CAVERSHAM EDUCATION INSTITUTE (NPO)
171-992 NPO – PBO – 930056846 - Reg No. 2008/018926/08 – ETDP – 5896
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2026 INFORMATION FOR ON-LINE NATIONAL DIPLOMA IN EARLY CHILDHOOD DEVELOPMENT AT NQF LEVEL 5

"Inspiring & professionalising ECD teachers to live & leave a lasting legacy"

ABOUT CAVERSHAM INSTITUTE

- A vibrant Non-Profit organization with Public Benefit (Section 18A) status.
- Offering ETDP SETA accredited Early Childhood Development (ECD) Qualifications at NQF Level 5 that are fully recognised for employment to teach in the birth to 4 year old sector
- Is also accredited with the QCTO to offer the Occupational Certificate : ECD Practitioner at level 4 that are fully recognised for employment to teach in the birth to 5 year old sector
- Honoured as "A Face of Quality in South Africa" in the 2018 national audit of ETDP SETA Providers.
- Has awarded 2130 accredited ECD L5 qualifications since 2008.
- Have 6 contact training centres in KwaZulu-Natal, two in the Western Cape.
- Have on-line L5 courses.
- An accredited level 1 B-BBEE provider.

THE NATIONAL DIPLOMA IN ECD (QUALIFICATION 23118) @ NQF LEVEL 5 (240 CREDITS)

Year 1
Comprises 17 compulsory modules for 82 credits specifically designed to equip teachers of young children, 2 – 6 years of age with the core knowledge and skills required to set up, plan, mediate, assess & evaluate an excellent ECD programme

Year 2
Comprises 17 compulsory modules for 47 credits that include the elective components to complete the requirements for the qualification. It provides in-depth specialized knowledge and skills to implement the SA National Curriculum Framework (NCF) for birth - four. It focuses on the professionalism of ECD teachers including writing a CV and interview skills.

Year 3
Comprises 14 compulsory modules for 111 credits that extend the foundation laid in the Higher Certificate to include working with vulnerable children, their parents and the community; a strong academic literacy component that culminates in a mini-thesis; skills in team work (leadership. co-operative learning, group dynamics, dealing with and resolving conflict); collaboration with parents and community partners. This year has proven invaluable to students who manage or open their own ECD centres of excellence.

CAVERSHAM INSTITUTE IS COMMITTED TO

- Offering excellent, high quality training for ECD teachers that not only provides accredited ECD
- qualifications, but also enhances personal growth, self-esteem and self-confidence.
- Offering excellent, relevant training that is up to date with the latest ECD policy developments in South Africa.
- Presenting course material in creative and interesting ways, supported by informative notes, and assignments.
- Training part-time, on alternate Saturday mornings, to enable students to combine work and study.
- Providing support and guidance to complete assignments,
- Submitting completed assignments to the ETDP SETA for accreditation and the recording of credits on the National Data Base.

TO BE ACCEPTED TO STUDY FOR A CAVERSHAM ECD QUALIFICATION

An applicant needs to:

- Have matric or Senior Certificate or an ECD Certificate at NQF level 4 or at least 5 years of teaching experience and qualify for matric exemption.
- Love young children
- Be teaching, volunteering or have access to a preschool to observe young children from birth to six and implement learning and assignments.

- Be dedicated to professional personal development & be resolute to implement the course content
- Be prepared to attend 80% of workshop sessions
- Be committed to complete all written assignments.
- Be competent in ECD teaching practice.

TO ATTEND THE ONLINE EARLY CHILDHOOD DEVELOPMENT (ECD) COURSE, A STUDENT NEEDS THE FOLLOWING:

Technical Requirements:

- **Reliable Internet Connection** – A stable internet connection to access course materials, live sessions, and interactive activities.
- **Device Compatibility** – A laptop, tablet, or desktop computer with a webcam and microphone for video conferencing.
- **Updated Software** – Access to a web browser, video conferencing software (Zoom), and any specific learning platforms used by the institution.
- **Email Account** – For receiving course updates, assignments, and communications.

Academic & Personal Readiness:

- **Basic Computer Skills** – Ability to navigate online platforms, submit assignments, and participate in virtual classrooms.
- **Time Management Skills** – Commitment to attending live sessions and completing coursework within deadlines.
- **Language Proficiency** – Basic understanding of the language of instruction to follow lessons effectively.

CAVERSHAM INSTITUTE COSTS 2025

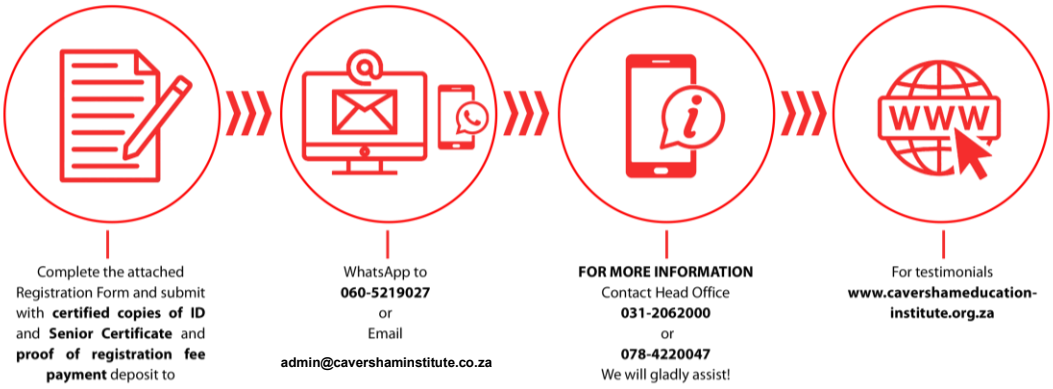
- A once off NON-REFUNDABLE registration and administration fee of R1,800 payable on registration.
- R 18,000 **per year of study** – payable in 10 monthly installments of R1,800 from February to November **each year,** or as a once off **annual payment** of R17,100 before end February.
- Fees cover lectures, notes, files, teas, assessment, certificates and awarding of credits

YOU ARE REQUESTED TO MAKE ALL PAYMENTS ELECTRONICALLY EITHER BY EFT, DIRECT DEPOSIT AT THE BANK OR A STOP ORDER

BANKING DETAILS	
Bank:	Nedbank
Name of Account:	Caversham Education Institute
Account Number:	1380144078
Branch Code:	138-026

JOIN CAVERSHAM EDUCATION INSTITUTE
ESTABLISHED AND TRUSTED SINCE 2008 FOR DELIVERING QUALITY ECD TRAINING

REGISTER TODAY FOR AN ACCREDITED QUALIFICATION FOR TEACHING PRE-GRADE R!



CAVERSHAM EDUCATION INSTITUTE (NPO)
EARLY YEARS (eYe) EDUCATION

For Official Use
STUDENT NUMBER

2026 – 2028 ON-LINE REGISTRATION FOR THE NATIONAL DIPLOMA IN ECD

Send completed FORM, certified copies of your ID document, Matric Certificate and proof of payment and completed STUDENT AGREEMENT together to
admin@cavershameducationinstitute.co.za or Whatsapp: 060 521 9027

BANK DETAILS		
Bank: *Nedbank*	**Name of Account**: *Caversham Education Institute*	**Account Number**:*1380144078*
Branch Code: *138026*	Reference: ***Your FULL Name (e.g. Kate Smith)***	

STUDENT DETAILS								
Please attach CERTIFIED copies of your ID document and Matric Certificate.								
TITLE	Mr	Mrs	Miss	Ms	SURNAME			
FIRST NAMES								
NAME KNOWN BY								
ID NUMBER					DATE OF BIRTH			
NATIONALITY								
ETHNIC GROUP	Black	Asian	Coloured	White	DISABILITY	Yes	No	
POSTAL ADDRESS								
RESIDENTIAL ADDRESS								
TELEPHONE:	HOME		CELL					
EMAIL ADDRESS								
REGION WHERE YOU LIVE								
TYPE OF INTERNET CONNECTION (Tick one or more that you can access)	Fibre	Data	Wi-Fi					
NAME OF THE HIGH SCHOOL								
HIGHEST LEVEL OF EDUCATION		YEAR OBTAINED						
HIGHEST QUALIFICATION		YEAR OBTAINED						
PREVIOUS TRAINING (if any)								
TEACHING EXPERIENCE (if any)								

EMPLOYEMENT DETAILS				
ARE YOU EMPLOYED?	NO	YES, PART-TIME	YES, FULL-TIME	
WHERE ARE YOU EMPLOYEED?				
POSITION				
SINCE WHEN? (MONTH & YEAR)				

PLEASE PROVIDE, BELOW, DETAILS OF ANY MEDICAL CONDITIONS OF WHICH WE SHOULD BE AWARE (e.g. allergies, diabetes, epilepsy):

WHERE DID YOU HEAR ABOUT CAVERSHAM INSTITUTE?			
Internet	Magazine/Newspaper	Friend	Open/Information Day

SCHOOL WHERE YOU WILL BE OBSERVING OR ARE TEACHING – IF POSSIBLE	
NAME	
PRINCIPAL/SUPERVISOR	
TEL NUMBER	
EMAIL ADDRESS	

INFORMATION FOR ACCOUNT PURPOSES				
NAME OF PERSON RESPONSIBLE FOR THE ACCOUNT				
Relationship to student?	Spouse	Parent	Sponsor	
TEL NUMBER		CELL NUMBER		
EMAIL ADDRESS				

ALTERNATIVE CONTACT DETAILS			
NAME		RELATIONSHIP	
TELEPHONE		TELEPHONE	

CAVERSHAM EDUCATION INSTITUTE (NPO)

STUDENT AGREEMENT FOR THE L5 NATIONAL DIPLOMA IN ECD 2026 & 2028

This Agreement forms part of your REGISTRATION submission and must be submitted with your Registration form and supporting documents.

I, ... ID Number: .....

Hereby register for the L5 National Diploma in ECD offered by Caversham Education Institute in 2025-2027.
All information on the accompanying REGISTRATION FORM *is correct and certified copies of all required certificates are attached.*

I understand and accept that I

- Have a matric (Grade 12), an ECD certificate at NQF level 4 (certified copy attached) or have at least 5 years of teaching experience and qualify for matric exemption.
- Have access to a preschool class or small group of young children.
- Attend all lectures, and where one is missed to make arrangements to "catch up".
- That an attendance of 80% of lectures (workshop sessions) is mandatory.
- Complete all written assignments within the required time frame.
- Keep a portfolio of my own and learner's work and provide a testimony of the impact the Caversham Course has had on my life
- Am responsible for the payment of a once off, **NON-REFUNDABLE** application fee of R150 upon receiving the application form.
- Am responsible for payment of the once off **NON-REFUNDABLE** administration fee of R1,800 on registration before I can be enrolled
- Am responsible for the payment of R18,000 per year. A payment of R1800 each month will be paid from February 2026 to November 2028.
- By the 31st of November each year the full annual fee of R18,000 will be paid.

I also Understand that:

- Should any student leave during the year a month's written notice and a month's fee is required.
- Should fees not be kept up-to-date Caversham has the right to:
  - Stop attendance of the course
  - Refuse notes
  - Refuse to undertake any assessment, including the marking of assignments and workplace assessment
  - Not submit your portfolio of evidence to National ETDP SETA for verification
  - Withhold your certificate, if issued, until outstanding fees are paid
  - Pursue legal measures

I further understand that

- All materials are the property of Caversham Education Institute. **All rights to the materials are reserved and they may not be copied, reproduced or used** without written permission by the Director.
- Credits from the Higher Certificate are not recognised by universities
- This qualification is for teaching Pre Grade R and not for teaching Grade R in State Schools
- Final assessment for accreditation will only be conducted on the satisfactory completion of the above requirements and will take place in the classroom / work site. This assessment will measure my competence in implementing an effective ECD programme, according to Caversham principles.
- My Portfolio of Evidence will be stored by Caversham for a period of 5 years and thereafter, if not collected will be recycled. Copies of my work are my responsibility.
- Caversham Institute will comply with POPI regulations and will process all the information and/or personal data in respect of the training offered in accordance with the said regulation and only for the purpose of providing the Services set out in the agreement.

....
Student signature Date

....
Person responsible for payment Date

....
Witnessed Date