



2021 Accreditation Forum

Current processes, changes and challenges in the Post Schooling sectors

(Breakaway Session)

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PRESENTATION OUTLINE

- **Legislative Framework**
- **Current Processes**
- **When can colleges register learners**
- **Changes**
- **Challenges**
- **Questions related to accreditation raised through Forum Invitation**

Legislative Framework :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).

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 N1-N3: Engineering Studies
	NC(V)
Private Adult Education and Training (AET) Centres	GETC: ABET at NQF Level 1

UMALUSI'S CURRENT 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 conditions (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
- 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	An appeal is received from the institution.
2	The appeal is recorded in the appeals register.
3	The appeal is first of all treated as a query, and is brought to the attention of the relevant manager to investigate the matter.
4	The findings are presented to the Internal Accreditation Committee (IAC).
5	The appeal and findings together with the recommendation of the IAC are presented to the Accreditation Committee of Council (ACC) as a review.
6	The ACC considers the findings and the recommendations of the IAC, and then either: <ol style="list-style-type: none"> i. rescinds their original decision, or ii. stands by their original decision, and advises that the matter be referred to the Appeals Committee.
7	The institution is advised of the outcome of the review by the ACC, and that they must pay the appeal fee within 15 days in order for the appeal to be lodged with the Accreditation Appeals Committee.
8	The appeal is presented to the Accreditation Appeals Committee.
9	The AAC presents their recommendations to the Umalusi EXCO, who consider the recommendation and make a final decision on the appeal.
10	The outcome is communicated to the institution.
11	If the outcome is in favour of the appellant, the appeal fee is refunded to the applicant.

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 requirements for the self evaluation in Umalusi`s accreditation process and the DHET Assessment and Examination directorates department 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?

- It **does not** give the “go ahead” to enrol learners until the DHET has registered the college for 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.
- Where provision takes place at the workplace, workplace must be conducive to learning and health and safety compliant.
- Facilitators must be SACE Registered
- Comply with the notional teaching hours
- Conduct credible assessments (management moderation)
- The principal must manage the administration and must possess a professional qualification

Changes

- QP Meetings are now done using virtual platforms and are conducted online.
- The fees paid for QP workshops are credited to the account of the provider towards the next stage of the process.
- Due to COVID-19, provisional accreditation was extended if all evidence for the minimum requirements for accreditation was submitted and met the requirements. The only requirements not met was the verification done during site visits .
- Piloted online site visits. Have conducted for improvement and change of site visits
- Will conduct pilot visits for accreditation, however, may only grant two years provisional accreditation until Umalusi staff physically verify the site.

CHALLENGES ENCOUNTERED IN THE PSQ SECTOR

1. Learner enrolments in subjects the college is not accredited to offer
2. Non-implementation of subjects/programs 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 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. Non implementation of subjects / programmes accredited to offer.
15. Staff turnover
16. Lack of time on teaching (especially in AET)
17. Performance (poor results)

CHALLENGES ENCOUNTERED IN THE PSQ SECTOR

- 18 Appointing unqualified, non-SACE registered lecturers
- 19 Lack of monitoring of teaching and learning by colleges
- 20 Lack of monitoring the quality and standard of assessment tasks
- 21 Conduct of exams not in line with policy, and centres implicated in examination irregularities
- 22 Poor guidance to students
- 23 Lack of student support

QUESTIONS RELATED TO ACCREDITATION RAISED THROUGH THE FORUM INVITATION

- 1. We were supposed to have a site visit, but due to COVID - no site visits?**
Umalusi has put a hold on physical site visits due to Covid-19 and has piloted online site visits. You will receive communication when your institution is in line for a site visit. If it is an online site visit, you can receive a maximum of two years provisional accreditation, until an Umalusi official conducts an unannounced site visit to your institution to verify that everything demonstrated
- 2. Why private institutions were not financially assisted during lockdown?**
The SA Constitution clearly states that everyone has the right to establish private education institutions at their own cost.
- 3. Duration of accreditation application**
12 – 18 months depending on registration, qualification and your submission
- 4. We are relocating, does accreditation still stand?**
No, accreditation is for a specific site. You will have to inform Umalusi, and we will schedule a site visit to see if the site meets the requirements in terms of resources, health and safety, etc.

5. **How does the improvement plan work?**

The college is informed of the areas where the institution did not meet the minimum requirements. The college must work on the areas that are lacking and maintain the areas that were previously compliant. A narrative on how the college has met the requirements and payment for the follow up evaluation must be submitted by the date indicated on the accreditation outcome letter. The college will then be contacted for verification that all the minimum requirements for accreditation are met before the final report is presented to the ACC.

Non-payment for the follow up evaluation will result in the application being finalized without considering further evidence. be met are sent to the colleges. They must send the supporting evidence within the predetermined date as mentioned on the letter.

6. **Are site visits going to take place this year?**

Yes, we are piloting online site visits. You will be notified accordingly.

7. **Can a Private FET institution apply to become a Public FET college, and if yes, what is the process?**

Public colleges are established by the state.

8. **Can a Private Training Institution that is accredited for SAQA and QCTO aligned qualifications use the same policies when applying?**

SAQA does not accredit providers, only Quality Councils accredit for qualifications registered on their Sub-frameworks. Policies must speak to the operations and qualification. They may be used if they address the indicator.

9. **What are the requirements for NASCA?**

The accreditation process will be the same, only the indicators and evidence will be subject specific. This is still in development. The pilot will take place in public institutions in 2022 before it is rolled out.

- 10 **What are the requirements to be registered? Am struggling to get a health and safety certificate. Please advise.**
- **Registration is with the DHET .**
 - **Accreditation is online, email Umalusi staff - they are willing to assist; please also read introductory letter, participate in the QP workshop, and use the guidelines provided.**
 - **Health and safety certificates are issued by registered companies or the local municipality.**
- 11 **7-year accreditation: why do we need to start the whole process from the beginning?**

Current gazetted process; many things change at a college in 7 years – only some aspects checked during monitoring.

- 12 **With the advent of COVID-19, Distance learning has been encouraged by the Department of Education and Department of Health around the world. How do we implement this with our current accreditation?**

You may during this COVID period, however if you are accredited to offer face-to-face, you cannot switch totally to online. Please notify Umalusi so that a site visit may be scheduled to verify online systems and resources. The mode of provision is linked to your registration as a private college, so you would also need to liaise with the DHET if you wish to change to fully online.

- 13 **Regulation of adult training centers:**

AET training providers have to be registered with the DHET and registered as Companies in terms of the CET Act.

14 Consolidation of SETAs to streamline the accreditation process?

SETAs offer skills programs that fall under the QCTO.

15 How do we apply for additional campuses?

Umalusi accredits per site. Every site needs a new application.

16 If a college submits its policies, may it start operating?

No. it must be registered by the DHET before it starts operating.

- 17 **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.
- 18 **New developments and announcements by DHET with regard to N1-N3. Any dates and changes with regard to new registrations and current registrations?**
A gazette has been out for public comment. Still a process
- 19 **What are the steps the college needs to follow to do the extension of scope?**
An application for extension of scope must be submitted. Process is currently not online. Please contact Umalusi for the documents to be completed. May only extend scope once accredited for seven years.

- 21 **Has Umalusi made provision for the phase-out of the NATED N1-N3 qualifications, and how will it manage the influx of NCV accreditation applications?**
Will continue until policy amended and provide accredited institutions and those in the process of the way forward. Will ensure that we manage applications. Why wait until the NATED is phased out to apply to offer the NC(V). Start making plans now.
- 22 **Why can we not offer courses aligned to job opportunities?**
Umalusi is responsible for qualifications/programs registered on the GFETQ Sub-framework. The QCTO deals with qualifications related to skills, trades and occupations.
- 23 **There are private colleges registering/admitting students and using other colleges for examination, is Umalusi and DHET aware of these activities and what are they going to do?**
This is not allowed, please let us know of colleges that do this and they will be dealt with. There are implications for both colleges involved.

QUESTIONS / COMMENTS RELATED TO ACCREDITATION RAISED THROUGH THE FORUM INVITATION

24. **Does NSFAS fund learners for private institutions to learn a trade?**
Need to contact NSFAS, Umalusi does not work with trades.
25. **How long does it take to get the referral letter after the self-evaluation has been approved?**
There is a process of moderation and verification on the system after you see on the system that the SE is approved. It can take about three months.
26. **Why do we have IT system errors that cannot be solved for a period?**
Please communicate with Umalusi if you note a system error so that we can report it to our IT unit to attend to. Most errors reflect only on the side of the provider, and the “back-end” of the system – not on the interface that our staff use.
27. **The accreditation process and DHET registration, how does one lead to the other?**
Start with accreditation through Umalusi, then referral for provisional registration with the DHET, and then site visit from Umalusi to complete the accreditation process.

28 **What are the requirements for NPOs to receive accreditation?**
Same as any other company.

29 **Do we need to register non-credit bearing training programmes with Umalusi?**
No.

30 **Does Umalusi accredit qualifications on the HEQSF level 5?**
No

30 How many qualifications may providers be accredited to offer?

Maximum for initial application: 1 NATED trade + 2 NC(V) programmes, OR 3 NC(V) programmes OR 3 NATED trades (can be less).

31 What are the requirements for full accreditation?

Operating, conducted an external exam and a site visit in addition to maintaining and meeting all the minimum requirements (See the open letter to candidates on the website for the accreditation criteria and indicators).

32 Expanding and opening more campuses? Does this require the same process of registration with Umalusi or is there a different process for the new campuses to be accredited and registered by Umalusi and DHET?

Same process with Umalusi and contact DHET for registration

QUESTIONS / COMMENTS RELATED TO ACCREDITATION

RAISED THROUGH THE FORUM INVITATION

32 **The process of transferring my accreditation to a new address - what is required from me and how long will it take?**

Accreditation is not transferable; if you change site you need to inform Umalusi and apply for change of site.

33 **Can Umalusi refer an entity to consultants who can assist with Umalusi Accreditation?**

Umalusi does not refer providers to consultants. We do not encourage the use of consultants.

34 **Can you have both school and college accredited at the same time?**

Yes, but it is two separate applications for registration and accreditation. Registration as a school is with the Provincial Education Department and as a college with the DHET. There must be separate facilities for the school and college learners.

35 **How can you assist Small business to get accreditation easy and fast?**

➤ Umalusi supports all applicants. The process is standard for everyone and the pace is determined by the correct submission with related evidence and required payments.

36 **What are artisan requirements and private education funding?**

➤ Artisan training falls with NAMB and funding is not available for Umalusi Qualifications

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Thank you

