

Services Registered Skills Programmes

Manage Personal Finances

PURPOSE OF THE PROGRAMME

The purpose of this programme is to equip the learners with the necessary knowledge, skills and attitudes to manage their personal finances and improve their financial situation.

PROGRAMME OUTCOMES

On completion of this programme learners will be able to:

- Understand personal finance
- Plan and prepare a personal budget
- Operate a personal bank account

PROGRAMME OUTLINE

- Understand personal finance
- Plan and prepare a personal budget
- Operate a personal bank account

LEARNING ASSUMED TO BE IN PLACE

Delegates wishing to enroll on this programme should be competent in Communication and Mathematical Literacy at ABET Level 3.

RECOGNITION OF PRIOR LEARNING (RPL)

RPL against this unit standard is allowed. Application forms are available from our offices.

METHODOLOGY

Training Programme Duration: 1 Day

Assessment: Portfolio of evidence will be submitted within one week after completing the training. Assessment activities include evaluating personal budget and questioning to test knowledge and ability to apply.

Certification: This includes obtaining endorsement from the SETQAA.

Unit Standard(s):

- 243189 - Manage personal finances

NQF Level: 1

Credits: 8

TARGET GROUP

- Any person who needs to manage his or her personal finances.

BENEFITS

- Responsible workforce
- Credits towards a qualification
- Improved opportunities to claim skills grants
- Social upliftment through an important life skill