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about us

why FEDISA

FEDISA was established to cater for the ever growing demand for tertiary level design education, by students wishing to equip themselves with the most subject appropriate skills and understanding to compete successfully in the international world of design and its many interrelated components.

A great deal of emphasis is placed on developing design business management skills, through a Higher Education Accredited BA: Fashion Design degree programme.

mission statement

To serve as a centre of excellence for tertiary design education, by fostering an in-depth and holistic understanding of the principles that underpin the design process in an environment conducive to the optimal personal development of every student

registration & accreditation

FEDISA (Pty) Ltd is provisionally registered by the **Department of Education** on **Registration Certificate Number: 2007 / HE07 / 001** as a Private Provider of Higher Education.

Furthermore FEDISA (Pty) Ltd is accredited by the **Higher Education Quality Committee (HEQC)** of the Council on Higher Education to (CHE) offer the **BA: Fashion Design** degree.

FEDISA (Pty) Ltd is also registered on the **National Qualifications Framework (NQF)** of the **South African Qualifications Authority (SAQA)** as being Provisionally Registered by the Department of Education to offer the BA: Fashion Design Degree (NQF Level 6), as per **qualification identity number: 60109**

qualification

preparatory design

The **Preparatory Design Programme** is an internal academic arrangement of FEDISA (Pty) Ltd which is not registered on the South African Qualifications Authority. It, therefore, holds no transferable credit value and is strictly devised for non-degree purposes.

goals

The **Preparatory Design Programme** is designed for the creative business person, who has a flair for fashion, style and a love of all aspects influencing clothing design and it is devised to broaden access to the Bachelor of Arts Degree in Fashion Design currently offered by FEDISA (Pty) Ltd.

It, therefore, offers a route of access to the degree programme for prospective students who may not have obtained university exemption or endorsement during their grade 12 or equivalent studies.

It is also recommended as an option for prospective students, who although qualifying for degree studies academically, may want to develop their practical understanding of the design industry prior to the rigours of the first year of degree studies.

Students attending the **Preparatory Design Programme** will receive a certificate of attendance, provided that a minimum attendance rate of 80% is achieved. Such students will still be required to write the entrance evaluation for enrolment into the first year of the BA: Fashion Design Degree.

objectives

- To empower participants with the ability to cope more successfully with the rigours of degree studies in the highly demanding design education environment.
- To develop a focused awareness of the influences driving design and its consumption in the 21st Century.
- To evolve the student's technical skill to develop a concept into a three dimensional garment.

structure

The **Preparatory Design Programme** is structured as a contracted version of the BA: Fashion Design Degree. The academic year is based on four modules of nine weeks each. Modules are made up of eight academic weeks with a week of moderation.

The **Preparatory Design Programme** consists of four major courses

visual development

elementary design theory, media & rendering techniques, two and three dimensional drawing, figure and form development

Develops the ability to master the various media and rendering techniques used in the presentation of design ideas for the design industry.

production skills

production tools, basic pattern technology, basic garment technology, technical drawing

Develops the ability to construct both patterns and garments using appropriate production methodology in conjunction with the latest available production technology.

life & business orientation

numeracy and financial literacy, business communication, concepts of the business environment and business skills

Develops an understanding of the complex systems that inform lifestyles and business in the 21st Century.

design literacy

research methodology, presentation methodology, visual and written communication

Develops an understanding of design trends through action research and visual presentation.

duration

The **Preparatory Design Programme** runs in tandem with the BA: Fashion Design Degree. Classes commence on the last Monday of January and continue until the last Friday of November each year.

Scheduled class times are from 09:00 – 13:00, Monday to Friday

Holidays are in accordance with the BA Programme of FEDISA (Pty) Ltd and all other major South African Universities.

Student development, standard of work, etc. will be assessed continuously, with intermittent moderation by a panel of FEDISA (Pty) Ltd academics.

A 60% aggregate in each subject of the *Preparatory Design Programme* must be achieved in order for a student to qualify for entry into the first year of the BA: Fashion Design Degree.

Should any element of the four courses of the *Preparatory Design Programme* not be successfully completed, the student will not be allowed to continue on to the first year of the BA: Fashion Design Degree.

progression opportunities

- Students that successfully complete the *Preparatory Design Programme*, may continue onto the *BA: Fashion Design Degree*.

general information

The intake for the Preparatory Design Programme is strictly limited to ensure the optimal lecturer attention. Prospective students are therefore urged to apply as early as possible, to enable them to attend an evaluation and selection session.

closing dates for application

The closing date for preliminary applications is **5 December** each year.

Should you have missed this closing date, late applications will be considered until the **15 January**, of the respective year for which you wish to enrol, provided that there are still seats available. A “late application fee” will be payable. Please refer to the fees schedule attached.

The result of the application will be communicated to you once the selection committee have made their decision.

admissions

application for admission, evaluation and submission of portfolio

minimum requirements

In order for applicants to be considered for all **Preparatory Design Programme** offered by **FEDISA**, prospective students must comply with certain minimum requirements.

minimum academic requirements

The minimum academic requirements are:

- National Senior Certificate
OR
- An international equivalent

language requirements

- Pass in either of TWO of the official languages of South Africa, one of which must be English.

Applicants must keep in mind that English will be the primary medium of tuition at **FEDISA** and that students cannot be guaranteed that instruction will necessarily be in their language of choice.

Applicants should further note that the above admission requirements are minimum requirements only. Admission to all programmes is subject to selection procedures and meeting the minimum admission requirements will not necessarily ensure admission to a programme.

Admission to all programmes is subject to an entrance evaluation and a rigorous selection process. Meeting the minimum academic and language requirements will not necessarily ensure admission to the programme.

required secondary school subjects

No specific subjects are required at secondary school level for admission to **FEDISA**. While art, design and mathematics are an advantage, they are not a requirement.

application procedure

Application forms are available from the Admissions Office of **FEDISA** or can be downloaded from the website at www.fedisa.co.za.

Please refer to the contacts page for more contact options. If you are requesting application forms via e-mail, please provide your name, postal address and telephone number.

Completed application forms, together with the following documentation, must be returned to the Head of Admissions before the closing date as indicated below:

- **Certified copy of ID Document / Passport**
- **Certified copy of most recent exam results**
- **One (X1) black and white ID photo**
- **Application fee or proof of payment thereof**

FEDISA will in turn acknowledge receipt of applications and will furnish the applicant with further information regarding the entrance evaluations. Incomplete application forms will not be processed.

Please note that such an acknowledgment in no way implies that the applicant has been accepted for studies at **FEDISA**.

entrance evaluation

Entrance evaluation sessions are scheduled by appointment. All students who live within 150km of Cape Town are required to attend an entrance evaluation session.

Applicants will receive confirmation of the date of their evaluation session or submission of portfolio, after his/her application has been received and the relevant application fees have been paid.

requirements for portfolio submissions

Portfolio submission is **only applicable** to applicants who live further than 150km from Cape Town or who are residing outside of South Africa at the time of making application to **FEDISA**.

Applicants, residing within South Africa, are required to prepare portfolios within the prescribed format and mail these together with their application.

Foreign applicants or South African residents living abroad will be allowed to submit electronic copies of their portfolios, provided that these can be substantiated with the original if so required at a later stage. Applicants are required to submit the following as part of the portfolio:

1. written submission

In your own words, write a critical review of Fashion today.

The essay must offer information, constructive criticism and comments reflecting the positive contribution you would like to make to the fashion world.

The essay should not exceed 500 words.

2. practical portfolio

The portfolio should consist of the following specified work. The applicant should complete the work without help or guidance.

- a. Identify a current fashion trend appropriate to your age group. Select images from media, drawings, fabric samples, trimmings and colour samples and compile a collage that reflects your selected trend. Your collage should reflect both local and international trends. **Paper size must be A4.**
- b. Using your collage as inspiration, design a collection of THREE (3) models in full colour, with both front and back views included for each. Explanatory notes, fabric swatches and presentation are important for this section of the portfolio. Any colouring or drawing technique may be used. **Paper size per design must be A4.**

international applicants

additional information

FEDISA (Pty) Ltd is subject to the South African government's policy regarding the admission of foreign students to degree/diploma courses. Foreign applicants should not finalise their study plans before they have obtained the required visa and study permit.

Please note: The study permit must state specifically that the applicant is entitled to study at FEDISA (Pty) Ltd, and not at another educational institution.

1. Tuition fees for international students

- All international students are required to pay an administrative levy of R1, 000.00 which is payable on registration. This levy is a once-off payment.
- Please note that the **full tuition fee** is payable prior to or upon registration.
- **General Living and Maintenance Cost**
 - Students should budget approximately **R3000.00 - R5000.00 per month (R36, 000.00 - R60, 000.00 per annum)** towards general living and maintenance expenses.

2. Applying for a new study permit

International students, in addition to the above, are required to have study permits to study in the Republic of South Africa (RSA). **FEDISA (Pty) Ltd** is not permitted to register you unless you have a valid temporary resident permit. This includes students from the Southern African Development Community (SADC). Study permits are obtained from the South African Embassy / High Commission or Consulate in your home country and will give you entry into South Africa for study purposes.

Your **study permit** needs to be valid at all times and is issued for the duration of your study period (i.e. the minimum time it takes to qualify for the degree you are taking). If you are currently studying at a South African High School or at another Tertiary Education Institution in South Africa, then **please note** that you need to apply for a new study permit valid for FEDISA (Pty) Ltd.

For the application, the following is required:

- A Department of Home Affairs application form (BI-1738);

- A valid passport (It must be valid for at least 30 days after the end of your proposed stay in South Africa, otherwise your permit will only be granted for the period up to 30 days before the expiry date). It should also have at least one unused page left when arriving in South Africa;
- Application fee for the permit. This is non refundable even if the permit is refused;
- An official letter from FEDISA (Pty) Ltd, confirming provisional acceptance and the duration of the course, together with your proof of your acceptance of the offer (This is the acceptance letter that needs to be returned to FEDISA (Pty) Ltd, stating your intension to accept your placement with the institute);
- A medical clearance report as well as a yellow fever vaccination if relevant;
- Relevant certificate if married, widowed, divorced or separated;
- Proof of medical insurance cover registered and/or recognized in South Africa;
- Details regarding arranged accommodation, if any;
- Proof of sufficient funds to cover tuition fees, maintenance and incidental costs;
- A police clearance certificate (less than six months old);
- A deposit (a cash amount not exceeding the cost of a single ticket to the applicant's country of origin). Students from other African countries are not required to pay this deposit, provided that the Government of their country submits a written undertaking to pay all cost relating to the deportation of the student, should it become necessary;

The documents must be originals or certified copies

Certified copy = a photocopy of the original document with an original certified stamp that an authorized person (Commissioner of Oaths) has seen the original document. An **uncertified** photocopy of the original or a photocopy of a certified copy is **not sufficient**.

We advise that applications for a new study permit should be submitted at least 5/6 weeks before the intended departure date for FEDISA (Pty) Ltd, as it takes time to process these applications.

3. Renewing a study permit

IMPORTANT: All applications for the extension of a study permit should be submitted at least 30 days before the expiry date. Failure to do so will mean that you will have to satisfy the Director General that there was good cause, in order to have the later application accepted.

In order to extend your study permit, you will need to take the following to the Department of Home Affairs Office closest to you:

- Valid Passport (valid for at least 30 days more than the required extension period)
- Completed Application Form (BI-1739);
- Application Fee (Please contact your nearest Home Affairs Office to confirm the amount);
- Proof of sufficient financial means to cover the tuition fees, subsistence and incidental cost (in the form of a bursary document or bank statement);
- Police clearance certificate less than six months old (anyone older than 18 years);
- A medical clearance report;
- An official letter from FEDISA (Pty) Ltd, confirming registration and course duration;

- Proof of medical insurance cover registered and/or recognized in South Africa;
- Proof of repatriation undertaking or, in the case of African countries only, proof that your country has signed a written undertaking to pay the cost for deportation, should it become necessary;
- Accommodation (copy of lease agreement, letter from landlord etc ...).

The nearest Home Affairs office to FEDISA (Pty) Ltd is the Cape Town or Wynberg offices:

- **Cape Town**

56 Barrack Street (2nd Floor)
Cape Town
Tel (021) 462 4970

- **Wynberg**

109 Milbank Road (Behind Wynberg library)
Wynberg
Tel (021) 7974767

- **useful websites**

- Discovery Medical Aid Scheme <https://www.discovery.co.za>
- South African Department of Home Affairs <http://www.home-affairs.gov.za>
- Department of Foreign Affairs <http://www.dfa.gov.za>

Please note:

International medical insurance may only enable you to be reimbursed after you have incurred the medical expenses. This would be prohibitive if you are hospitalised.

4. conducting work during the term of your studies in south africa

In terms of Section 13(3) of the new Immigration Act of 2004, a holder of a valid study permit may conduct work for not more than 20 working hours per week as well as full time during the academic vacations.

5. academic and english language proficiency requirements

A certain level of proficiency in English is required for success in higher education studies. This includes a pass in English at A-level or O-level. Other post-school English language qualifications will be evaluated on merit.

A limited number of students only can be accepted for this programme and placement is, therefore, subject to availability.

fees

Please refer to the Fees Schedule

PLEASE NOTE: The management of FEDISA (Pty) Ltd reserves the right to amend and revise its policies, including its fees policy, from time to time and may do so without notice.

Below is a summary explanation of all the various costs associated with studying on the *Preparatory Design Programme* at **FEDISA**. Please refer to the attached “*Fees Schedule*” for the associated amounts.

More detailed information is also available in the “*Fees Rules and Regulation*” guide.

application fees

- **Application Fee:**
 - An application fee is payable when the application form is submitted. No application will be considered if the fee or proof of payment thereof is not attached. **This is non-refundable.**
- **Late Application Fee:**
 - A late application fee is payable on all applications received after the closing date for initial applications, i.e. 5 December. **This is not refundable.**

tuition fees

The tuition fee structure for *Preparatory Design Programme* students is as follows:

Total Tuition Fee:	This comprises the following:
Acceptance Fee:	Payable within 2 weeks of acceptance notification
Registration Fee:	Payable on or before registration day
Balance Tuition Fees:	This is payable by means of either of two payment options

For the various **payment options** available, please refer to the “*Fees Schedule*”.

acceptance fees

Within two weeks of confirmation of provisional acceptance of *Preparatory Design Programme* students, the applicable forms, together with **Acceptance Fee** must be returned to **FEDISA**.

This amount will be credited to the student's account and will guarantee the student's seat in the class.

Should the student cancel or fail to take his/her place in the class, **this amount will NOT be refunded.**

registration fees

Prior or on date of registration, a **Registration Fee** must be paid. This amount will be credited to the student's account. Please refer to **Fees Schedule**.

Please note that should the student cancel or fail to take his/her place in the class after registration date, **this amount will NOT be refunded.**

required equipment, additional costs & levies

sewing equipment

FEDISA (Pty) Ltd will supply all production equipment for the use of students enrolled on the **Preparatory Design Programme**, viz; sewing machines, overlockers and pressing equipment.

Please note - Should the student wishing to continue on the Bachelor of Arts Degree Fashion Design programme after successfully completing the **Preparatory Design Programme**, they will have to acquire their own sewing machine and overlocker, in accordance with the stipulations of the BA Programme.

design & sewing kits

The cost of the various kits can only be finalised once prices are confirmed by the suppliers closer to the time of FEDISA placing its orders.

However, based on previous years cost, the estimated costs as listed below, should be used as a guideline for design kits and sewing kits. Complete kits will be available from FEDISA on registration day.

- **Sewing Kit** Refer to Fees Schedule
- **Design Kit** Refer to Fees Schedule

levies

To ensure the ongoing quality of our educational offering, **FEDISA** not only needs to maintain, but also expand on our educational resources, in particular in the areas of IT and library resources. In order to accomplish this, an **Annual Resources Levy** is applied.

This levy covers the following items:

- Class Notes and Handouts
- Library and Computer Laboratory Access and Internet Usage
- Lecture Consumables (Pattern Paper and Pattern Board)

