



## **Short Learning Programmes at VUT**

The Vaal University of Technology (VUT) is an accredited public higher education institution, established in terms of the Higher Education Act (Act 101 of 1997). As a university, VUT offers both formal academic programmes registered on its Programme Qualification Mix (PQM) and a wide range of Short Learning Programmes (SLPs).

In addition to its formal programmes, the University is committed to providing just-in-time, non-formal training interventions designed to address skills gaps across different sectors of the South African economy. These SLPs are structured to support continuing education, lifelong learning, and self-empowerment. They are flexible in nature and can be tailored to meet specific client or industry needs in response to identified training gaps.

All SLPs are developed and offered in collaboration with VUT's four academic faculties, ensuring both academic rigour and relevance. Each programme undergoes a comprehensive internal accreditation process to ensure compliance with the quality standards prescribed by the Council on Higher Education (CHE).

It is important to note that while SLPs provide valuable knowledge and skills, the accumulation of short courses does not lead to, nor equate to, a formal qualification offered by the University.

SLPs may be delivered either on-campus or at an agreed external venue, depending on the requirements of the client.

**Commencement date: 29 June- 02 July 2026**

**Closing date of registrations: 15 June 2026**

**Costs: R8500.00**

**Short Learning Programme: Disciplinary procedures**

**!!!!!!!!!!!!!! Enrolments are now open for 2026, Act Fast Limited Space Available!!!!!!!!!!!!!!**

### **Who Should attend**

This SLP is intended for line managers, departmental heads, team leaders, human resource practitioners and any other staff members who may be required to lead disciplinary inquiries in the workplace.

### **Brief overview of the SLP**

The Short Learning Programme on Disciplinary Procedures has been developed to help participants understand the essential principles and methods necessary for conducting disciplinary inquiries within the Regulatory Framework of Labor legislation. This SLP provides a solid understanding of workplace discipline, giving participants comprehensive insight into the subject matter.

**What's in It for You? Upon completion of the SLP in customer service, participants will have learned.**

- To identify the key legislations that plays a crucial role in maintaining workplace discipline in South Africa.
- To ensure the proper application of legislation governing disciplinary procedures in line with recent jurisprudence.
- To appreciate the purpose and identify the different forms of discipline in the workplace.
- To prepare various documents required for effectively conducting disciplinary hearings.

- To effectively oversee the disciplinary processes in line with legislative frameworks, policies and procedures

### **Admission requirements**

Any individual who is interested to furthering their skills and theoretical prowess in a senior management position.

### **Mode of Delivery**

Face-to-face contact sessions Course Duration: 4 days (08:30 - 16h:00)

### **Course duration: 4 days (2026)**

**Venue: Quest Conference Centre, Vanderbijlpark**

### **Payment conditions:**

The course fees should be fully payable before the commencement of the programme. The closing date of the fee's payment is at least 2 weeks' prior commencement.

**Register now to secure your spot:** [refer to the poster/ link in the poster](#)

### **For enquiries and registration contact:**

**Ms Manini Kganakga**

**Ms Nadien Raath**

**016 950 7867/**

**016 930 9590**

[maninik@vut.ac.za](mailto:maninik@vut.ac.za)

[nadien@vut.ac.za](mailto:nadien@vut.ac.za)