



# A Skills Development Program

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## Growth Institute

Workplace Integrated Training Solutions

*An approved private college*

# Terms and Conditions

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# What is the Accelerator Program?

- An intense, focused skills intervention
- Leading to a **first** professional qualification in:
  - ✓ Bookkeeping or
  - ✓ Business Management or
  - ✓ Small Business Management

## Program duration

- Minimum three months, or
- Meeting client requirements

# How can I join the program?

1. You must be a South African Citizen between the ages of 18 and 25 of age
2. You must match the **selection criteria** on the next page
3. You must be able to attend all classes
4. You must write all the required exams
5. You must apply via our website. No applications sent by email will be considered
6. You must pass the admissions test

# What selection criteria must I meet?

You must meet the requirements in one of the following categories

## Category 1

- Grade 12
- Math Core 50% **or** Math Literacy 60%
- English 50%

## Category 2

- Incomplete Commercial Degree/Diploma
- Accounting 60%

## Category 3

- Incomplete N6
- Accounting 60%, **or**
- Mathematics 60%

Candidates must pass a basic entry test on application

Remember: you must be a SA Citizen to qualify

We will not consider any other subjects on your school report or on your college/university transcripts

# Is the Accelerator Program an internship?

1. This program is directly linked to an internship
2. Your studies for this internship will be paid for by one of our clients
3. If you are accepted on the program, you will be expected to pass all your subjects in the **timeframes defined for the program**
4. You are responsible for your own:
  - 4.1 Transport
  - 4.2 Accommodation
  - 4.3 Meals

# **Will I be paid while on the internship?**

1. All your class fees, books and exam fees are paid for by our clients.
2. This means that you get a free and fully paid education.
3. It remains the clients' discretion to offer you a stipend.

# **Will I get a job after the internship?**

1. Whilst we will do our best to place you after the internship, it remains the discretion of our clients and industry to offer you employment
2. Your academic performance will be important
3. The better your marks in the exams, the greater your chances to be considered for employment or future programs
4. Remember, we do not guarantee you a job. It is your responsibility to make an impression and negotiate employment at the end of this program

# **Must I write exams while on the internship?**

1. Depending on the program on which you are placed, you will write a minimum of four exams.
2. You will have to complete assignments while you study
3. You have to get a minimum of 60% in your exams to pass the course. That is why your previous marks in Math Core, Math Lit and/or Accounting is so important when you apply

# **What behaviour is expected from me?**

1. The Growth Institute and its sister companies have a zero-tolerance policy
2. Your behaviour reflects on our brand
3. This means that if you misbehave, our clients will not be willing to give you a chance to do an internship
4. You are expected to conduct yourself in a dignified and professional manner at all times
5. You will be asked to sign a code of conduct before you are placed on any internship program

## **What happens if I fail an exam?**

1. You will have an opportunity to re-write the exam
2. However, we will encourage you to pass all the exams the first time.
3. If you fail a second time, then you will have to pay for a rewrite out of your own pocket
4. You are getting a free education opportunity and we expect you to make the best of this opportunity

# **What happens if I cannot be placed?**

1. This program is linked to a professionally recognised national qualification
2. If you are not placed at the end of the internship, you will have a qualification that will allow you to start your own small business as a Bookkeeper
3. The program is designed around the principle of “Workeracy”. This means that you should be able to create your own work and deliver a service within your own community

# How can I apply for the program?

1. Go to our website <https://www.growthinstitute.co.za/>
2. Look for the Accelerator Program Logo
3. Click on the logo
4. Complete the online application form and answer all the questions
5. Remember to attach proof of your education record and a copy of your SA ID before you submit the application
6. If you are shortlisted, we will contact you for an interview
7. If you did not make the shortlist, you could still study at your own cost at our college



**Applications received  
outside the process  
described on Page 13 will  
not be considered.**

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