



Below is a list of the full range of **Accredited Courses and Specialised Workshops** we offer our delegates in the Western Cape Area. Once you have chosen the course or workshop you would like to register for, contact our office on **0861 000 445** and we will email or fax an enrolment form to you.

- School of Shipping also offers in-house training. Please email to: [info@schoolofshipping.co.za](mailto:info@schoolofshipping.co.za) or visit our website [www.schoolofshipping.co.za](http://www.schoolofshipping.co.za)
- Please note this Calendar may change without notice, please note that courses may be postponed and subject to ten delegates
- School of Shipping is an Accredited Training Provider – insist on your Training Provider having a TETA Certificate of Accreditation, or check your current provider certification on <http://www.teta.org.za/>

**CAPE TOWN COURSE CALENDAR - 2012**  
**OUR IN-HOUSE TRAINING IS A POPULAR ALTERNATIVE!**  
**ALL PRICES EXCL. VAT**

**Complimentary Free Seminar** - Find out MORE about this Industry! Would you like to make a career of shipping or thinking about making a change? Not sure if you're making the right choice? Attend our free seminar where we will brief you about the industry, various career choices, which courses to do etc.

Start date	End Date	Day	Time	Duration	Cost	Venue
2 Mar	2 Mar	Fri	13h30	<b>90 Minutes</b>		Tygervalley
5 Apr	5 Apr	Fri	13h30	<b>90 Minutes</b>		Tygervalley

**Introduction to International Trade Workshop** – Learn about the basics of Shipping! Are you a receptionist or a sales person and having difficulty understanding the terminology of this industry and how it all works?

Start date	End Date	Day	Time	Duration	Cost	Venue
Phone to book			08h30-15h30	<b>1 Day</b>		Tygervalley

**Incoterms® 2010 Rules** – Would you like to learn the all about Incoterms® 2010 Rules? You cannot trade without knowing the INTERNATIONAL Commercial terms. "Incoterms" is a registered trademark of the International Chamber of Commerce.

Start date	End Date	Day	Time	Duration	Cost	Venue
24 Feb	24 Feb	Fri	08h30-15h30	<b>1 Day</b>		Tygervalley

**Essential Import Export Procedures** - Aligned to U.S. 252432 and 252418 . This course is a must as it will open your eyes to the world of International Trade, learn all about the various aspects of the industry. Learn HOW to trade!  
U.S. 252432 – Perform processes and procedures required for the Administration of Import transactions  
U.S. 252418 – Perform process and procedures for the Administration of Export transactions. Total **Credits 12**.

Start date	End Date	Day	Time	Duration	Cost	Venue
26 Mar	29 Mar	Mon - Thu	08h30-15h30	<b>4 Days</b>		Tygervalley
2 Jun	21 Jul	Saturdays	08h30-12h30	<b>7 Saturdays</b>		Tygervalley

**Customs Clearing and Freight Forwarding** – Aligned to U.S. 252429. Learn all about completing various documentation to MOVE your cargo. U.S. 252429 – Concept of International Trade in a Freight Forwarding environment. **Credits 6**.

Start date	End Date	Day	Time	Duration	Cost	Venue
27 Feb	1 Mar	Mon-Thu	08h30-15h30	<b>4 Days</b>		Tygervalley
16 Apr	19 Apr	Mon - Thu	08h30-15h30	<b>4 Days</b>		Tygervalley
24 Mar	19 May	Saturdays	08h30-12h30	<b>7 Saturdays</b>		Tygervalley

**SAD 500 – With a Core Freight presentation in CT only.** Facilitate Customs Clearance in the Forwarding Context is a vital part of offering a shipping service to the international Trader. This is for all modes of transport. This covers the basic elements of documents in the shipping industry as all documents cover getting or giving permission, payments and protection.

Start date	End Date	Day	Time	Duration	Cost	Venue
2 Mar	2 Mar	Fri	08h30-15h30	<b>1 Day</b>		Tygervalley
20 Apr	20 Apr	Fri	08h30-15h30	<b>1 Day</b>		Tygervalley



**IMDG Maritime Dangerous Goods IMDG Code – SAMSA accredited** – This course is recommended for persons working with and or packing/unpacking and handling Dangerous Goods. This course covers Dangerous Goods Documentation, Classification of Dangerous goods, Packing, Marking, Placards or Prepares loading. Suited to Clerks, Agents, Buyers and Sellers. This course is presented by a SAMSA accredited facilitator.

Start date	End Date	Day	Time	Duration	Cost	Venue
15 May	17 May	Tue - Thu	08h30-15h30	3 Days		Tygervalley

**IMDG Maritime Dangerous Goods REFRESHER COURSE – Aimed at those who have already completed the above course, it is recommended that this this refresher course be completed every three years.**

Start date	End Date	Day	Time	Duration	Cost	Venue
14 May	14 May	Mon	08h30-15h30	1 Day		Tygervalley

**Perishable Exporters Logistics Workshop** - This workshop covers the various procedures and disciplines needed to ship and track perishable goods via land, sea or air.

Start date	End Date	Day	Time	Duration	Cost	Venue
17 Feb	17 Feb	Fri	08h30-15h30	1 Day		Tygervalley
24 Apr	24 Apr	Tue	08h30-15h30	1 Day		Tygervalley

**Wine Exporters Workshop.** The delegate who completes this workshop will be able to understand the importance of exporting South African wines overseas. The learner's knowledge base may also be used for the exports of beverages. It is important to know the procedures and limitations of this type of cargo and the various aspects of the trade deal which needs to be adhered to for successful trade in this niche market.

Start date	End Date	Day	Time	Duration	Cost	Venue
21 Feb	22 Feb	Tue - Wed	08h30-15h30	2 Days		Tygervalley

**Letters of Credit Workshop** – The aim of the Letter of Credit workshop is to improve the level of understanding of the contents, purpose and procedures involved when utilizing this particular method of payment.

Start date	End Date	Day	Time	Duration	Cost	Venue
23 Feb	23 Feb	Thu	08h30-15h30	1 Day		Tygervalley
4 Apr	4 Apr	Wed	08h30-15h30	1 Day		Tygervalley

**Tariff Classification Workshop** – Background to Bond Stores and Customs requirements regarding Bonded Warehouses.

Start date	End Date	Day	Time	Duration	Cost	Venue
16 Mar	16 Mar	Fri	08h30-15h30	1 Day		Tygervalley

**Bond Store workshop** - Background of the HS, General Rules of Interpretation, The Sections and Chapters, Aids to classification, Application for Tariff Determination.

Start date	End Date	Day	Time	Duration	Cost	Venue
9 Mar	9 Mar	Wed	08h30-15h30	1 Day		Tygervalley

**Container Management** – The aim of this course is to equip the candidate with a comprehensive understanding of the container fleet and its many operational facets.

Start date	End Date	Day	Time	Duration	Cost	Venue
10 Apr	12 Apr	Tue-Thu	08h30-15h30	3 Days		Tygervalley

**Maritime Geography Workshop** – You cannot be involved in Shipping if you do not know your geography ! Earn Credits - int std. 252417 – 5 credits

Start date	End Date	Day	Time	Duration	Cost	Venue
25 Apr	26 Apr	Wed-Thu	08h30-15h30	2 Days		Tygervalley

**Estimating and Costings Workshop** - Those already in the Forwarding industry who wish, or need, to familiarise themselves with the Estimating and Invoicing process. This could include Operational staff as well as Customer Service and Sales personnel.

Start date	End Date	Day	Time	Duration	Cost	Venue
2 Apr	3 Apr	Wed-Thu	08h30-15h30	2 Days		Tygervalley



<b>ISPS PFSO - Port facility Security Officer - TETA accredited unit standard US 244459</b>						
Start date	End Date	Day	Time	Duration	Cost	Venue
Phone to book	Phone to book	TBA	08h30-15h30	<b>3 Days</b>		Royal Cape Yacht Club

<b>Customs Modernisation – Release 2 - This workshop is to familiarize agents with the changes needed in terms of the Customs Modernisation programme</b>						
<b>WORKSHOP</b>						
Start date	End Date	Day	Time	Duration	Cost	Venue
Phone to book	Phone to book	TBA	09h00-15h30	<b>1 Day</b>		Tygervalley

<b>Marine Cargo Insurance – This is a 3 day workshop covering underwriting, claims, recoveries, general average and salvage awards.</b>						
<b>WORKSHOP</b>						
Start date	End Date	Day	Time	Duration	Cost	Venue
Phone to book	Phone to book	Mon - Wed	08h30-15h30	<b>3 Days</b>		Tygervalley

<b>ISPS SSO – SAMSA accredited code 'GOP-534.11 Ship Security Officer 4' / STCW code A-VI/5</b>						
Start date	End Date	Day	Time	Duration	Cost	Venue
05 Mar	08 Mar	Mon - Thu	08h30-16h30	<b>4 Days</b>		Royal Cape Yacht Club
26 Mar	29 Mar	Mon - Thu	08h30-16h30	<b>4 Days</b>		Royal Cape Yacht Club
16 Apr	19 Apr	Mon - Thu	08h30-16h30	<b>4 Days</b>		Royal Cape Yacht Club

<b>ICASA VHF RADIO TRAINING</b>						
Start date	End Date	Day	Time	Duration	Cost	Venue
Phone to book	-	TBA	08h30-16h30	<b>1 Day</b>		V&A Waterfront