.net](mailto:info@sondelaacademy.net)

**Enrollments and Quotes:**

[finadm2@sondelaacademy.net](mailto:finadm2@sondelaacademy.net)

**Online Courses and Career Studies Support:**

[admin@sondelaacademy.net](mailto:admin@sondelaacademy.net)

**Open Days and Registrations:**

[campusregistrar@sondelaacademy.net](mailto:campusregistrar@sondelaacademy.net)

**General Student Matters:**

[facultyh@sondelaacademy.net](mailto:facultyh@sondelaacademy.net)

**Results and Certifications:**

[campusmod@sondelaacademy.net](mailto:campusmod@sondelaacademy.net)

**Student-Related Financial Matters:**

[finadmin@sondelaacademy.net](mailto:finadmin@sondelaacademy.net)

