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**MQA**

**Mining and Minerals SETA**

**Terms and Definitions for  
Accreditation of Providers**

**Submission by the  
Education, Training and Quality Assurance**



# Terms and definitions for Accreditation of Providers

The following terms and definitions have been drawn from the SAQA ETQA Regulations for the ETQA function of the MQA.

## Accreditation

Accreditation describes the processes and criteria by which the MQA will give formal recognition that an institution, body or person is competent in terms of a specific purpose, for example as an assessment agency, as an assessor, a moderator or as a provider of education and training services

## (Accredited) Provider

Any person or body (as described above) who, having met the quality assurance criteria laid down by SAQA, has been formally recognised by SAQA through the relevant Education and Training Quality Assurance Body (ETQA)

## Applied competence

Means the ability to put into practice, in the relevant context, the learning outcomes acquired in obtaining a unit standard and/or qualification

## Assessor

Means the person who is registered by the Education and Training Quality Assurance Body (ETQA) in accordance with criteria established by the Standards Generating Body (SGB) to measure the achievement of specified National Qualifications Framework standards or qualifications, and “constituent assessor” has a corresponding meaning

## Assessment

Is the process of gathering and weighing evidence in order to determine whether learners have demonstrated outcomes specified in unit standards and/or qualifications registered on the NQF. The generic assessor standard registered by SAQA entitled ‘Plan and conduct assessment of learning outcomes’ outlines the process in detail. The management of assessment is the responsibility of providers

## Constituent

Means belonging to the defined or delegated constituency of an organization or body referred to in the SAQA ETQA regulations. ETQA’s have constituent providers, constituent learners and constituent assessors

## **Core learning**

Means that compulsory learning required in situations contextually relevant to the particular qualifications, and “core” has a corresponding meaning

## **Credit**

Means that value assigned by the National Authority to ten (10) notional hours of learning

## **Critical outcomes**

Means those generic outcomes which inform all teaching and learning, and ‘critical cross-field education and training outcomes’ has a corresponding meaning

## **Education and Training Quality Assurance Body (ETQA)**

Means a body accredited in terms of section 5(1)(a)(ii) of the SAQA Act, responsible for monitoring and auditing achievements in terms of national standards or qualifications, and to which specific functions relating to the monitoring and auditing of national standards or qualifications have been assigned in terms of section 5(1)(b)(i) of the SAQA Act

## **Elective learning**

Means a selection of additional credits at the level of the National Qualifications Framework specified, from which a choice may be made to ensure that the purpose of the qualification is achieved, and ‘elective’ has a corresponding meaning

## **ETD Practitioner**

Education, Training and Development Practitioner, is a term used to include the whole spectrum of educators and trainers: teachers, trainers, facilitators, tutors, markers, lecturers, development, officers, mentors and the like

## **Evidence Facilitation**

Is the process by which candidates are assisted to produce and organize evidence for the purpose of assessment. It is not an essential part of every assessment process, but is useful in many contexts. The generic unit standard ‘Facilitate the preparation and presentation of assessment evidence by candidates’ currently being generated by the SGB outlines this process in detail

## **Exit level outcomes**

Means those defined points of learning in a qualification at which a learner may leave the programme with recognition of learning achieved

## **Field**

Means a particular area of learning used as an organising mechanism for the National Qualifications Framework

## **Fundamental learning**

Means that learning which forms the grounding or basis needed to undertake the education, training or further learning required in the obtaining of a qualification and 'fundamental' has a corresponding meaning

## **Integrated assessment**

Means that form of assessment which permits the learner to demonstrate applied competence and which uses a range of formative and summative assessment methods

## **Learning programme**

Means the combination of courses, modules or units of learning (learning materials and methodology) by which learners can achieve the learning outcomes for a qualification

## **Mining Qualifications Authority (MQA)**

This tripartite body is composed of State, employer and employee organisations within the mining industry and is to advise the Minister of Minerals and Energy about the creation and maintenance of education and training standards for the mining industry.

- Generates education and training standards and qualifications for the mining and minerals sector which will be registered by SAQA on the NQF
- Acts as the ETQA and the SETA for the mining and minerals sector

## **Moderation**

Is the process of ensuring that assessments have been conducted in line with agreed practices, and are fair, reliable and valid. The generic assessor standard registered by SAQA entitled 'Moderate assessments' outlines the process in detail. One moderator usually checks the work of several assessors to ensure consistency. The management of moderation is the responsibility of the provider

## **Moderating body**

Means a body specifically appointed by the MQA for the purpose of moderation

## **National Standards Body (NSB)**

A registered body established by SAQA, responsible for establishing education and training standards or qualifications, and to which specific functions relating to the registration of national standards and qualifications have been assigned.

Organised into twelve fields of learning

Establishes criteria for the registration of assessors and moderating bodies

## **National Qualifications Framework (NQF)**

A set of principles and guidelines, by which records of learner achievement are registered to enable national recognition of acquired skills and knowledge thereby ensuring an integrated system that encourages life-long learning.

## **National Unit Standard**

It is a description of the end points of learning. Is the smallest unit that can be credited to a learner. It may be stand alone, but are generally forms part of a qualification. It is a statement of expectation and / or aspiration and forms the basis for the judgements or assessments that are made.

## **Notional hours of learning**

Means the learning time that it is conceived it would take an average learner to meet the outcomes defined, and includes concepts such as contact time, time spent in structured learning in the workplace and individual learning

## **Outcomes**

Means the contextually demonstrated end-products of the learning process

## **Primary focus**

Means that activity or objective within the sector upon which an organization or body concentrates its efforts

## **Professional body**

Means a statutory body registered as such in terms of the legislation applicable to such bodies, or a voluntary body performing the functions contemplated in the legislation for such bodies but not registered as such

## **Provider**

Means a body which delivers learning programmes (practical and or theoretical) which culminate in specified National Qualifications Framework standards or qualifications and manages the assessment thereof

## **Qualifying learner**

Means a learner who has obtained a unit standard and/or qualification

## **Quality assurance**

Means the process of ensuring that the degree of excellence specified is achieved

## **Quality audit**

Means the process of examining the indicators which show the degree of compliance with the QMS

## **Quality management system (QMS)**

Means the combination of processes used to ensure that the degree of excellence specified is achieved

## **Qualification**

Represents a planned combination/sequence of national unit standards that is intended to provide qualifying learners with applied competence and a basis for further learning

A cluster of learning the industry wishes to recognise

## **Recognition of prior learning (RPL)**

Means the comparison of the previous learning and experience of a learner how so ever obtained against the learning outcomes required for a specified qualification or unit standard and the acceptance for purposes of qualification of that which meets the requirements as specified in the accreditation documentation

## **Registered constituent assessor and moderator**

Means a person who is registered by the MQA, in accordance with criteria established for this purpose by the ETQA to measure the achievements of specified National Qualifications Framework standards or qualifications. All ETQA's must have register of assessors. They may also wish to have similar registers of moderators and verifiers

## **Registered constituent verifiers**

Means persons placed on an official register by the MQA after meeting agreed criteria. Constituent verifiers may be contracted by the ETQA to carry out verification activities on its behalf in relation to the achievement of specified National Qualifications Framework standards or qualifications

### **Registered standards**

Means standards or qualifications registered on the National Qualifications Framework

### **Sector**

Means a defined portion of social, commercial or educational activities used to prescribe the boundaries of an Education and Training Quality Assurance Body.

In the context of this document means the mining and minerals sector

### **Specialized learning**

Means that specialized theoretical knowledge which underpins application in the area of specialisation and “specialisation’ has a corresponding meaning

### **Standard Generating Body (SGB)**

Means a body registered in terms of section 5(1)(a)(ii) of the SAQA Act, responsible for establishing education and training standards or qualifications, and to which specific functions relating to the establishing of national standards and/or qualifications have been assigned in terms of section 5(1)(b)(i) of the SAQA Act

### **South African Qualifications Authority (SAQA)**

South African Qualifications Authority was promulgated by the South African Qualifications Authority Act (No 58 of 1995), for the following purposes:

- To oversee the development of the NQF by formulating and publishing policies and criteria for the registration of bodies responsible for establishing education and training standards or qualifications,
- For the Accreditation of bodies responsible for monitoring and auditing achievements in terms of such standards and qualifications,
- To oversee the implementation of the NQF by ensuring the registration, accreditation and assignment of functions to the bodies referred to above, as well as the registration of national standards and qualifications on the framework.

### **Skills programme**

A programme of learning that includes a large element of workplace or on the job training, and leads to a standard, or standards registered on the NQF. The targeted standards should be in line with the priorities of the Sector Skills Plan and the National Skills Development Strategy

### **Single purpose provider**

A provider that offers a range of education and training programmes and DOES fit conveniently into the primary focus of a SETA

### **Multi purpose provider**

A provider that offers a range of education and training programmes and DOES NOT fit conveniently into the primary focus of a SETA

### **Learnership**

A work based learning route to a qualification registered on the NQF

Integrates theory and work experience

In the context of this document, the learning programme for a qualification that is registered by the MQA

### **Short Course**

A learning intervention that contributes towards the outcomes of one or more unit standards and/or qualification

### **Verification**

The process by which the recommendations from the provider about the award of credits or qualifications to learners are checked. It is an ETQA function to verify the claims of providers that assessment has been properly conducted and moderated

### **Validation**

The overall, broader mechanism used by an ETQA to ensure that the assessments of learners (both internal and external) are in line with national standards and qualifications and that consistency is maintained over time and across different contexts