

7. How can I be sure that my organisation is working within the NQF?

Any provider working in the context of the NQF needs to understand two key aspects of the system: the relevant accreditation requirements, and the relevant programme requirements (curriculum, unit standards, assessment and so on).

Accreditation is a process whereby an organisation meets certain quality requirements laid down by a particular body and achieves recognition in the form of accreditation status as a result. It is a stamp of approval or certificate awarded by an authorised body. It indicates that the accredited organisation has the capacity to do what it claims to do - to the required standard.

Accreditation and curriculum practices differ across the different sectors such as schooling, higher education or occupational training. Broadly, however, to be recognised as a provider of learning of adequate quality in any sense, an organization or institution must comply with various criteria such as the following. It must:

- Be registered as a provider in terms of applicable legislation (e.g. the different Acts that apply to different sectors, as set out on the portal Page 'Understanding and Implementing the NQF'). Public providers such as schools or FET colleges are automatically registered, as they fall under the authority of the Department of Education. Private providers have to go through a prescribed process to register with the Department of Education, as this is a pre-condition for applying for accreditation with the relevant body (e.g. a SETA, Umalusi, or the Higher Education Quality Council).
- Have a [quality management system \(QMS\)](#). A Quality Management System is a specified set of roles, procedures and instruments for ensuring that an organisation's commitments to quality are met. It also covers the way in which an organisation manages its information, such as financial information or learner records.
- Be able to develop, deliver and evaluate learning programmes, including the appropriate outcomes-based assessment processes that culminate in specified NQF qualifications or standards. Many SETAs require providers to submit their learning programmes to them for a learning programme approval process.
- Comply with any assessment requirements (external or internal) linked to that qualification, curriculum or programme.
- Have the necessary financial, administrative and physical resources.
- Have policies for: staff selection, appraisal and development; learner entry, guidance and support systems; the management of off-site practical or work-site components; the management of assessment.

- Have the necessary reporting procedures.
- Have the ability to achieve the desired outcomes using available resources and procedures.

The Learning Programme Page on this portal gives more information on how providers can align their programmes to the NQF, while the Strategic Governance Page deals with some of the legislated requirements for conformance to the NQF. You will also find more information on accreditation on these two Pages.

In addition, the NQF Support Link developed various tools that can be used by providers and learning organisations to help them understand their roles and relationships in the NQF environment. In Useful Guidelines you will find a list of templates you can use for this purpose.

These include:

- Toolkit 1 = matching vision to own organisation template
- Toolkit 2 = template for analysing a programme in relation to NQF levels and ABET
- Toolkit 4 = template for mapping organisation against NSDS
- Toolkit 5 = template for mapping gender equity
- Toolkit 7 = template for analysing implementation in organisation

[Answer to FAQ 7, Understanding and Implementing the NQF, the NQF Gateway]