



Vision

Education for a better world for all.

Mission

Impacting lives through innovative education.



Principal's Message



"There is a need to raise the skills base in the workplace through the pursuit of appropriate qualifications from a reputable and accredited higher education institution."

For three decades, MANCOSA has consistently provided higher education that satisfies the needs of the 21st century. Besides gaining deep and far-ranging disciplinary knowledge in their areas of study, MANCOSA students develop valuable life skills and become confident, critical and independent thinkers with the ability to work both independently and collaboratively.

In a world characterised by accelerating change and disruption, MANCOSA graduates are equipped with essential skills such as communication, adaptability and digital literacy to advance their abilities to leverage change and innovate. These life skills enable graduates to effectively and confidently deal with complex challenges that arise in the world of work and in life generally.

MANCOSA prides itself on its rich diversity, at both student and staff levels, and this trait is bolstered by professional and academic relationships with credible international institutions, including partner institutions under the

formidable Honoris United Universities platform. Students get the benefit of programmes that are locally relevant within a rich global context.

Our academics use innovative and pedagogically sound approaches to lead students through the journey of academic exploration that strengthens their ability to apply theory to practice.

Our vision is to provide quality 'education for a better world for all.'

Welcome to the transformative journey that will expand your horizon.

Professor Magnate Ntombela
Principal

A handwritten signature in black ink, appearing to read "Magnate Ntombela".

Introducing MANCOSA & Honoris United Universities

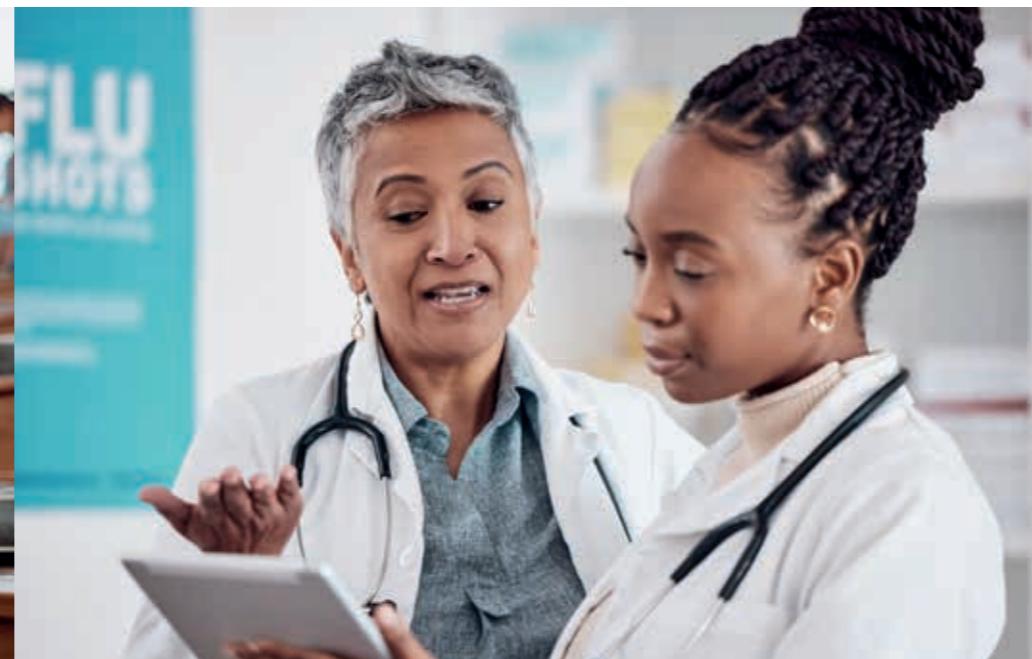
During 2017, MANCOSA became a proud member of Honoris United Universities which is the first pan-African private higher education network committed to preparing and educating the next generation of African leaders and professionals who are able to impact regionally in a globalised world. Collaborative intelligence, cultural agility and mobile mindsets and skills are at the heart of Honoris' vision of higher education. Honoris United Universities joins the expertise of its member institutions to create panregional profile graduates that are competitive in today's fast-paced and demanding labour markets. Honoris United Universities

comprises a community of 85,000+ students on 75+ campuses in 10 African countries and 33 cities. More than 460 degrees are offered in Medicine, Health Sciences, Engineering, IT, Business, Law, Architecture, Digital and Creative Arts, Fashion and Design, Media, Political Science and Education. MANCOSA is a private higher education institution committed to the provision of affordable, accessible and accredited learning programmes. MANCOSA is a leading provider of business and management education programmes on the African continent and the Indian Ocean Islands through supported distance education.



Our Objectives

A strong emphasis is placed on the application of theory to practice ensuring that learning is applied to real-life work situations. The emphasis is on personal development from both a professional and academic perspective. MANCOSA qualifications prepare students for a future filled with many challenges and exciting opportunities.



Why Choose MANCOSA

- Develops competitive and career-centred skills;
- Provides an intellectually stimulating environment;
- Connects students to a global gateway of knowledge; and
- Offers programmes that are responsive to regional, national and international needs.



01. Flexibility

Studying through distance learning means that there is little disruption to your personal life and full-time work schedule. The MANCOSA programmes enable students to be flexible in approaching their studies. Should your work require extensive travel and extended working hours, the MANCOSA distance learning programmes are ideally suited to meet your specific needs.

02. Interactive Experience

A range of teaching methods as well as technological support is used, including webinars and online discussions, case studies and self-study exercises, aimed to enhance the student learning experience. All of these help to build skills and competencies which develop students managerial capabilities.

03. Overall Experience

The MANCOSA programmes are designed and structured to stimulate you intellectually. The rigour of the programmes and the effort required to complete them successfully will ensure that you acquire the knowledge, skills and abilities to face the challenges of the business world. Optional international study tours are offered to enrich the MBA programme.

Registration and Accreditation



Financial Sector
Conduct Authority



South African Institute
of Taxation



Association of African
Business Schools



European Foundation for
Management and Development
(EFMD)



South African Business Schools
Association (SABSA)



The Institute of Risk
Management South Africa



United Nations Academic
Impact Initiative (UNAI)

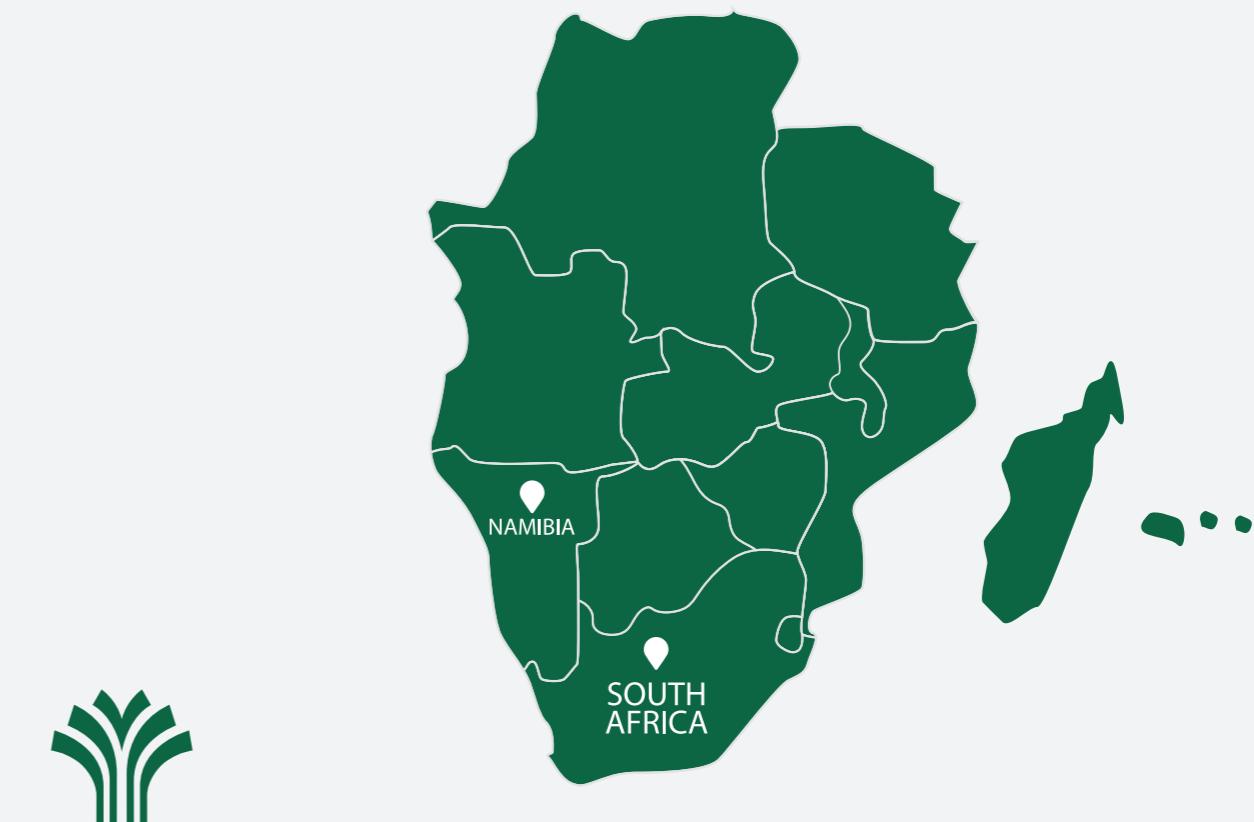


National Association
of Distance Education
Organisations of South Africa
(NADEOSA); and



Global Accreditation Center for
Project Management Education
Programs (GAC)

- MANCOSA is registered with the Department of Higher Education and Training (DHET), registration number 2000/HE07/003;
- MANCOSA programmes are accredited by the Higher Education Quality Committee (HEQC) of the Council on Higher Education (CHE); and
- MANCOSA programmes are recorded on the National Qualifications Framework (NQF) by the South African Qualifications Authority (SAQA).



Our Learning Centres

● Durban
● Johannesburg
● Pretoria

● Polokwane
● Mbombela
● Cape Town

● Gqeberha
● East London
● Namibia



Formal Learning Programme

Short Learning Programmes

**BRAVE
THROUGH.**

Higher Certificate in Healthcare Management

FORMAL LEARNING PROGRAMME



Programme

The purpose of the Higher Certificate in Healthcare Management qualification is to help aspirant healthcare workers and current healthcare personnel to develop an awareness of healthcare management theories, practices and operations. Furthermore, the student will have an understanding of contemporary managerial practices and the styles of current practice given the nature of dynamic change within healthcare. Equipping employees with a basic understanding of management skills and knowledge will be an advantage to organisations who need competent and knowledgeable employees to assist in the management, operational and administrative tasks.

Admission Requirements

- The minimum entry requirement is the National Senior Certificate or National Certificate Vocational with appropriate subject combinations and levels of achievement; or
- An equivalent NQF level 4 qualification with proven proficiency in English.
- To be considered via RPL, applicants should be above the age of 23 years.

For further information on this alternative route, please contact a student advisor. All applicants with an international qualification will be considered in accordance with MANCOSA's institutional rules¹.

Articulation

Completion of the Higher Certificate meets the minimum entry requirement for admission to an appropriate Advanced Certificate. A Higher Certificate may also allow access to an appropriate Bachelor's degree.

Career Opportunities

• Medical Administrator	• Healthcare Admission Clerk
• Hospital Administrator	• Healthcare Administrative Assistant
• Medical Aid Administrator	• Hospital Management Secretary
• Human Resource Clerk	• Healthcare Ward Secretary

Who Should Apply?

- School leavers looking to pursue a career in healthcare management.
- Individuals who wish to acquire healthcare management skills.

Mode of Delivery

This programme is offered through online learning. Each module is delivered over a 5 week period.

Programme Structure

Duration: 1 Year

- Contemporary Issues in South African Healthcare Service
- Ethical Responsibility in Healthcare Service Delivery
- Management and Leadership Principles in Healthcare Services
- Quality Management in Healthcare Services
- Planning and Policy in Healthcare Institutions
- Introduction to Health Economics

Psychiatric Patient Care

CPD Accredited by the SA Medical Association on behalf of the HPCSA



SHORT LEARNING PROGRAMMES

Programme

Understanding the needs of individuals grappling with serious mental illness is essential for fostering their recovery. "Recovery involves the development of new meaning and purpose in one's life as one grows beyond the catastrophic effects of mental illness".

While recovery is a personal journey, it is not one that individuals can undertake entirely on their own. It necessitates the support of family, friends, and a multidisciplinary team (MDT). The MDT comprises of various healthcare professionals collaborating to deliver comprehensive patient care, including psychiatrists, nurses, occupational therapists, and psychologists.

This short learning programme, crafted by industry experts, equips healthcare practitioners with a robust grasp of patient care in the realm of psychiatric illness.

Course Overview

Admission Requirements	None
Delivery	100% Online
Course Duration	3 Days
Assessments	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection



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Gamified Assessments



Interactive Content



Video's On Demand



Micro Credential Blockchain Certificate

Public Healthcare: Health Promotion

CPD Accredited by the SA Medical Association on behalf of the HPCSA



SHORT LEARNING PROGRAMMES

Programme

Public healthcare aims to provide communities with access to healthcare at hospitals and clinics. On the other hand, health promotion is the science and art of enabling people to increase self-control and improve their overall well-being.

Factors such as life expectancy, childhood obesity, future pandemics and other environmental factors have a major impact on public health. Health promotion assists in mitigating negative impacts on public health by empowering people to enhance self-management and improve their overall health and well-being.

This short learning programme has been developed by industry experts to provide healthcare professionals involved in the public healthcare domain with a comprehensive understanding of strategy, management, and implementation of delivering public health services.

Course Overview

Admission Requirements	None
Delivery	100% Online
Course Duration	2 Days
Assessments	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection

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Infection Prevention and Control for Healthcare

CPD Accredited by the SA Medical Association on behalf of the HPCSA



SHORT LEARNING PROGRAMMES

Programme

"Healthcare-associated infections (HAIs) are one of the frequently encountered patient safety incidents in care delivery and poses a major public health challenge impacting on morbidity, mortality and quality of life. The prevalence of HAIs in mixed patient populations of low to middle-income countries (like South Africa) is approximately twice that of high-income countries. These infections also present a significant economic burden at the societal and health facility level. Effective infection prevention and control programmes have been proven to be one of the cornerstones for combating HAIs and antimicrobial resistance" -Dr. T Pillay (acting Director-General: Health, March 2022).

This short learning programme has been developed by industry experts to provide healthcare professionals with a holistic understanding of how to develop and implement standard infection prevention control measures, to prevent the outbreak and spread of infections in South African healthcare facilities.

Course Overview

Admission Requirements	None
Delivery	100% Online
Course Duration	3 Days
Assessments	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection



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Content developed by industry expert



Gamified Assessments



Interactive Content



Video's On Demand



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Good Clinical Practice

CPD Accredited by the SA Medical Association on behalf of the HPCSA



SHORT LEARNING PROGRAMMES

Programme

In South Africa, the healthcare system faces a stark divide: only 17% have private medical aid, leaving 83% reliant on state-funded services. Efforts are underway to bridge this gap, exploring new funding models and advocating for National Health Insurance to create equitable access for all South Africans. The rapid development in technology has created a more informed and selective patient thereby increasing the importance of a customer-centric and outcomes-based service from healthcare providers.

This short learning programme has been developed by industry experts to assist healthcare professionals in keeping abreast with contemporary principles of good clinical practice and seeks to reinforce patients' rights when engaging in healthcare services. It emphasizes the responsibility that healthcare providers must provide the best care possible while keeping sight of the current changing healthcare landscape within the South African context.

Course Overview

Admission Requirements	None
Delivery	100% Online
Course Duration	2 Days
Assessments	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection

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Ethics for Healthcare Professionals

CPD Accredited by the SA Medical Association on behalf of the HPCSA



SHORT LEARNING PROGRAMMES

Programme

Ethical values are essential for any healthcare professional. Ethics are moral principles that govern how a person or a group will behave or conduct themselves.

The focus pertains to right and wrong actions and encompasses the decision-making process of determining the ultimate consequences of those actions. To practice competently and with integrity, nurses must have regulation and guidance within the profession, like all healthcare professionals.

This short learning programme has been developed by industry experts to equip nurses at all levels, who have their own set of personal ethics and morals, to recognise dilemmas in healthcare, make value-based judgements and decisions while keeping within the laws that govern them.

Course Overview

Admission Requirements	None
Delivery	100% Online
Course Duration	3 Days
Assessments	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection



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Content developed by industry expert



Gamified Assessments



Interactive Content



Video's On Demand



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Digitalising Administration in Healthcare: Modern Practices

CPD Accredited by the SA Medical Association on behalf of the HPCSA



SHORT LEARNING PROGRAMMES

Programme

This course aims to equip healthcare workers with the knowledge and skills necessary to effectively digitise administrative processes in a modern healthcare practice. Participants will gain practical insights on the benefits of digitalisation, explore technological tools and platforms, and learn effective practices for implementing and managing digital administration systems.

The course covers key areas such as electronic health records (EHR), data security and privacy, telehealth, and streamlining administrative workflows. Join us to discover how digitalisation can enhance efficiency, improve patient care, and transform healthcare administration.

Course Overview

Admission Requirements	None
Delivery	100% Online
Course Duration	1 Day
Assessments	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection



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Gamified Assessments



Interactive Content



Video's On Demand



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Child Immunisation Schedule and Paediatric Health

CPD Accredited by the SA Medical Association on behalf of the HPCSA



SHORT LEARNING PROGRAMMES

Programme

This course aims to provide healthcare workers in child health services with a comprehensive understanding of the child immunisation schedule in South Africa. It will cover essential topics related to immunisation, including the importance of vaccines, the recommended immunisation schedule, vaccine-preventable diseases, administration techniques, safety considerations, and the role of healthcare workers in promoting immunisation as an integral part of child health.

Course Overview

Admission Requirements	None
Delivery	100% Online
Course Duration	1 Day
Assessments	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection



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Gamified Assessments



Interactive Content



Video's On Demand



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Introduction to Wound Management

CPD Accredited by the SA Medical Association on behalf of the HPCSA



SHORT LEARNING PROGRAMMES

Programme

This programme is an introduction to wound management. It covers basic knowledge required to assess a patient with a wound, classify the wound and make treatment decisions. This short learning programme should be seen as the stepping stone to further learning.

Course Overview

Admission Requirements	None
Delivery	100% Online
Course Duration	1 Day
Assessments	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection



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Gamified Assessments



Interactive Content



Video's On Demand



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Human Papillomavirus (HPV) Training

CPD Accredited by the SA Medical Association on behalf of the HPCSA



SHORT LEARNING PROGRAMMES

Programme

This comprehensive training programme has been crafted to provide healthcare workers with in-depth knowledge and practical skills pertaining to cervical cancer, human papillomavirus (HPV), HPV vaccination and their relationship to sexual reproductive health.

The programme will cover topics such as HPV epidemiology, vaccination guidelines, patient counselling, and the broader context of sexual reproductive health services provided by healthcare professionals.

This short learning programme has been developed by industry experts and was created by MANCOSA in partnership with Strategic Health Solutions to provide healthcare workers with a comprehensive understanding of HPV and an overview of sexual reproductive health.

Course Overview

Admission Requirements	None
Delivery	100% Online
Course Duration	3 Day
Assessments	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection



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Gamified Assessments



Interactive Content



Video's On Demand



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Sexual Reproductive Health

CPD Accredited by the SA Medical Association on behalf of the HPCSA



SHORT LEARNING PROGRAMMES

Programme

This comprehensive training programme is designed to equip healthcare workers (especially pharmacists) with knowledge and skills needed to provide high-quality sexual reproductive health services. It addresses key areas such as human immunodeficiency virus (HIV) prevention and treatment, family planning, sexually transmitted infections (STIs), human papillomavirus (HPV) and vaccination and effective sexual reproductive health counselling. This short learning programme has been developed by industry experts and was created by MANCOSA in partnership with Strategic Health Solutions to provide healthcare workers with a robust understanding of sexual reproductive health from clinical, ethical and legal perspectives. They will learn to perform essential functions such as STI screening, contraceptive counselling and HPV management, while applying effective communication techniques in counselling sessions. The programme aims to empower healthcare workers to improve access to essential health services, thereby enhancing patient care and contributing to better health outcomes within their communities.

Course Overview

Admission Requirements	None
Delivery	100% Online
Course Duration	3 Day
Assessments	Yes
User Requirements	Own Laptop or PC or Tablet Own Internet Connection



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YOUR FUTURE AWAITS



BRAVE THROUGH

It's your legacy

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