1. PURPOSE

1.1. The purpose of this information circular is to explain the verification process that applies to qualifications offered by training providers accredited by a Sector Education and Training Authority (SETA) and the effect of such process on persons who must meet the qualification requirements by 31 December 2013 (“providers”).

2. VERIFICATION PROCESS

2.1. The quality assurance processes that apply to qualifications offered by training providers accredited by a SETA must be subjected to a verification process prior to the qualification being awarded to the learner. Until such time that the verification process has been completed a learner cannot be regarded as having successfully obtained the qualification.

2.3. Those persons that have completed the qualification modules and assessments may have received a certificate of competence from the training provider. However, a certificate of competence does not mean that the qualification has been awarded. This is so, because the certificate must still go through the SETA verification process. Only once the verification has been completed to the satisfaction of the SETA can the qualification be awarded.

3. IMPACT OF VERIFICATION PROCESS ON PROVIDERS

3.1 Persons who must meet the qualification requirements by 31 December 2013 may not be able to comply therewith due to the relevant SETA verification process not having been completed.

3.2 The Registrar, in order to avoid that providers are adversely impacted by the verification processes of the relevant SETAs, has decided to assist those affected providers by granting them an extension, on an individual basis, to the qualification deadline of 31 December 2013. The extension will endure until such time that the SETAs have completed their verification processes. The Registrar was informed that the estimated date of completion is 31 March 2014.

3.3. Providers who are required to obtain a full qualification by 31 December 2013 may apply to the Registrar for the extension referred to above provided that-

3.3.1. they have completed a full qualification;

3.3.2. such qualification is subject to the verification process of a SETA;
3.3.3. a certificate of competence was issued by the training provider stating that the competence certificate is subject to SETA verification; and

3.3.4. all assessments, assignments, portfolios of evidence and examinations relating to the such qualification were completed prior to 31 December 2013.

3.4. Persons that may be affected are urged to obtain confirmation from the training provider through which they have opted to complete the full qualification as to whether or not the qualification that they have completed requires SETA verification.

3.5. The objective of the extension is to prevent affected providers who have completed their qualifications being in breach of the qualification requirements due to the verification processes of the relevant SETAS not being completed by 31 December 2013.

3.6. Affected providers must submit their applications for the extension referred to above to fais.exemptions@fsb.co.za. The application must be accompanied with the certificate of competence referred to in paragraph 3.3.3 above.