



Minimum Admission Requirements		English	Notes
	NSC: HC pass with	30%	
	NC(V): HC pass	40%	
	SC: Endorsement - none	33.3%	
	SC(a): HC pass with	A minimum of 30% in LOLT on NSC/ SC(a) OR with a minimum of 33.3% on SC.	
	International: A SAQA Evaluation Certificate with NSC Level 4 equivalence with at least 30 % or equivalent for English.		
Senate Discretionary Admissions			
Mature Age Category 5: Mature Age Admission - 23 years and older		Candidates must have attempted the Senior Certificate or equivalent, attained the age of 23 before or during the first year of registration with three years' work experience and proven ability relating to the proposed programme as well as adequate communication skills.	
Mature Age Category 6: Mature Age Admission - 45 years and older		Candidates must have attained the age of 45 before or during the first year of registration.	
Recognition of Prior Learning (RPL)		Where candidates do not satisfy the formal admission requirements for this qualification, The IIE may consider an admission application in terms of the Qualification Completion, Credit Accumulation and Transfer, Articulation and Recognition of Prior Learning Policy (IIE010). If applicant does not meet minimum admission requirements and there is no alternative (such as completion of NQP modules) but they have relevant experience, the following must be requested to consider admission via RPL: 1. Certificates for all formal (Accredited Higher Education qualifications) and/or informal qualifications/modules (SLP's, Microcredentials etc). SAQA certificates must be provided for any international qualifications. 2. CV to determine whether the following are related to the qualification that the applicant is applying for: a. Formal (Accredited Higher Education qualifications) and/or informal qualifications/modules (SLP's, Microcredentials etc) b. Relevant work experience	
General Education Development (GED) - A USA qualification developed by the American Council on Education (ACE)		Candidates with a GED qualification may be admitted if they have a SAQA Certificate of Evaluation with NQF L4 equivalence, as well as minimum score of 145 out of 200 for all 4 GED subjects.	
OQSF Qualifications		Candidates with an OQSF Level 4 120-credit cognate qualification may be admitted once assessed and approved by the relevant Head of Faculty.	
IEB International Secondary Certificate		Candidates must have achieved Higher Certificate pass and meet the additional admission criteria (where applicable). A SAQA Certificate of Evaluation with NQF L4 equivalence is required.	



**ROSEBANK
INTERNATIONAL**

2026 Admission Requirements

IIE Higher Certificate in Office Administration



USAf Exemption Certificate

Candidates who have not yet obtained their SAQA Certificate of Evaluation for the school-leaving qualification but who have a USAf Exemption Certificate with at least 30% or equivalent for English, and meeting the additional admission requirements for a specific programme, may be considered for admission. These cases must be escalated to the OoR for approval.