

Educating  
Future-Ready  
Graduates  
Since 1978



isa carstens®  
A C A D E M Y      SINCE 1978

## WELCOME TO THE ISA CARSTENS® ACADEMY

As a leader in academic quality and innovation in the Health and Skincare Industry, Isa Carstens® Academy is recognised as a top national training institution and is devoted to excellence in teaching, learning, and developing students and entrepreneurs who make a difference nationally and internationally.

Established in 1978, Isa Carstens® Academy has trained more than 4 700 graduates.

With a continuing passion in an ever-evolving industry and our inspiration and commitment to excellence, we are proud to offer highly personalised education.

Based on two campuses, Stellenbosch in the Western Cape and Pretoria in Gauteng, Isa Carstens® Academy offers contact-, blended- and distance learning programmes.



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## SENATE

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The Senate of Isa Carstens® Academy is the highest decision-making authority of education. The Senate oversees all academic quality assurance processes, ensuring that students receive the required knowledge, skills and expertise to meet the demands of the marketplace and to excel in a local and international working environment.

SECURE LADIES RESIDENCES IN  
**STELLENBOSCH & PRETORIA**

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CAMPUSES IN  
**STELLENBOSCH & PRETORIA**

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PIONEER IN OUR FIELD AS  
**1ST CIDESCO SCHOOL IN SOUTH AFRICA**

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SAAHSP  
**FOUNDING MEMBER**

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MORE THAN 4700  
**GRADUATES WORLDWIDE**

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48+ YEARS OF  
**TRUSTED HERITAGE**



TRUSTED  
ESTABLISHED  
**REPUTABLE**

Educating future-ready  
graduates since 1978.

# COURSES AT A GLANCE

| HIGHER CERTIFICATE IN<br>FRONT OFFICE<br>ADMINISTRATION                                                                                                                                                                                                                                                                                                                                                                        | DIPLOMA IN<br>SOMATOLOGY                                                                                                                                                                                                                                                                                                                 | ADVANCED DIPLOMA IN<br>DERMAL AESTHETICS                                                                                                                                                                                                                                                                     | ADVANCED DIPLOMA IN<br>SPA & SALON MANGAGEMENT                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Duration: 1 Year Full Time</li> <li>• NQF Level 5 (125 credits)</li> <li>• SAQA ID: 111453</li> </ul>                                                                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>• Duration: 3 Years Full Time</li> <li>• NQF Level 6 (365 credits)</li> <li>• SAQA ID: 83046</li> </ul>                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>• Duration: 1 Year Distance Learning</li> <li>• NQF Level 7 (120 credits)</li> <li>• SAQA ID: 97898</li> </ul>                                                                                                                                                        | <ul style="list-style-type: none"> <li>• Duration: 1 Year Distance Learning</li> <li>• NQF Level 7 (120 credits)</li> <li>• SAQA ID: 124612</li> </ul>                                                                                                                                                                                                                                                                                                                                      |
| <b>ADMISSION REQUIREMENTS</b><br>National Senior Certificate with Higher Certificate study endorsement. English minimum 40%.                                                                                                                                                                                                                                                                                                   | <b>ADMISSION REQUIREMENTS</b><br>National Senior Certificate with Diploma Study Endorsement. Minimum 24 Admission Point Score (APS) excluding Life Orientation. English Home language or first additional language.<br><br>Life Science recommended.                                                                                     | <b>ADMISSION REQUIREMENTS</b><br>A three-year Diploma in Somatology (NQF Level 6, 365 credits) or equivalent qualification in a cognate field.                                                                                                                                                               | <b>ADMISSION REQUIREMENTS</b> <ul style="list-style-type: none"> <li>• A three-year Diploma in Somatology (365 credits, NQF Level 6) or an equivalent qualification in a related field.</li> <li>• A Bachelor's degree at NQF Level 7 in a relevant field such as Hospitality Management, Tourism Management, or Business Administration in Hospitality Operations Management.</li> </ul>                                                                                                   |
| <b>WHAT IT ENTIALS</b><br>Choose your path: Pursue a career in administration and retail marketing (theory only) or enhance your skills and add beauty and wellness services (theory and practical) for a salon or spa environment. Practical modules include Manicure, Pedicure, Nail Technology, Waxing, Make-up and Swedish Body Massage.                                                                                   | <b>WHAT IT ENTIALS</b><br>A highly specialised field of study focusing on the integration of knowledge from theory to practice and an in-depth knowledge and understanding of the human body with emphasis on the skin.                                                                                                                  | <b>WHAT IT ENTIALS</b><br>Addresses the needs of the Somatologist working under the supervision of medical practitioners in medical aesthetic clinics to perform a larger array of treatments.                                                                                                               | <b>WHAT IT ENTIALS</b><br>Designed to bridge the gap between technical expertise and managerial competence in the wellness sector. Equips experienced professionals, graduates, and aspiring entrepreneurs with the advanced business, financial, and leadership skills needed to manage and grow successful spa and salon businesses.                                                                                                                                                      |
| <b>CAREER OPPORTUNITIES</b> <ul style="list-style-type: none"> <li>• Selected Beauty Services at a spa, beauty or wellness center</li> <li>• Your own beauty business in services and sales</li> <li>• Front desk administrator or receptionist</li> <li>• Sales in products and services</li> <li>• Cosmetic counter sales and management</li> <li>• Aesthetic practice administrator</li> <li>• Assistant manager</li> </ul> | <b>CAREER OPPORTUNITIES</b> <ul style="list-style-type: none"> <li>• Somatologists at Skin and Body Care Clinics, Spas and Hydros</li> <li>• Somatologists on Cruise Liners.</li> <li>• Sales Representatives at Cosmetic Brands</li> <li>• Entrepreneurs</li> <li>• Trainers and Lecturers</li> <li>• Salon and Spa Managers</li> </ul> | <b>CAREER OPPORTUNITIES</b> <ul style="list-style-type: none"> <li>• Advanced Therapy at Medical Aesthetic Practices &amp; Skin Care Clinics</li> <li>• Dental Spas</li> <li>• Sales Representatives</li> <li>• Entrepreneurs</li> <li>• Trainers and Lecturers</li> <li>• Salon and Spa Managers</li> </ul> | <b>CAREER OPPORTUNITIES</b> <p>Graduates will be well-equipped to pursue a variety of leadership and entrepreneurial roles within the wellness industry, including:</p> <ul style="list-style-type: none"> <li>• Spa or Salon Manager</li> <li>• Entrepreneur / Small Business Owner</li> <li>• Business Consultant</li> <li>• New Business Developer</li> </ul> <p>Provides a strong pathway for further studies in business management, wellness management, or executive leadership.</p> |



# HIGHER CERTIFICATE IN FRONT OFFICE ADMINISTRATION

- Duration: 1 Year Full Time
- NQF Level 5 (125 credits)
- SAQA ID: 111453

The trillion-dollar health and wellness industry is growing rapidly, creating a strong demand for skilled professionals in front office administration, particularly in salon, spa, and wellness environments. To meet this demand, our program offers two distinct pathways to equip you with the expertise needed to excel in this dynamic field.

The modern professional is versatile and multi-skilled. Whether your passion lies in administration, sales, or hands-on beauty services, this program allows you to tailor your career within the thriving health and wellness industry.

## CHOOSE YOUR PATH

|                                                              | FRONT OFFICE<br>ADMINISTRATION<br>THEORY ONLY | FRONT OFFICE<br>ADMINISTRATION WITH<br><b>BEAUTY SERVICES</b><br>THEORY & PRACTICAL |
|--------------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------------------------------------|
| <b>THEORY SUBJECTS</b>                                       |                                               |                                                                                     |
| Front Office Administration                                  | ✓                                             | ✓                                                                                   |
| Office Technology & Data Processing                          | ✓                                             | ✓                                                                                   |
| Client Services & Ethics                                     | ✓                                             | ✓                                                                                   |
| Business Numeracy & Basic Accounting Practice                | ✓                                             | ✓                                                                                   |
| Business Communication                                       | ✓                                             | ✓                                                                                   |
| Retail Marketing                                             | ✓                                             | ✓                                                                                   |
| <b>PRACTICAL MODULES</b>                                     |                                               |                                                                                     |
| Manicure & Pedicure                                          |                                               | ✓                                                                                   |
| Nail Technology                                              |                                               | ✓                                                                                   |
| Waxing                                                       |                                               | ✓                                                                                   |
| Make-up                                                      |                                               | ✓                                                                                   |
| Swedish Massage                                              |                                               | ✓                                                                                   |
| <b>CAREER OPPORTUNITIES</b>                                  |                                               |                                                                                     |
| Front desk administrator, operator or receptionist           | ✓                                             | ✓                                                                                   |
| Sales in products and services                               | ✓                                             | ✓                                                                                   |
| Cosmetic counter sales and management                        | ✓                                             | ✓                                                                                   |
| Aesthetics or medical practice administrator                 | ✓                                             | ✓                                                                                   |
| Assistant manager                                            | ✓                                             | ✓                                                                                   |
| Your own beauty business in services and sales               | ✓                                             | ✓                                                                                   |
| Selected Beauty Services at a spa, beauty or wellness center |                                               | ✓                                                                                   |

## ADMISSION REQUIREMENTS

- A National Senior Certificate (NSC) from the South African Matriculation Board with endorsement from the Board certifying that you are eligible for Higher Certificate study at a tertiary institution.
- A minimum of 40% in the language of learning and teaching.
- Applicants who wrote examinations outside the borders of South Africa are required to have their qualifications verified by the South African Qualifications Authority (SAQA). Visit [saqa.org.za](http://saqa.org.za) for more information.

## MODE OF INSTRUCTION

Class contact sessions combined with work-integrated learning opportunities to combine theory and real-world practice.

# DIPLOMA IN SOMATOLOGY

- Duration: 3 Years Full Time
- NQF Level 6 (365 credits)
- SAQA ID: 83046

Somatology is a highly specialised field of study focusing on the integration of knowledge from theory to practice and an in-depth knowledge and understanding of the human body with emphasis on the skin.

## ADMISSION REQUIREMENTS

A National Senior Certificate (NSC) from the South African Matriculation Board with endorsement from the Board certifying that you are eligible for Diploma study at a tertiary institution.

Preference will be given to students who have achieved an Admission Point Score (APS) of 24 (twenty-four) and above (excluding Life Orientation). Subject requirements for an applicant to qualify for consideration:

- English home language or first additional language
- Life Sciences (Refer to the Bridging Module for students who do not have Life Science)

Exceptions:

- A Higher Certificate or Advanced Certificate in a cognate field will also be considered.
- Applicants who wrote examinations outside the borders of South Africa are required to have their qualifications verified by the South African Qualifications Authority (SAQA). Visit [saqa.org.za](http://saqa.org.za) for more information.



## BRIDGING MODULE

Students who did not have Life Science as a subject in school or achieved an average below 50% for Life Science in the NSC examination, must enrol for the in Anatomy and Physiology bridging module.

The bridging module aims to assist the student with the subject Anatomy and Physiology (105) during the first semester. The bridging module runs concurrently with the rest of the first-year subjects. The cost of the bridging module is confirmed annually. More information is available on request.

## MODE OF INSTRUCTION

Class contact sessions combined with work-integrated learning opportunities to combine theory and real-world practice.

## SCOPE OF TRAINING

The training program combines practical and theoretical learning, with a strong emphasis on hands-on experience to develop confidence, poise, and competence. Somatology is a highly personal service, requiring not only technical skills but also the ability to communicate effectively and maintain confidentiality. Through this training, you will master the art of professional interaction, ensuring that your manner, approach, and communication skills complement your technical expertise.

As a Somatologist, you will apply your practical skills and theoretical knowledge to provide preventative treatments and restore balance.

# YEAR 1

## SUBJECTS

- Anatomy and Physiology 105
- Biotics 105
- Business Practice 105
- Cosmetic Science 105
- Nutrition 105
- Academic Literacy 115
- Somatology 105 (Theory and Practical)

## PRACTICAL MODULES

- Manual Skincare Treatments
- Swedish Body Massage
- Body Exfoliation and Wraps
- Body Analysis
- Manicure and Pedicure
- Hair Removal Techniques
- Day and Evening Make-up

# YEAR 2

## SUBJECTS

- Anatomy and Physiology 206
- Biotics 206
- Business Management 206
- Cosmetic Science 206
- Research Principles and Academic Writing 206
- Nutrition 206
- Somatology 206 (Theory and Practical)

## PRACTICAL MODULES

- Electrotherapy
- Advanced Skin Analysis
- Holistic Massage with Aromatic Oils
- Hot Stone Massage
- Hair Removal Techniques, including electroepilation
- Advanced Make-up Techniques, including stage, bridal and photographic make-up
- Gel Nail System Application

# YEAR 3

## SUBJECTS

- Anatomy and Physiology 306
- Business Planning 307
- Chemistry of Oils 306
- Research Principles and Practice 307
- Somatology 307 (Theory and Practical)

## PRACTICAL MODULES

- Chemical Peels
- Microdermabrasion
- Advanced Holistic Massage with Aromatic Oils
- Spa and Hydrotherapy
- Spa Management
- Advanced Massage Techniques
- Manual Lymph Drainage
- Radio Frequency
- Microneedling



# ADVANCED DIPLOMA IN DERMAL AESTHETICS

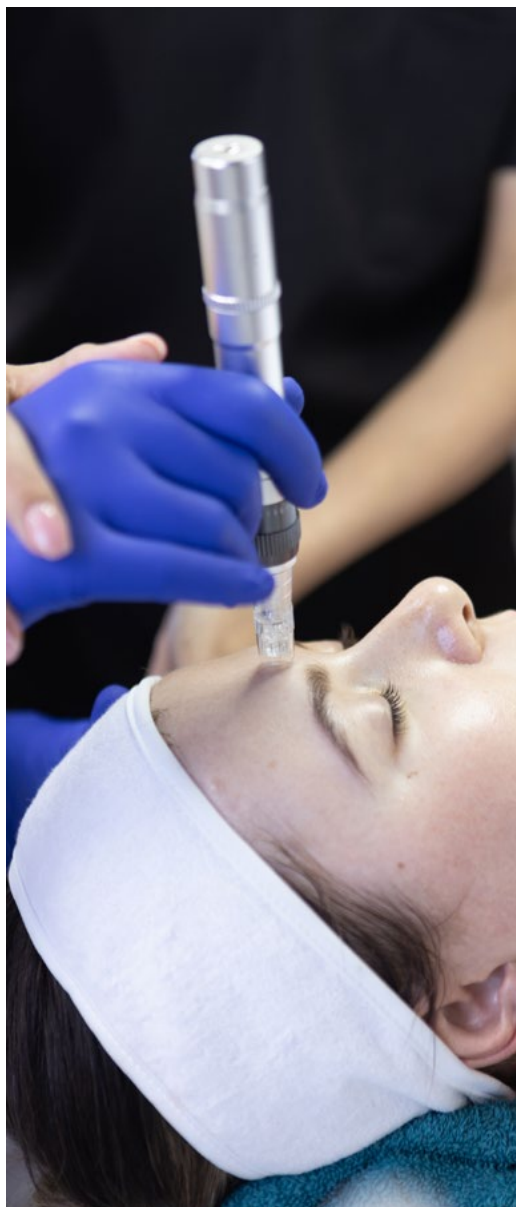
- Duration: 1 Year Distance Learning
- NQF Level 7 (120 credits)
- SAQA ID: 97898

Medical practitioners are relying on Somatologists to complement their offerings in medical aesthetics clinics and consequently Somatologists perform a large array of treatments under the supervision of medical practitioners.

The Advanced Diploma in Dermal Aesthetics has been developed to address the needs of the Somatologist working in this specialised field.

## ADMISSION REQUIREMENTS

- A three-year Diploma in Somatology (NQF Level 6, 365 credits) or equivalent qualification in a cognate field
- Students may also provide evidence of prior learning (RPL)



## SUBJECTS

- Advanced Dermal Science
- Advanced Procedures in Aesthetic Treatments
- Applied Cosmetic Science
- Dermal Pathophysiology
- Practice Management
- Research Methodology

The following topics will be covered during the course:

- The Ageing Skin
- Scarring and Wound Healing
- Pigmentation
- Acne and Rosacea
- Allergic and Reactive Skin Conditions
- Body Treatments

## PRACTICAL MODULES

- Advanced Microneedling
- IPL and Laser
- Cryotherapy
- Dermaplaning
- Radio Frequency
- Advanced Chemical Peels
- LED Therapy and more.

## MODE OF INSTRUCTION

The Advanced Diploma in Dermal Aesthetics is a distance learning programme enabling the student to continue their employment while completing his/her qualification. In order to support the student in acquiring the necessary advanced skills, the programme will include various learning opportunities:

- Contact sessions via live streaming presented after hours.
- Practical block contact sessions will be hosted at the Stellenbosch and/or Pretoria campuses throughout the year.
- Independent study with the aid of study guides, carefully developed assignments and class tests guide students through the course in order to prepare them for the summative examination at the end of the year.

# ADVANCED DIPLOMA IN SPA & SALON MANAGEMENT

- Duration: 1 Year Distance Learning
- NQF Level 7 (120 credits)
- SAQA ID: 124612

The Advanced Diploma in Spa and Salon Management (NQF 7) is designed to bridge the gap between technical expertise and managerial competence in the wellness sector. This programme equips experienced professionals, graduates, and aspiring entrepreneurs with the advanced business, financial, and leadership skills needed to manage and grow successful spa and salon businesses.

Through distance learning, students gain knowledge in operations, finance, marketing, HR, leadership, and entrepreneurship - all tailored to the unique needs of the spa and salon industry.

The qualification prepares graduates for leadership roles, enhances entrepreneurial capacity, and fosters business sustainability within the fast-growing wellness economy.



## ADMISSION REQUIREMENTS

You may qualify in any one of these ways:

- A three-year Diploma in Somatology (minimum 365 credits at NQF Level 6), or an equivalent qualification in a related field.
- A Bachelor's degree at NQF Level 7 in a relevant discipline, such as Hospitality Management, Tourism Management or Business Administration, with a focus on Hospitality Operations Management.
- A minimum of five years' relevant industry experience.

Additional selection criteria:

- Students must have completed an NQF Level 6 qualification with Business Practice or Business Management subjects at exit level.
- Proficiency in the language of learning.
- Admission is subject to review and approval by the Senate, which may adjust minimum requirements where necessary.

Students may also provide evidence of prior learning (RPL)

## SUBJECTS

- Spa and Salon: Operational Management
- Spa and Salon: Human Resource Management
- Spa and Salon: Financial Management
- Marketing, PR and Social Media

## MODE OF INSTRUCTION

The Advanced Diploma in Spa & Salon Management is a distance learning programme enabling the student to continue their employment while completing his/her qualification.

In order to support the student, the programme will include various learning opportunities:

- Contact sessions via live streaming presented after hours.
- Independent study with the aid of study guides, carefully developed assignments and class tests guide students through the course in order to prepare them for the summative examination at the end of the year.

- Spa and Salon: Retail Management
- Leadership
- Entrepreneurship
- Research Methodology

# ABOUT THE ACADEMY

## OUR VISION

Pioneering and shaping the global wellness landscape, making sustainable and transformative well-being accessible for all.

## OUR MISSION

The Isa Carstens® Academy strives, with integrity, to provide the highest professional standard of education and training to ensure that we develop highly skilled and employable graduates. As a dedicated team, we strive to realise this by:

- Serving the best interest of our students' mental, physical and intellectual needs so that they may achieve excellence and become employable graduates.
- Ensuring that we obtain and develop new knowledge in our field of training.
- Maintaining a high ethical code of conduct and setting a professional standard which will instil pride in our students and the Isa Carstens® Academy.

## OUR VALUES

### **Humanity in Practice. Impact by Design.**

Our values are more than words on a page.

They are the principles that guide how we teach, collaborate and contribute to the wellness industry. They reflect our commitment to developing future-ready therapists and holistic skin strategists who lead with knowledge, integrity and care.

**Humanness** – We uplift each other.

We connect, support and grow together.

**Quality** – We take pride in everything we do.

We strive for excellence in every detail.

**Pioneering** – We shape what's next.

We think boldly and innovate with purpose.

**Wellbeing** – We practise what we teach.

We prioritise balance, wellbeing and growth.



## FACILITIES

- Fully equipped lecture rooms.
- Fully equipped skin and body care clinics for practical training.
- Library and resource centres available at both campuses as well as an online library.

Students in need of accommodation are urged to submit their online application to the academy and residence as early as possible. Limited space available.

## ACCOMMODATION

The Isa Carstens® Academy offers two ladies' residences. The Stellenbosch residence is centrally situated close to all amenities and approximately five minutes' walk to the Isa Carstens® Academy, whilst the Pretoria residences are situated on campus. Both residences offer furnished student accommodation in a safe and secure environment with secure access control.

## WORK INTEGRATED LEARNING

The Academy provides students with the opportunity to undergo part of the work-integrated learning at the campus. Both campuses house the upmarket Isa Carstens® Work Integrated centres open to the public where students gain valuable practical experience. Part of the Work Integrated Learning hours are completed at an establishment of choice (such as a spa, salon, wellness centre or medical aesthetic practice). A detailed Work Integrated Learning Policy is available on request.



# STUDENT SUPPORT



Educating future-ready graduates since 1978.

## COUNSELLING SERVICES

Isa Carstens® Academy prioritises the overall health and well-being of its students, recognising that physical, emotional, and psychosocial wellness is essential to academic success. The Academy provides access to professional counselling services through external providers, with contact details readily available to students. These services include support for stress management, trauma counselling, and critical incident management.

## ACADEMIC SUPPORT

Regular reviews are conducted to provide feedback to individual students on their performance in collaboration with the education team to monitor students' progress and the effectiveness of training and teaching methods.

"The future belongs to those who believe in the beauty of their dreams"





# POLICIES

## RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) is a process of assessing the knowledge and skills of a person against a qualification or part thereof. The process involves the identification, assessment and acknowledgment of knowledge and skills obtained through informal, non-formal and formal learning. The policy on RPL is available on request.

## FINANCE

Fees are confirmed on an annual basis.

The fee structure consists of the following:

- Reservation fee
- Tuition fee
- Uniform, textbooks and kit fees
- Membership fees (SAAHSP & CIDESCO)

A Refund Policy is available on request. Should it be necessary, arrangements to accommodate the payment of fees should be made well in advance. We can further refer you to several financial service providers for assistance.

## LANGUAGE POLICY

The Isa Carstens® Academy is committed to accommodating a diverse national and international student body by using English as the primary language of communication, teaching, and learning. This ensures that students are equipped with the skills necessary to access global knowledge and pursue career opportunities worldwide, particularly in the Health and Wellness Industry, where international engagement is crucial.

Competence in English is a prerequisite for studies; however, academic literacy support in English is available for students who require assistance. A detailed copy of the Language Policy is available on request.

## HEALTH AND WELLNESS POLICY

Isa Carstens® Academy values the importance of maintaining a healthy and balanced lifestyle, particularly given the challenges of higher education. The Academy is dedicated to fostering an environment that supports physical health, mental well-being, and a sustainable work-life balance, helping students achieve their full potential. A detailed copy of the Health and Wellness Policy is available on request.

## DISABILITY POLICY

The Isa Carstens® Academy recognises the right of students with disabilities to request reasonable accommodations that will facilitate their full and equal participation in the services and facilities of the Academy.

The Academy reserves the right to request the submission of a medical report from a registered doctor (physical and sensory impairments) or clinical/educational psychologist/psychiatrist (cognitive and psychological impairments). Disclosed information will be treated as private and confidential. A detailed Disability Policy is available on request.

## ENROLMENT POLICY

A student enrolment contract is available on request. Students are required to sign a contractual agreement with the Isa Carstens® Academy upon registration.

## RULES OF PROGRESSION AND RULES OF COMBINATION (DIPLOMA IN SOMATOLOGY)

For students to progress to the next year of study, a minimum of 70% of their total credits for the year needs to be obtained.

A pass mark in all major subjects is compulsory in order to progress to the next year.

- Somatology 105 and 206
- Anatomy and Physiology 105 and 206
- Cosmetic Science 105 and 206

Rules of progression for individual subjects also apply; please refer to student guides and contracts for more details.

## FOCUS ON: ASSESSMENTS

The Isa Carstens® Academy follows a system of continuous evaluation. Continuous assessment is an ongoing process that forms an integral part of student facilitation.

The total amount and type of assessments will be pre-determined and scheduled on the academic calendar. The assessment opportunities will vary according to the subject context and the credits that the specific subject contributes towards the qualification. Assessments will be subdivided into a specific total of formative and summative assessments.

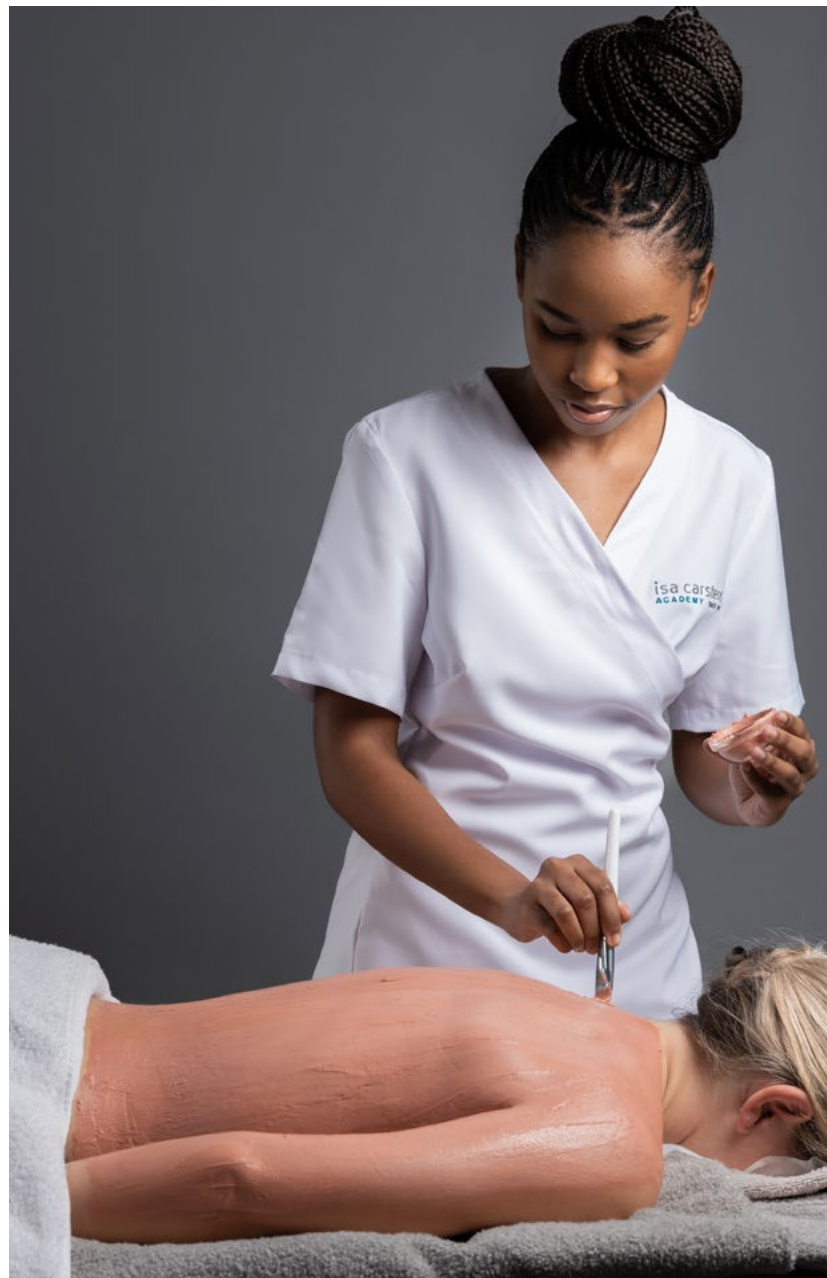


## FORMATIVE ASSESSMENT

- Formative assessment refers to an assessment that takes place during the process of teaching and learning, either in the classroom or at the workplace.
- Formative assessment is designed to support the teaching and learning process. The evidence and results for the formative assessment are recorded and will contribute to the final assessment results.
- Formative assessments will provide feedback to the student on his/her progress and identify the readiness of students to perform a summative assessment.

## SUMMATIVE ASSESSMENT

- Summative assessment refers to the process of making judgments about achievement. This is carried out when a student is ready to be assessed at the end of a programme.
- On declaration of competence, credit is then given, recorded and reported.
- Summative assessments should be performed on a continuous basis throughout the student's learning experience. It allows for a range of assessment methods and instruments. It can also be collected from a variety of sources. Assessments include, but are not limited to:
  - Examinations
  - Assignments
  - Workplace Assessments
  - Case Study Portfolios



## STUDENT GRIEVANCES

The Isa Carstens® Academy is committed to maintaining a fair and transparent process for addressing student concerns and grievances in a respectful and constructive manner. Students are encouraged to voice their concerns through clearly defined channels, ensuring timely resolution while upholding confidentiality and impartiality. The grievance process aims to protect the rights of all parties involved and foster a positive educational environment. A detailed copy of the Grievance Policy is available on request.

## THE STUDENT CODE OF CONDUCT

YOUR ULTIMATE GUIDE TO BEING A GREAT ISA STUDENT

The Isa Carstens® Academy strives, with integrity, to provide you with the highest professional standard of education and training, in order to ensure that you become highly skilled and qualify for employment nationally and internationally.

Guidelines have been set out relating to student conduct. These guidelines are imperative to ensure operational academic performance and development, the maintenance of order and discipline as well as the reputation of the institute.

As we pursue excellence in our education and training programmes, we also aim to ensure that your period of study at the Academy is pleasant and successful. In order to achieve this, a Student Code of Conduct exists for all Isa Carstens® Academy students. It is imperative that these applicable student guidelines are adhered to.

\*Upon registration, each student will receive a copy of the Student Code of Conduct.

# FAQs

## WHY CHOOSE ISA CARSTENS® ACADEMY?

- We educate and develop employable graduates.
- We have a proud history as a reputable education and training institution.
- We are dedicated to improving and uplifting the industry.
- We were the first SA training institution to receive international recognition from CIDESCO.
- We combine theory with real-world practical experience.
- We have trained over 4 700 graduates since 1978.
- We have an exceptionally high employment rate after the completion of studies.
- Our programmes are accredited by the Council on Higher Education.
- We are registered with the Department of Higher Education and Training.
- We meet the requirements of the Higher Education Qualifications Sub-Framework.
- We are members of the South African Association of Health and Skincare Professionals (SAAHSP), CIDESCO, South African Spa Association (SASA), Association of Private Providers of Education, Training and Development (APPETD) and South African Private Higher Education (SAPHE.).
- The Isa Carstens® Academy is a trusted name in health and skin care training.

## WHO OR WHAT IS CIDESCO / SAAHSP?

CIDESCO is an international membership organisation that comprises of sections in more than 40 countries in the world. CIDESCO promotes the exchange of professional experience and provides opportunities to improve skill and knowledge to its members.

CIDESCO provides information concerning the development of the profession, regardless of nationality or borders, and nurtures friendship, solidarity and good collaboration. CIDESCO sets a high standard internationally and therapists with this membership certification are in demand worldwide.

SAAHSP is a non profit organisation serving its members and the Beauty, Somatology, Spa and Wellness Profession and Industry as the professional body in South Africa. SAAHSP is legally constituted to protect the public interest in relation to services provided.

The organisation develops, awards, monitors and revokes Professional Designations and regulates Continual Professional Development (CPD) within the industry.

## HOW CAN I BE SURE THAT A QUALIFICATION OR PROVIDER IS REGISTERED?

For a qualification to be accredited, a SAQA ID number must be shown.

For a provider to be registered, a certificate from the Department of Higher Education and Training must be displayed confirming the accredited programmes and a registration number.

## WHAT SALARY CAN I EXPECT TO EARN?

There is no official scale of salaries in this profession yet. Your earnings will depend greatly on the area of the country in which you are employed and the scope of the treatments you can provide.

Most employers pay a basic salary plus commission and generally the greater variety of treatments and the ability to generate business will improve and boost your earnings exponentially.



# ARE YOU THE IDEAL STUDENT FOR THE ISA CARSTENS® ACADEMY?

We are looking for individuals who are passionate about working with people and enriching their lives, nurturing relationships and building networks. Other important attributes include taking ethics, discipline and career growth seriously, as well as caring about people and the planet as much as you do about creating a profitable business. And for someone working in the health and wellness industry, personal grooming and a professional image are naturally also very important.



## OPEN DAYS

We highly recommend that prospective students and their parents/guardians attend one of the Open Days presented throughout the year to get an overview of the Academy, meet academic and support staff members and to experience our facilities firsthand. Virtual career information sessions are available on request should you not be able to visit the campus. Through video calling, our career consultants will guide you through our course offerings and show you the facilities. Visit our website or follow us on Facebook for our Open Day dates.

## APPLY AT ISA CARSTENS® ACADEMY

Prospective students like yourself who wish to study at the Isa Carstens® Academy must apply on-line via the website.

**To apply, simply complete the application form online. It's that easy!**

Please note: Admission is subject to selection in accordance with minimum requirements and programme-specific information admission criteria, as determined by the Senate.

To apply please visit [isacarstens.ac.za](http://isacarstens.ac.za).



Transfer of undergraduate students from other higher education institutions should submit:

- Certified copy of identity document
- Certified copy of National Senior Certificate (NSC) or equivalent qualification including symbols.
- Certified copy of academic records/transcripts from the previous higher education institution/s

### International students studying in South Africa:

- International students need to apply for their qualification/s to be verified by SAQA. The purpose of the evaluation function is the recognition of foreign qualifications in terms of the NQSF. Visit SAQA on [www.saqa.co.za](http://www.saqa.co.za) and follow the steps to register.
- Certified copy of passport.
- Certified copy of the highest academic qualification, as well as a certified copy of the SAQA Certificates.
- Certified copy of residence/study permit.

Please note: Admission of non-South African resident students is subject to the conditions set out in the Immigration Act 13 of 2002.

### Successful application by a non-South African resident depends on the following:

- Confirmation of academic acceptance.
- Obtaining the necessary statutory documentation and state approval.

- All non-South African resident prospective students are required to submit proof of English language proficiency, which may consist of:
  - The results of the internationally recognised IELTS test; or
  - English passed at school-leaving level (e.g. O-level or HIGCSE).

## REGISTRATION & ACCREDITATION

Company Registration Number:

1973/015469/07

Department of Higher Education And Training Registration

Number: 2000/HE07/025

**Quality Assurance:**

Council on Higher Education (CHE)

**Registration Authority:**

South African Qualifications Authority

(SAQA) ID no: 111453 (NQF Level 5)

(SAQA) ID no: 83046 (NQF Level 6)

(SAQA) ID no: 97898 (NQF Level 7)

(SAQA) ID no: 124612 (NQF Level 7)

**Membership:**

CIDESCO (Comité International d'Esthétique et de Cosmétologie)

SAAHSP (South African Association of Health and Skincare Professionals)

SASA (South African Spa Association)

APPETD (Association of Private Providers of Education, Training and Development)

SAPHE (South African Private Higher Education)



# ISA CARSTENS® ACADEMY

## FULL & PART TIME STAFF

### SENATE OF THE ISA CARSTENS® ACADEMY

The senate is represented by members of the Health and Skincare Industry and academics from reputable universities and private providers in South Africa. As the highest decision-making authority of the Academy, the senate oversees all academic quality assurance processes, ensuring that students receive the required knowledge, skills and expertise to meet the demands of the marketplace and to excel in a local and international working environment.

#### DIRECTORS

MR F.J. LANDMAN

MR I. MUNDELL

#### NON-EXECUTIVE DIRECTORS

MS J. WELHAM

DR S. BROWNLEE

#### SENATE

MS Y. SWANEPOEL

MS I. FERREIRA

MS H. BURGER

MS S. NAIDOO

DR M. KOONIN

#### EXECUTIVE COMMITTEE

MS Y. SWANEPOEL

MS H. BURGER

MR B. VILJOEN

MR F.J. LANDMAN

MR I. MUNDELL

MS I. FERREIRA

MS R. VAN TONDER

### ACADEMIC STAFF

Only highly qualified, skilled professionals and university graduates lecture at the Academy. Students are also given the opportunity to broaden their scope of knowledge by attending presentations delivered by specialists.

### ACADEMIC HEAD

#### INGE FERREIRA

MTech Somatology (TUT)

Post Graduate Diploma in Education Management (MANCOSA)

Member of CIDESCO and SAAHSP

Assessor and Moderator

### HEAD OF OPERATIONS

#### HESTER-HELEEN BURGER

National Diploma Somatology (CPUT)

Plan and Conduct Assessment of Learning Outcomes (ETDP Seta)

Member of CIDESCO and SAAHSP

Assessor and Moderator

### FULL-TIME ACADEMIC STAFF: STELLENBOSCH

#### EDUCATION CONTENT DEVELOPER

##### ZOYA NELL

Advanced Diploma in Dermal Aesthetics (ICA)

Education, Training And Development Practitioner's Certificate (UNISA)

Member of CIDESCO and SAAHSP

Assessor and Moderator

#### LECTURERS

##### JOHANI MULLER

Advanced Diploma in Dermal Aesthetics (ICA)

Training and development

Speech, Language and Hearing Therapy (US)

Member of CIDESCO and SAAHSP

Assessor

##### NAOMIE GROENEWALD

Advanced Diploma in Dermal Aesthetics (ICA)

Member of CIDESCO and SAAHSP

Assessor

##### MARIEKA BRITS

Advanced Diploma in Dermal Aesthetics (ICA)

Member of CIDESCO and SAAHSP

Assessor

#### ACADEMIC PROGRAMME COORDINATOR

##### HOPE STRAUSS-COOKE

Diploma in Somatology (ICA)

BA Sport Science (US)

Member of CIDESCO and SAAHSP

Assessor and Moderator

##### AUDREY COETZEE

Advanced Diploma in Dermal Aesthetics (ICA)

Sports Massage Therapy (ITEC)

Member of CIDESCO and SAAHSP

Assessor, Facilitator and Moderator

##### LIEZEL DU PREEZ

Diploma in Somatology (International Academy)

Post Graduate Diploma in Medical Aesthetics, Advanced Holistic Therapies (International Academy)

Member of CIDESCO and SAAHSP

Assessor

##### CHARLOTTE BURGER

Advanced Diploma in Dermal Aesthetics (ICA)

Member of CIDESCO and SAAHSP

Assessor

**CARMEN ISAACS**

Advanced Diploma in Dermal Aesthetics (ICA)

Member of CIDESCO and SAAHSP

Assessor

**BERNE-LEE OCTOBER**

ITEC Diploma in Health & Skincare  
(International Academy)

ITEC in Laser and Intense Pulse Light  
Treatments (International Academy)

ITEC in Spa & Salon Management  
(International Academy)

Member of CIDESCO and SAAHSP

Assessor

**PART-TIME ACADEMIC STAFF: STELLENBOSCH****JANIQUE ADRIAANSE**

MA Psychology (US)

**MELISSA KELLY**

BA Dietetics (UP)

Post Graduate Diploma in Holspital Dietetics  
(UP)

Diploma in Higher Education and Training  
Practice (UP)

**GUILMA STANDER**

National Diploma Makeup (TUT)

**MONIQUE VAN WYK**

National Diploma Makeup (TUT)

**LOURETTE DU TOIT**

Diploma in Somatology (ICA)

**ASHURAH SCHEEPERS**

MHSC in Somatology (DUT)

Member of CIDESCO and SAAHSP

Assessor

**BIANCA ARENDSE**

Diploma in Somatology (AIM Academy)

Educator Training (Professional Nail & Beauty)

**SUZANN VERSTER**

Diploma in Dermal Aesthetics (ICA)

BA Applied Graphics (US)

**ERICA ERWEE**

Diploma in Somatology (TUT)

Member of CIDESCO

**SANET NEETHLING**

MA Corporate Communications (UFS)

**LENKA STRYDOM**

BSC Honours Sports Science (US)

**SR MICHELLE VAN ROOYEN**

Registered Nurse

**DR MARISA HEYNS**

MBChB (UCT)

European Masters Degree (UNICAM)

**DR JUNAITA KILIAN**

Ph.D. Pharmaceutics Transdermal Delivery  
(NWU)

**DR VANESSA LAPINER**

MBChB, MSc Med (Cell Biology), FC Derm (SA)

**DR JACQUALINE DIMATELIS**

BSc Physiology and Psychology Majors

BSc Honours Psychology

MSc Neuroscience (US)

Ph.D. Neuroscience (US)

MB ChB (US)

**ERIK RUST**

BSc Human Life Science

Honours Biochemistry

MSc Systems Biology & Bioinformatics

**FULL-TIME ACADEMIC STAFF: PRETORIA****ACADEMIC PROGRAMME COORDINATOR****ANNEKE MEGIT**

Advanced Diploma in Dermal Aesthetics (ICA)

Diploma in Epilation (ICA)

Member of CIDESCO and SAAHSP

Assessor and Moderator

**DR SURETHA KANNENBERG**

MB ChB (US)

MMed Derm (US)

**DR KIM PRESCOTT**

MB CHB (UCT)

Pharmaceutical Medicine (Cardiff University)

Member Faculty of Pharmaceutical Medicine,  
Royal Collage of Physicians, UK

**DR JUDEY PRETORIUS**

Ph.D. Pharmaceutical Chemistry (Drug and  
Development Design) (NWU)

Advanced Diploma in Dermal Aesthetics (ICA)

Member of the South African Committee of  
Cosmetic Chemists

**ALEX STERLEY SCHEEPERS**

BTECH Somatology (CUT)

Diploma in Somatology (ICA)

## LECTURERS

### SAEEDAH ALLI-MIA

BTech Somatology (TUT)

Member of CIDESCO and SAAHSP

Facilitator and Assessor

### LEBOGANG MMAKOLA

BTech Somatology (ICA)

Member of CIDESCO and SAAHSP

Assessor

### ALEXA GALLAGHER

Advanced Diploma in Dermal Aesthetics (ICA)

Member of CIDESCO and SAAHSP

Assessor

### LEANKA JOUBERT

Diploma in Somatology (ICA)

Member of CIDESCO and SAAHSP

Assessor

### SU-LETTE MULLER

Advanced Diploma in Dermal Aesthetics (ICA)

Member of CIDESCO and SAAHSP

Assessor

### MARIÉ VAN DYK

BTech Somatology (UJ)

Member of CIDESCO and SAAHSP

Assessor and Moderator

### TANIA COETZEE

Advanced Diploma in Dermal Aesthetics (ICA)

Member of CIDESCO and SAAHSP

### MONIQUE FERIS

BTech Somatology (CUT)

Member of CIDESCO and SAAHSP

Assessor and Moderator

### CARLA HUSSELMANN

Diploma in Somatology (ICA)

Member of CIDESCO and SAAHSP

Assessor

### KAGISO KHOMO

BTech Somatology (TUT)

Member of CIDESCO and SAAHSP

Assessor

### CHANEL VAN DER WALT

Advanced Diploma in Dermal Aesthetics (ICA)

Diploma in Spa and Aromatherapy (CIDESCO)

Member of CIDESCO and SAAHSP

Assessor

## PART-TIME ACADEMIC STAFF: PRETORIA

### DONEY JANSE VAN RENSBURG

BCom Human Resource Management (UP)

BCom Honours Human Resource Management (UP)

Post Graduate Certificate in Education (Senior and FET Phase)(Varsity College)

### SHANI LE GRANGE

BSc Dietetics

Member of HPCSA & ADSA

### BRIDGETTE LAMMER

BA Psychology (UNISA)

Make-up Design (Kohl Make-up Academy)

### SR MILINDA KRUGER

Business Management Certificate Medical Practice management major(Tech Pta)

Group Fitness Trainer combined aerobic and anaerobic with aquatics majors (ETA)

BCUR (Hons) Nursing dynamics and practice, Psychiatry, Community nursing and Midwife majors(UP)

MSc Anatomy shoulder pathologies dissertation (UP)

Assessor

### LINDIE JACOBS

BSc Biochemistry & Physiology

Post Graduate Diploma Cosmetic Product Formulation

## STELLENBOSCH CAMPUS

### PHYSICAL ADDRESS

Aan de Gragt Building,  
5 Plein Street, Stellenbosch, 7600

### POSTAL ADDRESS

P.O. Box 149, Stellenbosch, 7599  
t: +27 (0)21 883 9777  
e: info@isacarstens.co.za

## PRETORIA CAMPUS

### PHYSICAL ADDRESS

408 Lynnwood Road, Lynnwood,  
Pretoria, 0081

### POSTAL ADDRESS

P.O. Box 36252, Menlo Park, 0102  
t: +27 (0)12 348 0125  
e: infopta@isacarstens.co.za

## CONTACT A STUDENT RECRUITMENT REPRESENTATIVE:

Stellenbosch: +27(0)82 826 9522  
Pretoria: +27(0)79 951 5968

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Qualifications registered by SAQA: ID Number: 111453 (NQF Level 5). SAQA ID Number: 83046 (NQF Level 6). SAQA ID Number: 97898 (NQF Level 7) & SAQA ID Number: 124612 (NQF Level 7). Co Reg No: 1973/015469/07. Non-Executive Directors: J Welham, Dr S Brownlee. Directors: FJ Landman, I Mundell.

The Academy reserves the right to adjust the information in this communiqué at any time and as the need arises. This information may therefore be incomplete or out of date at the time of reading. The information is provided here to the best of our knowledge and as accurately and fully as was possible at the time of publication. Verifying the given information remains the responsibility of the prospective student.

