



Certificate in Surface Blasting Technology
COURSE REQUIREMENTS/INSTRUCTIONS – 09/2009

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COURSE DURATION

Maximum of **1 year** from date of enrolment. Should you exceed the course period, you may **re-enrol** in the following year only, again for 1 year study period in order to complete the course. **Re-enrolment fee is R500 extra per module.**

ASSIGNMENTS

There is 1 for each module & these are on the CD. They must be sent to us for evaluation, either by post or email, **no fax**. *See notes below on completion & emailing procedures.* All 3 assignments must be completed before the exam can be written. The pass mark is 50%. Should you not pass the assignment, you may resubmit. Please mark your **NAME, COMPANY, POSTAL ADDRESS, TELEPHONE, EMAIL** on the assignment. Answer all questions briefly, to the point and use **your own words**. The length of your answer should be guided by the number of marks allocated to the question i.e. 1 mark per fact of information.

FINAL EXAMINATION

The final exam is written at your place of work. After you have finished **all** the assignments you may write the exam, a **manager or responsible** official from your company must **post or email a letter** to us, confirming that they shall be responsible for and will invigilate during the exam, on a date agreed to between the two of you. The exam paper will be sent directly to this person and they will also be responsible for **sending the exam to us** afterwards, for assessment. Please ask your manager to retain a copy of your exam answer paper in case it gets lost.

Completion/Submission of Assignments and Exams :

The preferred method is for you to type directly on your PC, using the assessment or exam paper provided to you. When it is emailed to us, either by yourself (for assignments) or by your manager (for exams), it must be **attached** to the email, **please do not cut/paste into the email itself**. If you prefer to handwrite your work, then it can either be posted or scanned to us. If it is scanned, then the preferred method is for it to be converted into PDF format. Please do not scan your document as a picture, or tif or jpeg file as it becomes illegible. It also comes out as separate files for each page, making it difficult to mark. Faxing is not permissible at all.

Should you not pass the exam, you will be entitled to re-write within 2 months of the first exam, subject to an administration fee of R300.

The exam consists of two sections, Part A and Part B. Part A is a closed book written exam and Part B is an open-book "project". The two do not have to be written at the same sitting. You may use a PC to write up the exam if you wish to email it back to us.

The pass mark for the exam is 50%. Do not use any computer programs for the calculations in part B of the exam.

CERTIFICATION

The final certificate is posted from the Academy after you have passed all assignments and the exam. They are normally only issued twice a year. You will be required to supply us with a clear copy of your ID document, which can be emailed to us or sent by post