



# 2020 Accreditation Forum

## Current processes, changes and challenges in the Post Schooling sectors

(Breakaway Session)

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# PRESENTATION OUTLINE

- Umalusi's specific mandate in terms of the GENFETQA Act
- The Continuing Education and Training (CET ) Act
- Quality assurance of provisioning of qualifications
- Umalusi's Accreditation Decision making process
- Accreditation Appeals Procedure
- When may a college enrol learners?
- Does the "green" list give the go ahead to enrol learners

# PRESENTATION OUTLINE Cont.

- Important points to note
- Challenges encountered in the PSQ sector
- Questions related to accreditation raised through Forum Invitation
- Reapplications

# Umalusi's specific mandate in terms of the GENFETQA Act

## CHAPTER 3

### QUALITY ASSURANCE OF PRIVATE EDUCATION INSTITUTIONS

23. (1) The Council must develop policy and criteria for quality assurance of private education institutions.

(2) Any institution that is required to register as—

(b) a **private college for further education and training** In terms of the Further Education and Training Colleges Act, 1998 (Act No. 16 of 2006); or

(c) a **private centre** in terms of the Adult Basic Education and Training Act, 2000 (Act No. 52 of 2000),

must comply with the policy and criteria contemplated In subsection (1).

# The Continuing Education and Training (CET ) Act

(Act 16 of 2006, as amended)

## Definition of a Private College

“**private college**” – means any college that provides continuing education and training on a full-time, part-time or distance basis and which is registered or provisionally registered as a private college in terms of Chapter 6 of the Continuing Education and Training Act, 2006;

# The Continuing Education and Training (CET) Act

Quality assurance of private colleges must, in terms of section 43(2) of the CET Act, be conducted by Umalusi in terms of the GENFETQA Act.

Basic requirements of a private college :

- Participate in a process that measures against standards, the college's capacity to deliver a qualification and its supporting curriculum/programme, and the quality of the implementation of such, at the required standard.
- Should the private college fail to comply with the standards it will not be accredited.
- Continued meeting of the standards; is monitored for ongoing improvement

# QUALITY ASSURANCE OF PROVISIONING OF QUALIFICATIONS

**Accreditation** of private education institutions to offer qualifications registered on the GFETQSF

## General objective:

Facilitation of an entrenchment of an internal culture of ongoing improvement of provision and assessment.

Private Education Institutions	Qualifications accredited to offer
Private Further Education and Training (FET) Colleges	NATED Report 190/191 <b>N1-N3: Engineering Studies</b>
	<b>NC(V)</b>
Private Adult Education and Training (AET) Centres	<b>GETC: ABET</b> at NQF Level 1

# UMALUSI'S ACCREDITATION DECISION MAKING PROCESS FOR PRIVATE COLLEGES

- Letter of intent to apply for accreditation
- Quality Promotion workshop
- Self-evaluation report & desktop evaluation
- **Refer successful evaluations to DHET for registration.**
- Site verification visit **after a full cycle of tuition and assessment has been offered and an external examination conducted.**



# UMALUSI'S ACCREDITATION DECISION MAKING PROCESS

- Consolidation of desktop & site visit reports into an accreditation report
- Presentation of the report to the ACC for a recommendation
- Approval of the recommendation by the CEO
- Notification of outcome to the institution

# UMALUSI'S ACCREDITATION DECISION MAKING PROCESS

- Window period – period to meet minimum requirements for accreditation (PAJA)
- Improvement report – provide feedback on areas that did not meet the minimum requirements (the college must continue to meet **all** the minimum requirements for accreditation)
- Monitoring of accredited private colleges
- Reapplication (begin within 18 months of date of expiry of accreditation).
- Extension of scope (applicants must be accredited before they apply for extension of scope)
- Appeal process: providers may appeal if they feel that the decision was incorrect **based on the evidence available at the time of the evaluation**, not what they can still put in place.

## ACCREDITATION APPEALS

Please note that an appeal of an accreditation outcome only considers **what was in place at the time of the evaluation**, and whether the correct decision was made taking into account the evidence that was available at the time of the evaluation.

# ACCREDITATION APPEALS PROCEDURE:

Step	Action taken
1	A query or appeal is received from the institution.
2	The query or appeal is recorded in the appeals register.
3	The email or letter containing the query or appeal is brought to the attention of the relevant manager to investigate the matter.
4	The query or appeal and findings are presented to the Internal Accreditation Committee (IAC).
5	The query or appeal and findings together with the recommendation of the IAC are presented to the Accreditation Committee of Council (ACC).
6	The ACC considers the findings and the recommendations of the IAC, and then either: <ol style="list-style-type: none"> <li>i. reviews their original decision, or</li> <li>ii. stands by their original decision, and advises that the matter be referred to the Appeals Committee.</li> </ol>
7	The institution is advised to lodge a formal appeal to be handled by the Accreditation Appeals Committee.
8	The appeal is presented to the Accreditation Appeals Committee.
9	Recommendations of the Accreditation Appeals Committee are presented for a decision and ratification by EXCO through the AAC Chair.
10	The outcome is communicated to the institution.

# When may a college enrol learners?

- When a college is registered by the DHET for the particular qualification / programme / subject.
- For a new provider, this means that the college has met the minimum requirements for the self-evaluation in Umalusi's accreditation process and the DHET Assessment and Examination and Registration directorates' requirements
- The enrolled learners must receive the required notional hours of teaching.
- The registered college must implement the qualification for the cycle (comply with teaching time and internal assessment requirements) **before** candidates write exams.

## Does the “green list” give the “go ahead” to enrol learners?

- The “green list” is not applicable to AET at this stage.
- It **does not** give the “go ahead” to enrol learners until the DHET has registered the college to offer the particular qualification / subjects.
- The cut off dates to be compliant (successfully submitted SE) to be included on the “green list” are as follows:

### NATED N2 – N3 Engineering Studies:

- **31 March** for the **August** examinations of the same year
- **15 August** for the **November** examinations of the same year
- **15 November** for **April** examinations of the following year (for applications in transition phase)

### NC(V):

- **15 November** for the **November** examinations of the following year

## Green list continued:

- The green list is an indication **to the DHET** that Umalusi will issue certificates to learners writing at that centre who fulfil the requirements of the qualification (implement the required teaching time and internal assessments), if the centre is registered by the DHET.
- However, the **registration of a private college is a function of the DHET**. A college **must meet the requirements of the DHET** prior to being registered as a private college and an examination centre, and prior to enrolling students.
- Being on the “green list” does not automatically mean that a private college can register learners to write examinations. This includes colleges having old registered exam centre numbers or registration numbers through QCTO accreditation.

# IMPORTANT POINTS TO NOTE

- Registration is now a pre-requisite for accreditation.
- Without registration (or provisional registration) by the DHET, the accreditation process will not be able to continue.
- Principals are required to have an education / teaching qualification and be registered with SACE.
- Lecturers / teachers at private colleges must be registered with SACE.
- Analysis of results must feed into continuous improvement.
- Umalusi must be notified in the case of change of ownership / change of contact details



# IMPORTANT POINTS TO NOTE - AET

- Registration is now a pre-requisite for AET providers.
- Most of the provision takes place at the workplace, which must be conducive to learning, and health and safety compliant.
- Facilitators must be registered with SACE.
- Comply with the notional teaching hours.
- Conduct credible assessments (moderation by management)
- The principal / academic head must manage the administration, oversee the delivery of the qualification, be registered with SACE and possess a professional teaching / AET qualification.

# CHALLENGES ENCOUNTERED IN THE PSQ SECTOR

1. Learner enrolments in subjects the college is not accredited to offer.
2. Non-implementation of subjects / programmes accredited to offer.
3. Some accredited colleges have very few enrolments.
4. During unannounced site visits, notice no teaching and learning, no monitoring, high staff turnover, poor performance by learners
5. Despite attending the QP meetings, irrelevant / incomplete documents submitted.

# CHALLENGES ENCOUNTERED IN THE PSQ SECTOR

6. “Window dressing” for site visits (rent a teacher / class).
7. Increasing number of window period outcomes and appeals.
8. Non-adherence to timelines for submission of improvement reports and monitoring reports.
9. Payments not made within due dates.
10. Quality of evidence submitted.
11. Changing sites without notification.
12. Change of name.

# CHALLENGES ENCOUNTERED IN THE PSQ SECTOR

13. Not notifying of changes in contact details.
14. Staff turnover
15. Lack of time on teaching (especially in AET )
16. Performance (poor results)
17. Appointing unqualified, non-SACE registered lecturers
18. Lack of monitoring of teaching and learning by colleges
19. Lack of monitoring the quality and standard of assessment tasks

# CHALLENGES ENCOUNTERED IN THE PSQ SECTOR

20. Conduct of exams not in line with policy, and centres implicated in examination irregularities
21. Poor guidance to students
22. Lack of student support

1. **Preferred way of communicating with Umalusi officials**
  - **Email, telephone, appointment**
2. **Steps of accreditation**
  - **LOI, QP, Self-evaluation, Referral to the DHET, Site Visit, Presentation to ACC, Outcome, (Improvement Report, then Outcome), Monitoring of accredited providers**
3. **Duration of application**
  - **12 – 18 months depending on registration and your submission**
4. **What do you look at in terms of buildings and infrastructure?**
  - **Occupational health and safety, conducive to learning, sufficiency of resources, suitability to numbers enrolled.**

5. **AET criteria is not fit for roving providers**
  - **Criteria approved by Minister of HET in line with the CET Act.**
6. **Clarification of role of Umalusi as QCTO also deals with levels 1- 4**
  - **Each Council is responsible for the qualifications that are registered on their sub-framework.**
7. **If we need assistance who can help as QP is once off?**
  - **Email staff - they are willing to assist; please also read introductory letter, participate at QP workshop, and use the guidelines provided.**
8. **7 year accreditation, why do the whole process from beginning? Current approved process; many things change at a college in 7 years – only some aspects checked during monitoring.**

9. **Estimated time between Desktop and site visit?**
- Depends on the successful submission of self-evaluation, registration by the DHET, the qualification implemented, assessed and results analyzed.
10. **Does Umalusi offer training on curriculum and curriculum changes?**
- No. The DHET is responsible for curriculum.
11. **How do we apply for additional campuses?**
- Every site needs a new application.
12. **If a college submits its policies may it start/operating.**
- No.



**13. Do institutions get feedback on announced site visits?**

- The outcome and feedback is given after the report is presented to the ACC and the recommendation approved by the CEO.

**13. Do you require assessment tasks and memos for all subjects. Yes**

**14. Total cost breakdown:**

- Based on activities. See fees on introductory letter on Umalusi website.

**13. Simplify the process:**

- Always try to; please provide suggestions in keeping with the approved policy and criteria.

**13. Why can we not offer courses aligned to job opportunities?**

- Umalusi is responsible for qualifications/programs registered on the GFETQ Sub-framework.

14. **Invoicing and communication to be addressed to the correct email address.**
  - **We respond to info that you provide; please keep us informed of changes and update your information.**
15. **NATED/ARTISAN curriculum to be enhanced. Curriculum is the responsibility of the DHET. Private providers can enhance the curriculum as long as the minimum requirements are covered.**
16. **How to stop teacher movement? Contractual relationship between you as employer and the teacher as employee – become a preferred employer.**
17. **Subjects appearing on our application that we did not request. Should not happen, unless part of programme requirements. Please contact office to correct.**



## Accreditation Explained

Umalusi accredits private providers of education and training as well as private assessment bodies to offer tuition and/or assessment for qualification(s) on the General and Further Education and Training Qualifications Sub-Framework (GFETQSF).

This means that Umalusi accredits the following institutions:

- Independent schools;
- Private Further Education and Training Colleges (FET Colleges);
- Private Adult Education and Training providers;
- Private assessment bodies that assess the qualifications Umalusi certifies.

In accrediting institutions Umalusi is guided by policy documents that contain criteria for accreditation for each institutional type.

Anti-Fraud Hotline: 17737

### Accreditation

Umalusi accredits private providers of education and training as well as private assessment bodies to offer tuition and/or assessment for qualification(s) on the General and Further Education and Training Qualification Framework... [Learn More...](#)

### Assessment

### Certification &





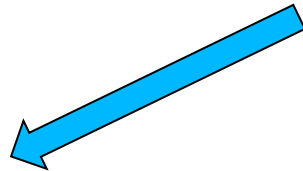
For information on the full accreditation process please contact the Evaluation and Accreditation Unit at 012-349-1510.

[Independent School FAQs](#)

[Private FET College FAQs](#)

[Adult Education and Training FAQs](#)

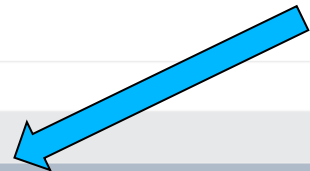
[Private assessment Bodies FAQs](#)



### Related Documents

2019 2018 2016 2014 2013 2011 2010 2009

Date	Title
20 May 2019	<a href="#">Approved Open letter to Applicants – Private AET Colleges as at 20190401</a>
20 May 2019	<a href="#">Open letter to Applicants – Private FET Colleges as at 20190401</a>
09 May 2019	<a href="#">Open Letter to Applicants Independent Schools</a>



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# Thank you

