

2008

REGULATIONS SETTING-UP THE NATIONAL QUALIFICATIONS FRAMEWORK FOR THE REPUBLIC OF SEYCHELLES:

Version 1.0

SEYCHELLES QUALIFICATIONS AUTHORITY ACT, 2005

The Minister has, under Section 4 of the Seychelles Qualifications Authority Act, 2005 (Act No. 12 of 2005) and on the recommendation of the Board, made the regulations set out in the Schedule.

SCHEDULE ARRANGEMENT OF REGULATIONS

1. Definitions
2. Establishment of the NQF
3. Structure of the NQF
4. Qualification types
5. Unit standard types
6. Structure of qualifications
7. Standards setting
8. Quality assurance
9. Recognition of foreign qualifications
10. Information management system
11. Generic regulations

Definitions

Accreditation certificate: An official document endorsed by SQA that has been awarded to a provider which has been accredited to deliver one or more unit standards and/or qualifications

Credit: Ten (10) notional hours of learning equals one (1) credit

Elective unit standards: Additional knowledge, skills, attitudes and values from which a choice may be made to ensure that the purpose of a qualification is achieved

Essential unit standards: Generic knowledge, skills, attitudes and values deemed necessary for all qualifications based on unit standards and include Communication, Numeracy, Information Communication Technology and Life skills.

Field of learning: An organising mechanism for unit standards and qualifications registered on the NQF

Level descriptors: Statements used to describe a hierarchy of learning outcomes in terms of reasoning and problem solving, autonomy and responsibility, knowledge, and degree of complexity of tasks

Level: The particular level at which a unit standard or qualification is registered on the NQF

Notional hours of learning: Includes direct contact time with teachers and trainers and non-contact time which is time spent on independent study, working on assignments and on other forms of assessment

Policy-guideline: A document detailing the processes of development, implementation, monitoring and review of the main element(s) of the NQF regulation and SQA Act

Professional body: A statutory body registered as such in terms of the applicable legislation, or other non-registered bodies performing similar functions

Provider: An institution, organization, company, centre, collaborative partnership consultancy or person offering programme(s) of education and training and/or manages assessment thereof, that may or may not lead to the achievement of a unit standard and/or qualification

Provisional accreditation: The status of a person or provider as a result of the partial fulfillment of the accreditation criteria specified by the SQA

Qualification: The formal recognition of a learner's achievement of the required number and range of credits or other requirements at a specified level of the qualifications framework

Qualifications framework: A framework for the development, recognition and award of qualifications based on standards of knowledge, skill and competence to be acquired by learners

Qualification type: The specified nomenclature for qualifications at particular levels of the NQF

Quality assurance: The process by which the suitability of conditions in place for learners to achieve the required standards is confirmed

Recognition of prior learning: The recognition of learning howsoever obtained for purposes of certification

Specific unit standards: Specific knowledge, skills, attitudes and values which forms the grounding or basis needed to undertake the education, training or further learning required in the obtaining of a qualification

Validation: The assessment of a programme of education or training with regards to its suitability for the attainment of knowledge, skill or competency

Establishment of the NQF

1. A National Qualifications Framework is hereby established and it shall consist of the components specified in regulations two (2) to forty-three (43).

Structure of the NQF

2. The National Qualifications Framework shall consist of ten-levels, which shall be entitled Levels one (1) to ten (10).
3. Each level shall be described by level descriptors in terms of:
 - a. Reasoning and problem solving,
 - b. Autonomy and responsibility,
 - c. Knowledge,
 - d. Degree of complexity of tasks.
4. The Seychelles Qualifications Authority shall allocate a unique field description to each organizing field and shall divide each organizing field into sub-fields with a unique sub-field description.

Qualifications types

5. There shall be eleven (11) qualifications types on the National Qualifications Framework:
 - a. Primary Certificate
 - b. Secondary Certificate
 - c. High School Certificate
 - d. National Certificate
 - e. National Advanced Certificate
 - f. National Diploma
 - g. National Advanced Diploma
 - h. Bachelors Degree
 - i. Post-graduate Certificate
 - j. Master's Degree
 - k. Doctorate Degree
6. The term 'National' when used in conjunction with the name of a qualification is a protected NQF term and may only be used in naming a qualification developed in and for a context that meets the criteria specified by the Seychelles Qualifications Authority.

Unit standard types

7. There shall be three (3) unit standard types on the National Qualifications Framework, namely:

- a. Specific unit standards that refer to specific knowledge, skills, attitudes and values which forms the grounding or basis needed to undertake the education, training or further learning required in the obtaining of a qualification.
- b. Essential unit standards that refer to generic knowledge, skills, attitudes and values deemed necessary for all qualifications. These are:
 - i. Communication
 - ii. Information and Communication Technology
 - iii. Life Skills
 - iv. Numeracy
- c. Elective unit standards that refer to additional knowledge, skills, attitudes and values from which a choice may be made to ensure that the purpose of a qualification is achieved.

Structure of qualifications

8. Qualifications on the National Qualifications Framework shall be structured in two ways:
 - a. Based on unit standards
 - b. Not based on unit standards
9. Qualifications based on unit standards shall adhere to the following rules of combination:
 - a. At least sixty (60) percent of the unit standards shall be at or above the level at which the qualification is registered
 - b. At least forty (40) percent of the unit standards shall be specific unit standards
 - c. All four (4) essential unit standards shall be included.
10. A notional hour shall refer to direct contact with teachers and trainers and non-contact time which is time spent on independent study, working on assignments and on other forms of assessment.
11. A credit shall be equal to ten (10) notional hours.
12. The minimum number of credits for a qualification shall be one hundred and twenty (120).

Standards setting

13. The Seychelles Qualifications Authority shall take the overall responsibility for standards setting with the participation of industry, training institutions, professional bodies and other relevant stakeholders.
14. The Seychelles Qualifications Authority shall develop and implement policy-guidelines for standards setting.
15. The Seychelles Qualifications Authority shall set criteria for the registration of unit standards and qualifications on the National Qualifications Framework.
16. Qualifications offered five (5) years prior to the establishment of the National Qualifications Framework shall be evaluated by the Seychelles Qualifications Authority following which a recommendation for the registration of such qualifications on the National Qualifications Framework shall be made.
17. The following information shall be required for qualifications to be registered on the framework:
 - a. Title
 - b. Qualification type
 - c. Qualification number
 - d. Level number
 - e. Number of credits
 - f. Field and sub-field
 - g. Registration date
 - h. Review date
 - i. Purpose
 - j. Unit standards (for qualifications based on unit standards) or specific outcomes (for qualifications not based on unit standards)
 - k. Integrated assessment
 - l. International comparability
18. The following information shall be required for standards to be registered on the framework:
 - a. Title
 - b. Unit standard type
 - c. Unit standard number
 - d. Level number
 - e. Number of credits
 - f. Field and sub-field
 - g. Registration date
 - h. Review date

- i. Purpose
- j. Elements
- k. Performance criteria
- l. Range statement

19. All unit standards and qualifications shall be reviewed within a period not exceeding 5 years from date of registration on the National Qualifications Framework.

Quality assurance

20. The Seychelles Qualifications Authority shall take the overall responsibility for quality assurance with the participation of industry, training institutions, professional bodies and other relevant stakeholders.

21. The Seychelles Qualifications Authority shall develop and implement policy-guidelines for quality assurance.

22. The Seychelles Qualifications Authority shall set criteria for the accreditation of education and training providers for specific unit standards and/or qualifications registered on the National Qualifications Framework.

23. A certificate of accreditation shall be awarded to an education and training provider for a period of five (5) years if the provider meets all accreditation criteria during that period.

24. A certificate of provisional accreditation status shall be awarded to an education and training provider for an agreed period of time, not exceeding two (2) years, if the provider does not meet all accreditation criteria.

25. The Seychelles Qualifications Authority shall monitor the compliance with accreditation criteria and policies of education and training providers

26. The Seychelles Qualifications Authority shall set criteria for the validation of programmes of education and training based on unit standards and/or qualifications registered on the National Qualifications Framework.

27. The Seychelles Qualifications Authority shall take overall responsibility for the validation of programmes of education and training with the participation of industry, training institutions, professional bodies and other relevant stakeholders.

28. The Seychelles Qualifications Authority may delegate its authority to the Department of Education and/or to individual public or private providers to award national qualifications.

29. The logo of the Seychelles Qualifications Authority shall be used on all national certificates awarded by accredited education and training providers according to set criteria.

Recognition of foreign qualifications

30. The Seychelles Qualifications Authority shall take the overall responsibility for the recognition of foreign qualifications.
31. The Seychelles Qualifications Authority shall develop and implement policy-guidelines for the recognition of foreign qualifications.
32. The Seychelles Qualifications Authority shall inform persons or agencies outside of Seychelles of the qualifications offered in the country.
33. Application for the recognition of a foreign qualification shall be made in a form and manner as prescribed by the Seychelles Qualifications Authority.
34. The decision of the Seychelles Qualifications Authority to recognise a foreign qualification shall be legally binding.

Recognition of prior learning

35. The Seychelles Qualifications Authority shall take the overall responsibility for the recognition of prior learning in collaboration with relevant partners, if the credits awarded exceed twenty-five (25) percent of the total credits of the qualification.
36. In the case of qualifications not based on unit standards, the maximum number of credits awarded through the recognition of prior learning shall not exceed fifty (50) percent of the total credits of the qualification.
37. The Seychelles Qualifications Authority shall develop and implement policy-guidelines for the recognition of prior learning.

Information management system

38. The Seychelles Qualifications Authority shall undertake to establish a national information management system to assist in the implementation and maintenance of the National Qualifications Framework in collaboration with relevant partners, and by participating in other national initiatives.
39. The database shall contain information pertaining to:

- a. Registered unit standards
- b. Registered qualifications
- c. Accredited education and training providers
- d. Validated learning programmes
- e. Recognised foreign qualifications
- f. Learner records
- g. Other particulars as necessary

Generic regulations

40. The Seychelles Qualifications Authority shall reserve the right to charge fees for the following services:

- a. Standard setting if such activities exceed normal operational costs
- b. Quality assurance including accreditation and validation
- c. Recognition of foreign qualifications
- d. Recognition of prior learning if credits awarded exceed twenty-five (25) percent of the total credits of a qualification
- e. Confirmation of achievements
- f. Authentication of certificates
- g. Any other services

41. A person or organisation wishing to appeal against a decision of the Seychelles Qualifications Authority shall make a written submission to the Board within three calendar months of such decision being made.

42. The Board of the Seychelles Qualifications Authority may delegate any of its powers to a committee but shall not be divested of any power so delegated and may at any time withdraw the delegation.

43. Policy-guidelines of the Seychelles Qualifications Authority shall be developed and reviewed under the aegis of person(s) nominated by Executive Director of the Seychelles Qualifications Authority and endorsed by the Board.