



**Certificate in Advanced
Farm Management**

SAQA ID 49011 & 49010, NQF 5

**STUDY PROSPECTUS
2021**

COURSE OVERVIEW

Certificate in Farm Management

Contribute 120 Credits to the National Diploma

SAQA ID 49011 & 49010, NQF 5

The Certificate in Farm Management is an academic on-line programme supported by practical hands-on modules, developed for the Southern African Agricultural Industry. The qualification focuses on the management and operational requirements needed by farm managers to manage a farming business successfully. This management course is designed to provide core knowledge and skills to farm managers to ensure optimum production, performance and profit on any commercial farm.

Good business management is vitally important for any agricultural venture's commercial success. It is important to learn the essential managerial skills to make an agricultural business succeed.

In this programme the farm manager will learn about business and financial management best practices, office and legal practice, human resource management, building own computer models, global business strategy and research methods in commercial agriculture.

This Farm Management Programme will enable learners to demonstrate an understanding of the documentation, processing and recording of an agricultural business's financial transactions. Communicate effectively with the business stakeholders. Show what it means to be a general manager. Cost and price products and manage working capital.

On completion, students will be well positioned to extend learning and practice into other sub-fields such as a proceeding to the National Diploma in Animal- or Plant Production.

PROGRAMME

WHAT YOU STUDY

Training Modules

1. Introduction to farm management
2. Business Communication skills
3. Business ownership
4. Farm Business Planning
5. Operational Planning and Execution
6. Production management
7. Financial management
8. Input procurement, Purchasing and Stock control
9. Human Resource Management

10. Sustainable resource management

ADMISSION REQUIREMENTS

- Minimum admission requirements:
- National Senior Certificate (Grade 12), or National Certificate (Vocational) that allows entrance to Diploma or Higher Certificate studies with a minimum Application Point of 20
- English tuition language with a minimum achievement on level 3 (40%)
- Mathematical Literacy with a minimum achievement level 4 (50%), or
- Mathematics with a minimum achievement level 2 (30%)

KEY OUTCOMES OF THE CURRICULUM

- Role and task of a manager
- Ethics and Professionalism
- Organisational politics
- Achieve common goals
- Verbal and business communication
- Legal entities and business types
- Farm and business planning
- Enterprise budgets and cost benchmarking
- Marketing
- Business structure and organograms
- Farm record keeping
- Understand farming operations
- Strategic planning
- Operational Management Systems
- Manage farm machinery and buildings
- Production Planning and Management
- Costing as a benchmark for decision making
- Data collection, interpretation and BI-Systems
- Use Scorecards and Dashboards
- Capital requirements
- Cost, profit & Breakeven
- Cashflow and cash management
- Cost allocation & Income Statement
- Balance sheet, Profit and Loss account
- Controlling budgets
- Interpretation of financial statements
- Value Added Tax
- Credit management and Control
- Planning and Procurement of Inputs
- Warehouse Management
- Stock distribution and enterprise recording

- The Nature of Thought
- Management and Leadership
- People Management
- Conflict Management
- Time management
- Staff recruitment and contracting
- Training and development of staff
- Labour relations Act
- Occupational Health and Safety
- Supervision

SKILLS AND JOB OPPORTUNITIES

You will develop, over the tenure of your studies, a critical understanding of farm Management in the modern era and working in a global economy. You will gain practical and relevant skills that will enable you to work in the commercial primary- and secondary agricultural production sectors.

All course content is based and supported by the latest industry developments, and these best practices will allow to you to participate meaningfully in farm management operations. Graduates will be able to enter the primary- and secondary agricultural workplace and establish a thriving career through hard work and commitment.

METHODOLOGY

The Certificate in farm Management is presented as an exciting e-learning programme. This is done through own studies, reading and the online submission of assignments.

This is a participatory learning programme, where the student will also be able to communicate with fellow students across the country via, Agri-social, our social media platform. This platform allows for questions to be discussed, and the opportunity to upload and share interesting articles, images, and videos. Throughout the academic year, lecturers will be available on the Agri-social platform. They are also readily accessible via email, SMS, WhatsApp or direct telephonic contact.

Theoretical studies are completed through our online Agri-learn platform and the student is provided with a practical logbook to achieve practical competencies and experiences though the student's own workplace. Where needed, students will be assisted towards practical competence through our work placement programme.

ACADEMIC FEES

The following academic fees are applicable for 2021

Methods of payment:	Year 1 (2021): R 28 000
At registration:	R 2 000.00
After registration: 50% deposit	R 13 000.00
At the start of the second term: (outstanding balance)	R 13 000.00

ALTERNATIVE PAYMENT ARRANGEMENT

If you are not in a financial position to pay the full quarterly amount, you may apply in writing for the payment of modules on a month to month basis. Please direct your application to: The Financial Director, admin@ahasa.africa

WHY i3A?

- Courses are SAQA accredited
- World class lectures and affiliated academics
- Custom designed online Agricultural Campus that includes e-learning modules and an online encyclopaedia for lifelong support
- Practical training facilities

TO FIND OUT MORE:

www.ahasa.africa

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