

## FAQ

### Who are we?

We are Innovative Technology Design 198-349NPO (INTED) Public Institution organizations we are approved as PBO as set out in section 30(3) of the Income Tax Act No 58 of 1962 (the Act). tax-exempt status as public charities. We serve a valuable role in educating citizens through in-depth public interest and have been accredited by PSETA. We are in process/extension of scope with all 20 Sector of Education Training Authority (SETA) such as SSETA, EWSETA, HWSETA, CETA, MICT, ETDPSETA etc. in order to elevate important social topics, particularly at the local levels.

Innovative Technology Design generally believes that education should not be treated as a commercial product, and that free access to higher education ensures economic growth and technical intelligent for the greater population.

### Why study with us?

We are a Public Institution and we can offer any level of accredited studies in due time with affordable fees (50% cut off price) and for free of charge to those who cannot afford to pay.

## Where are we located?

We are located at 53A Styldrift, Akanani Center in Shirley Village, Elim.

Youth zone sustainable enterprise development venue

Siyandhani Village

Cnr Main Road & Airport Road

Giyani

## Are we private or public institution?

We are a Public Learning Institution registered under Department of Social Development as Non-Profit Organization # registration 198-349NPO

### **Non-profit Organizations Act, 1997**

This Act repealed the Fund-raising Act, 1997, excluding the chapter, which deals with the relief funds, and provided for an environment in which nonprofit organizations can flourish. The Act also established an administrative and regulatory framework within which nonprofit organizations can conduct their affairs. The Act was amended in 2000 to effect certain textual alterations.

### **We are also registered as Non Profit C Company in section 21**

The **s10 non-profit company** in terms of the 2008 Companies Act is the successor to the s21 company under the 1973 Act, which was also known as the incorporated association not for gain.

Every pre-existing company incorporated in terms of s21 of the 1973 Companies Act is *deemed to have amended* its Memorandum and Articles of Association as of 1 May 2011—the effective date of the 2008 Companies Act—to expressly state that it is a **non-profit company**, and to have changed its name to end with the abbreviation '**NPC**'.

Every s21 company in terms of the 1973 Act was deemed to be a public company. In terms of s19(3) of the 1973 Act, a s21 company was classified as a company limited by guarantee, and such a company was deemed to be a public company for the purposes of the 1973 Act.

Now, under the 2008 Act, an s10 non-profit company is an entirely separate type of company, which makes the distinction between public and private companies wholly inapplicable to an s10 non-profit company.

The Transitional Arrangements in Schedule 5 of the 2008 Act provide that pre-existing companies that were incorporated under s21 of the 1973 Act are recognized as non-profit companies under the 2008 Act. All previous s21 companies are deemed to have amended their Memorandum and Articles at the general effective date of the Act, that is, 1 May 2011, to state that they are non-profit companies and to have their company names end with the suffix NPC.

## **Fundamental Rules for s10 Non-Profit Companies**

The Act sets out a special set of fundamental rules for NPCs in Schedule 4, which must be incorporated in the MOI and which is in line with the stated purpose of the Act set out in [section 7](#) to “provide for the formation, operation and accountability of non-profit companies in a manner designed to promote, support and enhance the capacity of such companies to perform their functions.”

An NPC is not subject to the extended disclosure, transparency and audit requirements of the Act and accordingly it need not appoint an auditor, audit committee or company secretary, unless its MOI states so.

Every NPC is subject to the Public Interest Score in terms of the Companies Regulations and generally, the Annual Financial Statements of an NPC require an audit or an independent review subject to the Regulations. Where the NPC holds assets in a fiduciary capacity for a third party or a group of persons not related to the NPC and the aggregate value of such assets held at any time during the financial year exceeds R5-million, the Annual Financial Statements of the NPC are subject to audit. The NPC may also voluntarily opt for an audit.

## **The Memorandum of Incorporation of a Non-Profit Company**

The MOI of an NPC must set out at least one object of the company and each such object must be either a public benefit object or an object relating to cultural or social activities, or communal or group interests. The phrase ‘communal or group interests’ relates to cultural or social activities and excludes those of a purely commercial nature. Solely commercial enterprises are thus excluded from the ambit of an NPC.

The MOI of an NPC must also be consistent with all the other requirements of Item 1 of Schedule 1, which deals with the objects and policies of NPCs, with emphasis on the application of their assets and income, the distribution of their residual assets on dissolution, and the voting rights of voting members.

## **Non-Profit Companies and Members**

An important innovation of the new Act is that a non-profit company may be incorporated with or without members. Where an NPC has members, the members do not need to be voting members. No more than two classes of members may be provided for in the MOI that is voting and non-voting members.

Where there are voting members each voting member has at least one vote and generally, the votes of voting members carry equal weight on any matter unless the MOI provides otherwise.

In other words, the voting rights in an NPC may be loaded disproportionately in terms of its MOI. **Section 58** and **section 65** of the Act, which deal with holders and the governance of companies, only apply to the NPC if it has voting members.

It is important to note that an NPC in terms of the 2008 Act may acquire and hold securities issued by a profit company or directly or indirectly, alone or with any other person, carry on any business, trade or commercial undertaking consistent with or ancillary to the NPCs stated objects.

## **Non-Profit Companies and Fundamental Transactions**

An NPC is prohibited from converting to a profit company, and is prohibited in terms of the 2008 Act to amalgamate or merge with a profit company. It is important to note that no NPC may dispose of any part of its assets, undertaking, or business to a profit company, other than for fair value, unless such disposals of assets occur in the ordinary course of the activities of that NPC.

At all times an NPC is subject to the solvency and liquidity test, which has extreme implications for the fiduciary duties of past and current directors of that NPC.

## **Non-Profit Companies and Tax Concessions**

There is no guarantee that any NPC that complies with the 2008 Act automatically qualifies for any tax concessions. It specifically does not qualify for any particular status, category, classification, treatment, or advantage in terms of the Income Tax Act 58 of 1962, except to the extent that the legislation provides otherwise in terms of Item 1(6) of Schedule 1 of the Act.

This position also applies to a registered external NPC, and to obtain any tax exemption or tax advantage the external NPC must satisfy the requirements of the Income Tax Act.

We are also registered with SARS

Tax Exempt organizations

### **Not for Profit Organizations and Tax**

Not for profit organizations play a significant role in society as they take a shared responsibility with Government for the social and development needs of the country. Preferential tax treatment is designed to assist non-profit organizations by augmenting their financial resources.

The preferential tax treatment for not for profit organizations is however not automatic and organizations that meet the requirements set out in the Income Tax Act, 1962, must apply for this exemption. If the exemption application has been approved by SARS, the organization is registered as a Public Benefit Organization (PBO) and allocated a unique PBO reference number.

It is important to note that an organization that has a non-profit motive or is registered as a non-profit organization (NPO) or Non Profit Company (NPC) does not automatically qualify for preferential tax treatment. An organization will only enjoy preferential tax treatment after it has applied for and been granted approval as a Public Benefit Organization (PBO) by the Tax Exemption Unit (TEU).

### **What is a Public Benefit Organization (PBO?)**

The conditions and requirements for an organization to be approved as a PBO are contained in section 30 while the rules governing the preferential tax treatment of PBOs are contained in section 10(1)(cN). Section 10(1)(cN) provides for the exemption from normal tax of certain receipts and accruals of approved PBOs.

Certain receipts and accruals from trading or business activities will nevertheless be taxable.

Approved PBOs have the privilege and responsibility of spending public funds, which they derive from donations or grants, in the public interest on a tax-free basis. The donations or grants may be received from the general public or directly or indirectly from the State. It is therefore important to ensure that exempt organizations use their funds responsibly and solely for their stated objectives, without any personal gain being enjoyed by any person including the founders and the fiduciaries.

Approved PBO's must continue to comply with the Act and related legislation throughout their existence. This includes the submission of annual income tax returns on an [IT12EI form](#). The income tax return enables the Commissioner to assess whether the approved PBO is operating within the prescribed limits of the relevant approval granted and to determine whether the partial taxation principles must be applied to receipts and accruals derived from a trading activity or business undertaking which does not qualify for exemption.

An organization which provides scholarships, bursaries and awards for study, research or teaching must comply with the conditions prescribed in [Regulation R.302 \(published in Government Gazette No. 24941 on 28 February 2003\)](#).

### **Tax deductible donations (Section 18A receipts)**

The South African Government has recognized that certain organizations are dependent upon the generosity of the public and to encourage that generosity has provided a tax deduction for certain donations made by taxpayers.

The eligibility to issue tax deductible receipts is dependent on section 18A approval granted by the TEU, and is restricted to specific approved organizations which use the donations to fund specific approved Public Benefit Activities.

A taxpayer making a *bona fide* donation in cash or of property in kind to a section 18A-approved organization, is entitled to a deduction from taxable income if the donation is supported by the necessary section 18A receipt issued by the organization or, in certain circumstances, by an employees' tax certificate reflecting the donations made by the employee. The amount of donations which may qualify for a tax deduction is limited.

## Which seta are we accredited with?

We are currently accredited with PSETA, accreditation number P21/0818/L896

### **What is accreditation?**

Accreditation is the certification, usually for a certain period of time of a body or an institution, as having the capacity to fulfill a particular function within the quality assurance system set up by SAQA in terms of the SAQA Act, 1995.

SAQA accredits all Education and Training Quality Assurance bodies (ETQA's) who in turn accredit Education and Training Providers.

[To Access Accreditation Documents](#)

## **Accreditation Process**

The following documents and equipments are required to get accreditation with PSETA:

Company CK documents

Tax clearance certificate

Company profile with Objectives, Mission and vision statements, quality control measures and services offered

Learning materials consisting of: Learner, Facilitator and Assessment guides, rollout plan and programme strategy

Quality Management System (QMS), which are your policies and procedure documents including working tools (templates). Policies to be submitted are:

Management of assessment

Management of impact assessment

Learner entry, guidance and support

Learning programme development and delivery

Physical resources

Certification

Financial Management

Recruitment, selection and appraisals (HR)

Health and Safety

Management of workplace learning

Names of Assessor/s and Moderator/s linked to the applied unit standards or qualifications



CV's of facilitators (if different from above)

Office and training resources:

Office with desk, Working computer, fax line and machine, telephone, printer and lockable cabinet/s

Training rooms (If Provider is intending to train at own premises) with comfortable desks, desk tables, writing equipment or projector, properly ventilated/heating equipment when cold, clean toilets and proper access for disabled persons

OR Lease agreement if Provider will be utilising rented space for training

OR and indication if Provider will be training at clients premises

2. What are the advantages of being an accredited training provider?

Advantages of becoming an accredited provider:

To provide quality training and development to learners

To receive support from the relevant authority

To be able to deliver education and training that leads to nationally registered Unit Standards and Qualifications. Accreditation therefore provides Education and Training Providers with a valuable tool with which they can market their services to potential clients.

3. What are benefits of attending accredited training?

Learners, departments and private companies who use the services of an accredited training provider are assured that the accredited training offered complies with the required standards for learning and assessment.

All learners are assured of a quality learning experience and that the credits they acquire will be nationally and internationally recognized.

4. Who should apply for accreditation?

Providers who qualify for accreditation with PSETA include those Providers who are not yet accredited by another ETQA and who intend to offer programmes based on the qualifications and/or unit standards that falls within the primary focus of PSETA.

#### 5. What if I am already accredited by another ETQA?

If a provider is accredited by another ETQA but wish to extend scope to unit standards and qualifications falling under the primary scope of PSETA, the primary accreditation ETQA must be notified and the process of programme approval will be facilitated with PSETA by such ETQA.

Refer to PSETA ETQA policies and procedure documents for further clarity.

## What are the tuition funding options?

- **Personal funding**

Student must be able to pay for himself/herself during the studies. These fees vary according to qualifications and programmes, as well as to the specific delivery mode (full-time or part-time study, research or coursework). Tuition fees are calculated per module in the case of part-time coursework programmes and for programmes including elective modules.

- **Learnerships**

- an occupational qualification

- contract is set out in Skills Development Act (SDA)

- includes apprenticeships (included in definition in SDA but many apprenticeships are still running under the terms of the old Manpower Training Act)

- consists of theory & work-based experience, with formal assessment and a qualification

- if already an employee when started s18(1) SDA – employment continues
- if unemployed when started s18(2) SDA, then contract ends once completed, but may lead to being offered employment, if good performance, and results, and reliability during programme.

Setas may offer grants to employers from discretionary grant funds. The 18(2) learners receive a stipend (allowance/payment) determined by the Learnership Sectoral Determination – paid from the Seta funds. Employers also receive tax incentives.

### **Internships – there are two types of internships**

#### **The Undergraduate Internship**

- run by large national and multi-national organisations
- usually paid
- attendance during term holidays for undergraduates who are picked to attend
- short duration – of a few weeks
- may lead to organisation offering the best graduates a job, once they qualify.

All costs covered by the organisation.

#### **The Graduate Internship**

- work experience after qualification completed
- paid or unpaid
- of variable duration from a number of weeks to one or two years
- practical work experience in job that should be related to the qualification obtained
- preferably under supervision of a qualified practitioner

- should not be filling a core position that should be filled permanently
- contract ends at completion of Internship, may be offered employment if vacancy exists and performance has been acceptable.

Setas may offer grants to employers from discretionary grant funds.

### **In-service training**

- practical work experience during studies and usually after one or two years of theory are successfully completed
- essential work experience that is part of the qualification and necessary to achieve the qualification
- may be paid or unpaid or a small allowance to cover travel costs
- duration usually 6 months to a year.

Setas may offer grants to employers from discretionary grant funds.

## What is the duration of a qualification?

Level 3=3- 6 months

Level 4= 6 months

Level 5= 1 year

## How can I register?

You can visit our campus at Shirley to register manually or online registration and follow the steps below:

1. You simple go to [www.inted.org.za](http://www.inted.org.za)
2. click apply now to download the registration form.

3. Fill the registration form.
4. Deposit the registration fee to the account that is found on the registration form and use your ID number as proof of payment
5. Scan your Identity Document, statement of result, your sibling's and your parent/guardian's Identity Document.
6. Scan the deposit slip.
7. Send the completed form and all the scanned documents listed above to [registration@inted.org.za](mailto:registration@inted.org.za)

## What are the requirements to study in your institution?

For level 3 bring your grade 9/10 year- end report/abet statement/level 2 certificate.

For level 4 bring your grade 12 statement/level 3 result or N3.

For level 5 bring your level 4 certificate.

## How much is tuition fee?

Please download the tuition fee document in the list of document.

## What is new?

Please keep checking our website update for the new courses available and make follow up from our offices.