

26 March 2020

South African Law School Cape Town
6th Floor Absa Building
132 Adderley Street
Cape Town
8001

ACCREDITATION NUMBER:071904000836

RE-ACCREDITATION

As per delegation of the Quality Council for Trades and Occupations (QCTO) in terms of the NQF Act (Act No.67 of 2008) and Skills Development Act, 1998 (Act No. 97 of 1998) as amended. This is to confirm that **South African Law School Cape Town** has been re-accredited by SASSETA ETQA until 30 June 2021 based on the expiry date of the qualifications/unit standard/s which ever one occurs.


South African Law School Cape Town is accredited for the following Qualification National Certificate: **Paralegal Practice NQF Level 5: ID (97228/49597)** limited to the following unit standards:

SAQA ID	UNIT STANDARD TITLE	NQF LEVEL	CREDIT/S
115855	Create, maintain and update record keeping systems	5	5
119503	Demonstrate an understanding of procedures in courts and other for a	5	20
119508	Demonstrate an understanding of South African law and the legal system with specific emphasis on Paralegalism	5	15
115823	Gather and manage information for decision making	5	5
119509	Guide and refer clients in terms of legal enquiries	5	10
7865	Improve service to customers	5	6
8663	Plan and conduct a research project	5	6
110531	Plan, organize and control the day-to-day administration of an office support function	5	4
14505	Apply the principles of ethics and professionalism to a business environment	6	6
116104	Use technology effectively in the practice of law	6	6
119505	Apply fundamentals legal concepts, principles, theories and values within a paralegal sector	5	20
8647	Apply workplace communication skills	5	10
11994	Monitor, reflect and improve on own performance	5	3
13948	Negotiate an agreement or deal in an authentic work situation	4	5
114738	Perform financial planning and control functions for a small business	4	6
15093	Demonstrate insight into democracy as a form governance and its implications for a diverse society	5	5

South African Law School Cape Town is also required to submit updated business legislative documentations as they expire (e.g. Tax Clearance Certificate) and quarterly reports to the SASSETA ETQA Department. Please further note that there is no automatic re-accreditation, it is the responsibility of the Skills Development Provider to submit a written request to the SASSETA ETQA when the status is due to expire.

Should you have any queries please contact ETQA Department on 011 087 5500.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'R. Ndlebe', written over a horizontal line.

Ms. Rachel Ndlebe
Acting ETQA: Manager