



APPLICATION POLICY 2023

Imbali Visual Literacy Project is a non-profit organization specializing in crafts and design training for creative entrepreneurs. This ultimately leads to job creation opportunities and economic empowerment for these individuals. Imbali is a professional training provider registered with the CATHS SETA. With a 33-year track record, Imbali is a leader in the field.

Our vision: We change people's lives through arts education and training.

Our mission: Imbali is committed to achieving and maintaining a leadership role in the arts, crafts and design education and training sector through upholding high standards of training and professional teacher development, emphasizing quality, creativity and innovation in everything we do.

Admission requirements for our Crafts Training Programme

Imbali admits students who are over 18 years old and have a passion for craft, art and design. This is determined by an interview between the prospective students and Imbali staff. At this interview any items that the prospective student has made are looked at and their interests and visions for their future are discussed.

Based on the interview, prospective students' suitability for the programme is decided.

For an NQF 2 in Craft Production and an NQF 2 in Craft Enterprise, a grade 10 pass is required.

Phase 1: All new applicants	Activities	Requirements
November 2022 to January 2023	Application form available on Imbali's website or from the office, Complete application form and book an appointment for an interview.	Application form completed Diarise date for interview
Phase 2		
16 Jan – 8 Feb 2023	Interview Applications are still open	• ID or Passport • Highest Qualifications (Last school report or Matric certificate, Tertiary Qualifications) • Portfolio of art works including handmade products or visual artworks.
Phase 3		
Accepted students	Successful applicants will be notified after the interview. Acceptance based on the interview and portfolio or work brought by the candidate.	
Phase 4		
Accepted students	Complete registration form, pay registration fee	• ID or Passport • Highest Qualifications (Last school report or Matric certificate, Tertiary Qualifications) • Registration fee of R200

Admission Process:

Acceptance to the training programme is based on an interview and presentation of a portfolio.

Interviews are conducted by the Imbali staff. The interviewers may include the Director, Office manager, Facilitators and the Project Co-ordinator. Candidates are asked to bring their own handmade products, art work or drawings (we also accept pictures in the form of print-outs or digital). Also bring your ID or Passport and highest qualifications.

Interview questions are designed to gain insight into who you are, your background, your financial situation, interests and aspirations.

In addition to the interview, you will be asked questions based on your work, about the technique you use, your material and processes. At the end of the interview, you are invited to ask any questions you may have.

Portfolio: Presentation of your handmade products or art works. A minimum of 3 handmade product or visual art works must be brought to the interview. Photos or digital images of your works are acceptable but first preference is your actual work. Your products must be well-finished and your visual artworks or drawings should be well presented.

Accepted candidates: if the candidate is deemed suitable for the programme they will be required to pay a **registration fee of R200**. On acceptance onto the programme the student will pay the full 2-year course discounted fee of **R1800** by the end of the first term. If fees are not paid by the end of the first term, the fees increase to **R2100**
(Both the registration and course fee are non-refundable)

The Imbali Training Programme starts promptly at **9am on Monday 13 February 2023**.

The first few days of a new programme always start with an orientation into the school and the course. At orientation, students are issued with a course outline, *learner induction manual* and code of conduct. They are also introduced to facilities and equipment as well as staff.

All documents to do with the registration and orientation should be kept indefinitely by the learner. Copies are also kept on file at Imbali.

1. Course description:

2-year crafts training programme:

For the first 18 months, the student attends full time at Imbali. The final 6 months is an incubator period where students are supported to start their own business, develop their own designs for craft products and work in a production environment making craft products. The 2 year programme also includes a facilitation course following which each student is required to run an outreach. Each module is specifically planned, with a detailed programme of activities. The 18 months of training covers unit standards for a *Craft Production Skills Programme* and a *Craft Enterprise Skills Programme* (both accredited through the CATHS Seta).

Teachers who are specialists in their fields are allocated to each module. Imbali has fully equipped ceramics and textile studios to train in a range of ceramics techniques and screen printing, block printing, sewing, weaving, pattern designing and making and other textile-design techniques. In addition to these skills, students also learn jewelry making and the creation of products using recycled materials. Students are fully involved in the entire process from conception to finish, and learn how to design, develop, create and complete their craft products to a level where they are ready to be sold.

Specific crafts course-modules are designed to develop increasing levels of skill and competency, starting from the most basic (beginner) stage, eventually reaching the point where participants are fully marketable. Since we are aiming at developing sustainable income-generating activities in the longer term, courses in literacy, numeracy, entrepreneurial skills, managing finances, simple market research, costing and pricing, marketing and sales are included as part of the training programme.

We also include modules on writing, researching, exhibition design and an Introduction to Facilitation. Students also participate in producing an annual newsletter. The students produce all aspects of the newsletter, including the majority of the photography.

YEAR 1:

[CPR/CraProd/48806/03](#)

	Craft Production		
SAQA ID		Level	Credit
115128	Identify and prepare materials, tools and equipment for craft production:	2	10
115131	Make marketable craft product:	2	15
115134	Produce sequences of the same craft product:	2	10
115136	Review and finish craft products for market:	2	12
Total Credits 47			

YEAR 1-2:

[CRE/CRAFENter/48806/05](#)

	Craft Enterprise		
SAQA ID		Level	Credit
115144	Plan production of craft products:	2	8
115140	Control stock and material for craft production:	2	8
115138	Cost and price craft products for a sustainable craft enterprise:	2	10
115147	Function in a craft business environment:	2	8
Total Credits 34			

Additional Unit Standard

[48809-CRAFT ENTERPRISE](#)

SAQA ID		Level	Credit
115139	Develop innovative craft products	4	15
Total Credits 34			

YEAR 3:

[48809-CRAFT ENTERPRISE](#)

SAQA ID		Level	Credit
119460	Use language and communication in occupational learning programmes	4	5
Total Credits 34			

2. Assessment

Imbali employs a comprehensive approach to assessment that is focused on helping the learner to acquire the skills and knowledge, attitude and values needed to be a professional crafter and entrepreneur. Each project/assignment involves learning something new through demonstration, observation and implementation. Imbali trainers are able to support the learner to ensure they achieve the required results for each project/activity.

Formative assessment takes place throughout the project with the Imbali facilitators and trainers giving input to the learners as they work. This ongoing assessment focuses on class assignments, regular attendance and active engagement on the part of the learner in classes, activities, discussions and report back sessions.

Summative assessment takes place on completion of each project. The finished piece is assessed by

the Imbali trainers and facilitators as well as a SAQA accredited assessor according to the unit standards and pre-defined criteria set out at the beginning of the project. An assessment template specifying the criteria for the project is completed for each learner.

IMPORTANT INFORMATION

This is a full time course. We run from Monday to Thursday, 9am to 3pm with an hour lunch from 12-1pm. We follow the Gauteng school calendar.

CONTACT DETAILS OF IMBALI:

P.O BOX 522613, Saxonwold, 2132
The Bus Factory, 3 Helen Joseph Street, Newtown, 2001
Telephone: 011 492 3333
Portia Thenjwayo Cell: 081 723 4168

Email: Imbali@absamail.co.za

Website: www.imbali.za.org

Facebook: Imbali Visual Literacy Project