QCTO PRESENTATION

AT THE INTERNATIONAL TOURIST GUIDES' DAY CELEBRATIONS IN KIMBERLY, NORTHERN CAPE 20 – 21 FEBRUARY 2013

BY THABO MATJABE

The QCTO in an improved NQF landscape

NATIONAL QUALIFICATIONS FRAMEWORK ACT (No 67 of 2008)

- The NQF is a comprehensive system approved by the Minister for the classification, registration, publication and articulation of quality-assured national qualifications.

NQF Act

- NQF Act makes provision for an integrated NQF comprising three sub frameworks, each developed and managed by a Quality Council

Sub Framework	Quality Council responsible
General and Further Education and Training Qualifications Sub framework (GFETQSF)	Umalusi
Higher Education Qualifications Sub Framework (HEQSF)	Council on Higher Education (CHE)
Trades and Occupations Qualifications Sub Framework commonly known as Occupational Qualifications Sub Framework (OQSF)	Quality Council for Trades and Occupations

NQF Act

- All three QCs must deliver on functions – Sect 27 NQF Act
  - In summary QCs
    - Responsible for the development of qualifications and part-qualifications
    - Quality assure of those qualifications and part-qualifications.
    - Recommend Qualifications for registration to SAQA
  - SAQA
    - given role to enhance ‘communication, co-ordination and collaboration’ between the QCs.
    - Register Qualification on the NQF.

NQF Level	Sub-Framework and Qualifications Types	
10	Doctoral Degree Doctoral Degree (Professional)	*
9	Master's Degree Master's Degree (Professional)	*
8	Bachelor Honours Degree Post Graduate Diploma Bachelor's Degree	*
7	Bachelor 's Degree Advanced Diploma	*
6	Diploma Advanced Certificate	Occupational Certificate (Level 6)
5	Higher Certificate	Occupational Certificate (Level 5)
4	National Certificate	Occupational Certificate (Level 4)
3	Intermediate Certificate	Occupational Certificate (Level 3)
2	Elementary Certificate	Occupational Certificate (Level 2)
1	General Certificate	Occupational Certificate (Level 1)

QCTO mandate in SDA

- 'the QCTO is responsible for
  - establishing and maintaining occupational standards and qualifications'
  - 'the quality assurance of occupational standards and qualifications and learning in and for the workplace'
  - Designing and developing occupational standards and qualifications and submitting them to the SAQA for registration on the NQF
  - Ensuring the quality of occupational standards and qualifications and learning in and for the workplace;

(SDA, 2008, Section 26H)

Occupational Qualification

SDA: 'Occupational Qualification means a qualification associated with **a trade, occupation or profession** resulting from work-based learning and consisting of knowledge *unit standards*, practical *unit standards* and work experience *unit standards*'

(NQF Act – 'part qualification' = assessed unit of learning that is registered as part of a qualification')

Purpose of Occupational Qualifications

The purpose of an occupational qualification is **to qualify a learner to practice an occupation**, reflected on the Organising Framework for Occupations (OFO) or an occupational specialisation related to an occupation that is reflected on the OFO.

Requesting to develop an qualification

- Intention to develop a qualification (email, phone call, discussion)
- QCTO Application Form to be completed. In completing the application for assistance on issues of the OFO and qualifications and trades that may be affected – consult a SETA
- Rationale is required (why is the qualification needed, is it linked to scarce or critical skills). Consult relevant Sector Education and Training Authority (SETA)

Application received and processed by QCTO

- Completed application is submitted to QCTO
- Pre-scoping meetings conducted by the QCTO
- Scoping meeting conducted by the QCTO

Scoping Meeting Conducted

Standard items covered on the agenda

a) Confirmation of the rationale
b) Scope of work – actual occupation or specialisation for which a qualification is to be developed
c) Stakeholder Representation
d) Qualifications and learning programmes that may be affected
e) Identify a suitable body or organisation to act as DQP
f) Identify a suitable body or organisation to fulfil the role of AQP

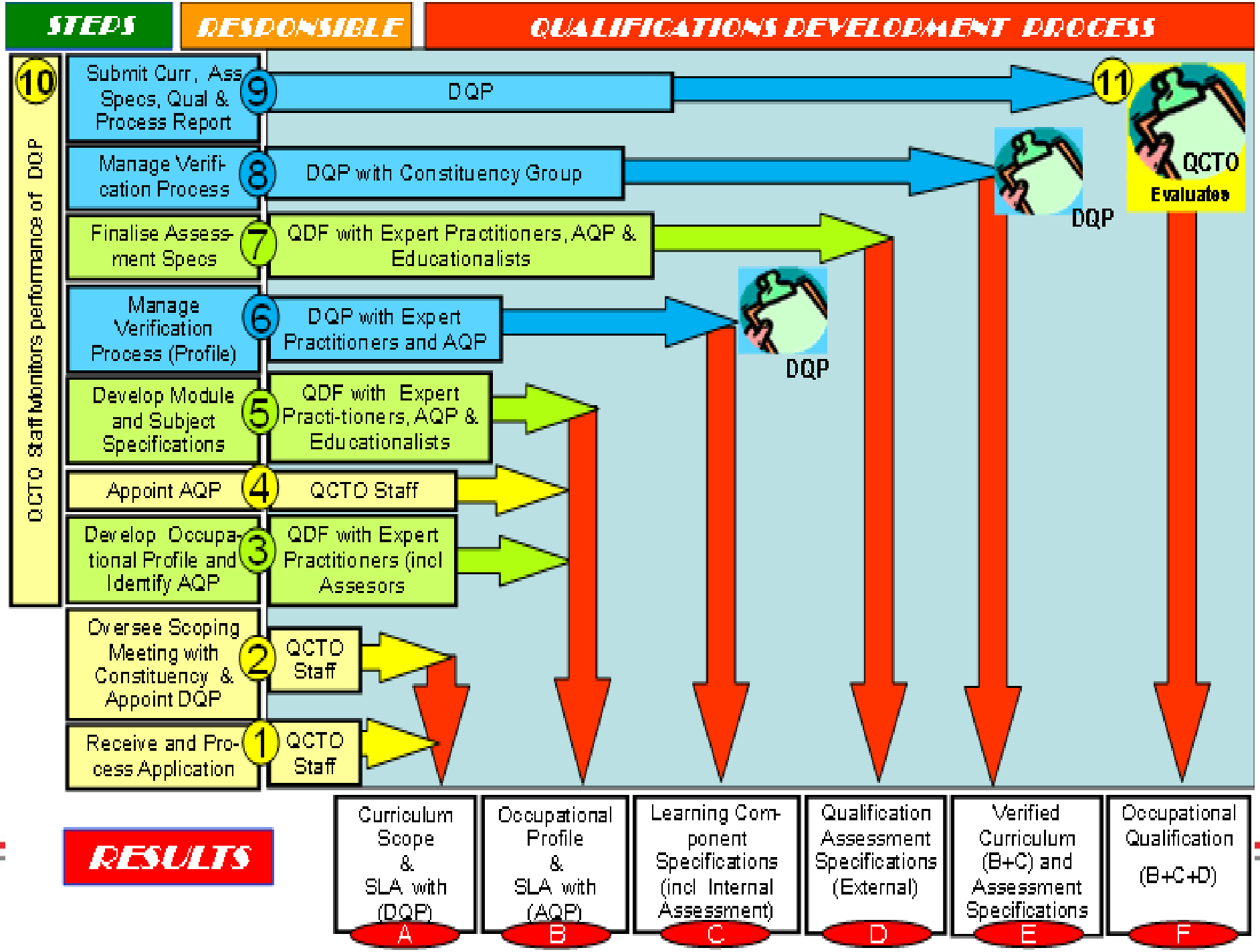
Scoping Meeting Ouctome

- Application may be confirmed to proceed with development if the outcome of the scoping justifies so.

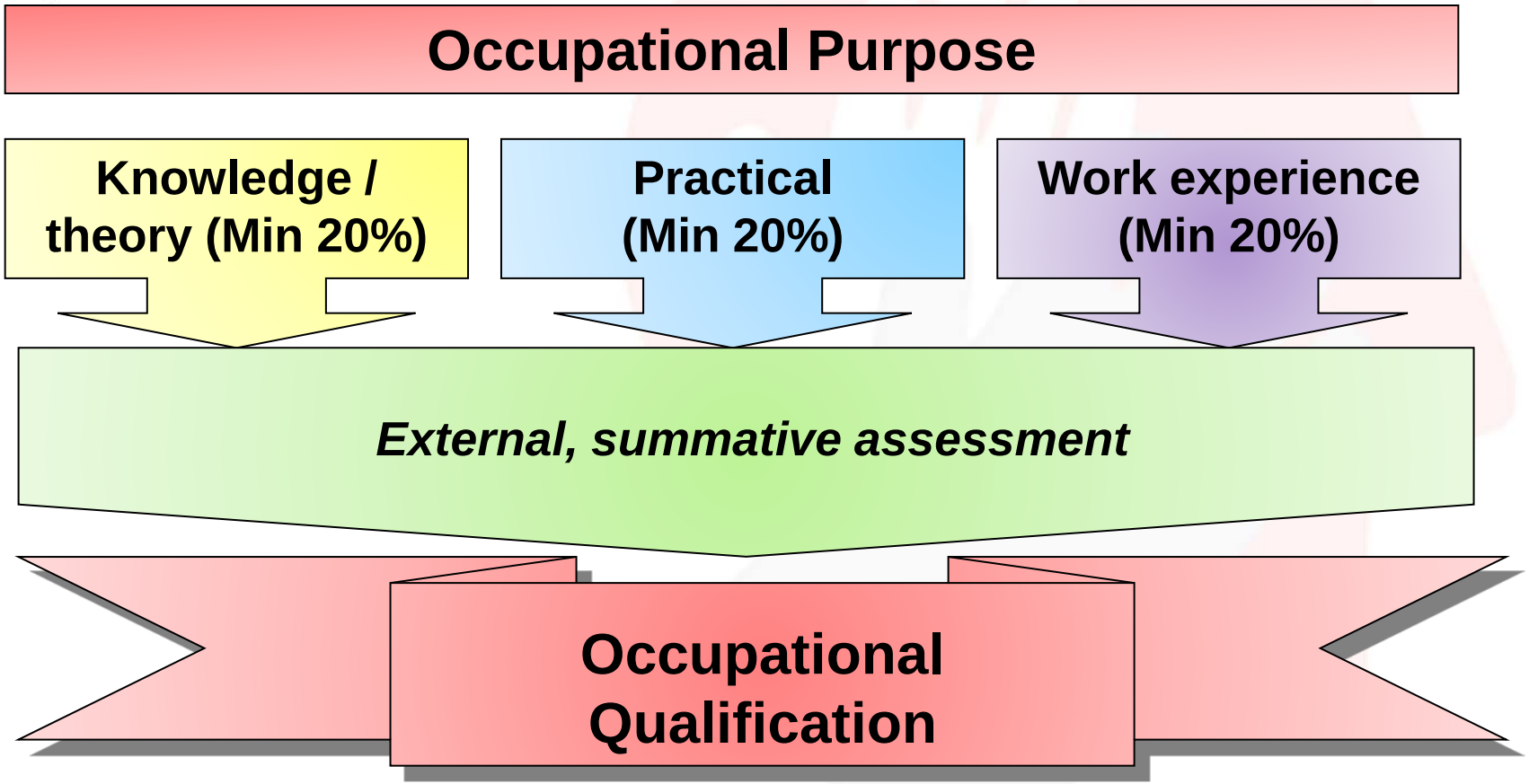
- Application may be rejected if :
  - Changes to the scope results in a different occupation code
  - Non agreement on way forward
  - There is an overlap (same occupation and specialisation) with a previously approved application (applicant may be referred to the relevant DQP)

Service Level Agreement (SLA) preparation and signing

- Proposed DQP contracts a Qualification Development Facilitator (QDF)
- DQP and QDF determines timelines per SLA requirements
- DQP finalises SLA inputs and submits to QCTO
- QCTO signs off the SLA and implements


STEPS
RESPONSIBLE
QUALIFICATIONS DEVELOPMENT PROCESS
10
QCTO Staff Monitors performance of DQP
Submit Curr, Ass Specs, Qual & Process Report
9
DQP
11
QCTO Evaluates
Manage Verification Process
8
DQP with Constituency Group
DQP
Finalise Assessment Specs
7
QDF with Expert Practitioners, AQP & Educationalists
Manage Verification Process (Profile)
6
DQP with Expert Practitioners and AQP
DQP
Develop Module and Subject Specifications
5
QDF with Expert Practi-tioners, AQP & Educationalists
Appoint AQP
4
QCTO Staff
Develop Occupational Profile and Identify AQP
3
QDF with Expert Practitioners (incl Assesors
Oversee Scoping Meeting with Constituency & Appoint DQP
2
QCTO Staff
Receive and Process Application
1
QCTO Staff
RESULTS
Curriculum Scope & SLA with (DQP)
A
Occupational Profile & SLA with (AQP)
B
Learning Component Specifications (incl Internal Assessment)
C
Qualification Assessment Specifications (External)
D
Verified Curriculum (B+C) and Assessment Specifications
E
Occupational Qualification (B+C+D)
F

Occupation qualification & curriculum



Functions of the DQP (Summary)

- Appoint a QDF
- Fund the qualification development process
- Identify expert practitioners that will provide inputs to the development process
- The facilitator manages a structured process and generate four documents
  - Curriculum document ;
  - External Summative Assessment Specifications document
  - Qualification document for registration by SAQA
  - Process report

Curriculum Document

- Is based on an occupational profile derived from the occupational purpose and the associated occupational tasks or outcomes.
- Occupational curricula provide an outline of the following:
  - **learning components** - knowledge module specifications, practical skills module specifications and work experience module specifications.
  - **internal assessment guidelines** for the knowledge and practical skills components and requirements for the assessment of the work experience
  - **exemptions** from or entry requirements to each component
  - skills development **provider accreditation requirements** for the knowledge and practical skills components and **workplace approval requirements** for the work experience component.

External Summative Assessment specifications

- external assessment strategy (method to be used)
- key occupational outcomes to be assessed (linked to occupational tasks and the specified critical external assessment focus areas)
- points at which assessment take place (e.g. phase tests or points in production cycle)
- critical elements of the internal assessments to be moderated (if any)
- eligibility requirements for learners to access the external assessment (also list of equivalent achievements as affording exemption)
- criteria for registration of assessors

AQP Functions (Summary)

- An AQP is appointed by the QCTO for a particular occupation or group of occupations
- AQPs develop standardised assessment instruments (tests)
- AQPs oversee the final, external summative assessment/s (item banks, assessors, modality etc).
- AQPs recommend accreditation of assessment centres & providers for K and P components to QCTO and verify SETA workplace approval systems for WE

Status on qualifications

Applications in process	SLAs signed	Qualifications on Public Comments	Qualifications approved to date for registration recommendation
103	203	16	2

THANK YOU !

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