



STUDY WHILE YOU WORK

Studying part time while you work full time has many attractive benefits, writes **Mmabatho Mphahlele**.

With the demands of your full-time job taking over your life, studying part time may seem like an impossible challenge. But the truth is that the benefits of studying part time outweigh the disadvantages by far.

Once you finish your course, you will reap the benefits – and they will be huge. This is how studying while you work helps you.

GET YOUR DREAM JOB

The career world is constantly changing, and if you don't make an effort to keep up with new ways of doing things, you can be left behind.

Studying part time can help you to move up the ranks and get promoted instead of staying at the desk you've been sitting at for 10 years. And a higher position means a higher income, which results in a more comfortable life for you.

What it does: "Studying part time demonstrates to your superiors that you want to get ahead and that you are

determined to succeed. It shows strength of character, which every employer wants in an employee," says career coach Penny Holburn.

How to do it: A qualification can only help you get ahead if it is reputable.

Holburn says: "Give yourself four to six months before you register to make sure that you are picking the best institution. Higher education doesn't come cheap, so you don't want to find yourself in an institution that will not give you the best qualification."

PERSONAL GROWTH

Studying part time while working teaches you invaluable skills that can be applied to all facets of life. You will gain the ability to manage your time efficiently, think logically and work to a disciplined schedule.

When you look back at what you have achieved, you will feel tremendous satisfaction.

Expert advice: Career coach Evelyn Masotja says: "Studying part time helps you develop patience as it can take a long time to see it through to the end."

"That is a huge accomplishment. You will have learnt to manage your time to the full."

How to do it: "Having a positive attitude is key when you study. Take everything as a growth experience and don't let yourself be overcome by stress."

"You have to be strict with yourself in terms of keeping time and attending classes, as well as studying every day," Masotja suggests.


YOU DON'T NEED LOANS

Full-time studies are an expense that not all of us can afford. So by studying part time while you work, you can pay for your studies and maintain your lifestyle.

The great thing about this is that you gain knowledge and work experience at the same time. At the end, you are more employable than people who studied full time.

Expert advice: "It helps to write down why you are studying. This will give you a reference to motivate you when things get tough," says Holburn.

"Working to finance your studies is another reason to push on. Knowing that you work hard to finance your studies will motivate you to do the course to your full ability."

How to do it: "When you work and study, you don't only have to manage your time, you also have to manage your money. It is a good idea to draw up a 'to the last cent' budget so you don't have to stop studying due to lack of funds," advises Masotja. 

FIVE TIPS TO GET THROUGH YOUR COURSE

- **PLAN.** Look at all the time you have away from work every day. Plan the best time for studying.
- **REST.** You must get enough sleep as it rejuvenates your mind, which will help you absorb information.
- **FIND SUPPORT.** Get a study buddy who can encourage you to continue and ask you how your assignments are going.
- **STICK WITH IT.** Diarise your study time and treat it as you would an appointment.
- **KEEP TRACK.** Celebrate your milestones and reward yourself for your hard work and dedication.