



Business & Management (N5):

N5 Human Resource Management

National Certificate

I. KEY QUALIFICATION DETAILS

Detail	Description
Qualification Category	Business & Management (N5)
NQF Level	5 (N5)
SAQA Qualification ID	66953
Minimum Credits	60 Credits
Estimated Duration	1 semester

The curriculum is fully aligned with Quality Council for Trades and Occupations (QCTO) standards, ensuring practical expertise for industrial environments.

II. ENTRY AND PROGRESSION

The foundational qualifications required to start this course and the subsequent academic pathways available after successful completion are detailed below.

Minimum Entry Requirements:

- N2 or N3 Qualification, with a minimum of three (3) years relevant work experience.

Promotion Requirements:

Successful completion of four instructional offerings at N5 level for progression to N6

Articulation Options:

Progress to N6 then diploma

III. COURSE CONTENT & FOCUS

The curriculum is fully aligned with Quality Council for Trades and Occupations (QCTO) standards, ensuring practical expertise for industrial environments.

Personnel Management N5; Personnel Training N5; Labour Relations N5; optional Computer Practice or Accounting modules

Core Content Areas:

Personnel management, personnel training, industrial relations, human capital development

Compulsory Modules:

Personnel Management N5; Personnel Training N5; Labour Relations N5.

Optional Specialization:

Computer Practice N5, or a relevant alternative

IV. CAREER OUTLOOK

Potential job titles, relevant industries, and opportunities for professional advancement are outlined following this heading.

Career Path / Outcomes / Jobs:

HR assistant, admin roles; progression to diploma

Industry Relevance:

HR assistant and administrative coordination roles.

V. FINANCIAL INFORMATION

Mandatory registration costs, applicable payment schedules, and the overall fee structure for the qualification are presented in the text below.

Registration Cost:

All registration requires a **non-refundable R 950** registration deposit that forms part of the overall course fee.

Overall Fee:

Deposit: R 1450 (Full Qualification and Skill Programme Courses Only (Issuing of student Card/Number))

Payment Terms: 5 x R 750


Total Cost: R 6150

CONTACT US

Contact details, including the official website, dedicated email address, and primary telephone number, are available for direct communication.

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View the SAQA Course Details:

<https://regqs.saqa.org.za/viewQualification.php?id=66953>

MORE ABOUT US

OUR MANDATE

RIH Institute was established to bridge this gap. We provide accredited, practical training that directly fuels the region's most vital industries.

THE OPPORTUNITY

The Steelport region is the engine room of South Africa's mining sector, a global hub for platinum and chrome. This world-class industry demands a world-class workforce.

THE CHALLENGE

As identified by industry veterans, a critical gap exists for certified, high-demand artisan and technical skills. Local industry requires job-ready professionals who can immediately contribute to complex, high-stakes operations.



CREDENTIALS

Primary Accreditation Body:

Quality Council for Trades and Occupations (QCTO)

Accreditation Numbers:

09-QCTO/SDP131124082647 for National Certificates in Human Resource Management and Management Assistant (N4, N5, N6 levels)

Trade Test Centre (TTC):
AC TTC070225201340



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