

Glossary of terms

Accreditation

The certification for a specified period of time of a person or a provider as having the capacity to fulfill a particular function specified by the Seychelles Qualification Authority

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

Achievement

Recognition granted to a learner when all required learning outcomes associated with a particular unit standard and/or qualification have been successfully demonstrated

Alignment

Positioning of a qualification at the respective level on the qualifications map

Apprenticeship

A programme of education and training where the learner spends a greater proportion of time learning in a workplace

Articulation

Horizontal and vertical pathways linking qualifications

Assessment

The process of collecting evidence of learners' work to measure and make judgments about the achievement or non-achievement of specified unit standards and/or qualifications

Authority

Means the Seychelles Qualification Authority established by section 3 of the Seychelles Qualifications Authority Bill No. 11 of 2005

Board

The Board of the Authority constituted under section 6 of the Seychelles Qualifications Authority Bill No. 11

Competence

The knowledge, skills, attitudes and personal attributes combined with the underlying understanding to achieve specific unit standards related to a qualification

Competency Based Approach (CBA)

The systematic planning of an integrated learning pathway in a given field of study where students acquire competencies and achieve outcomes of growing complexity guided by facilitators

Credit

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

Course

Refers to a programme of education and training

Comparability of qualifications

Extent to which similarities and differences may be established between two or more qualifications, using NQF level descriptors, notional hours, entry criteria and other relevant information

Curriculum

A set of aims and specific objectives to be achieved by learners; the knowledge, understanding, skills and attitudes learners must develop; possible strategies and activities for successful teaching and learning, and evaluation processes for assessing students' performance

Educational Programme

Means a course of study, whether conducted in an educational institution or otherwise, that is designed to meet the learning needs of an individual or a group of persons

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

Equivalence

Extent to which qualifications are considered on a par with another qualification within or outside the country of origin, based on an in-depth analysis of their specifications

Field of learning

An organising mechanism for unit standards and qualifications registered on the NQF

Formal education

Unit standard and/or qualifications obtained through validated programme of education and training consisting of credits, formal assessment and a minimum of 30 notional hours

Informal learning

Learning acquired through non-validated programme of education and training such as short courses and workshops

Learner

Any person who is acquiring or has acquired knowledge, skills, attitudes and values or competencies

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

Moderation

The process which ensures that assessment of the outcomes described in the NQF standards and qualifications is fair, reliable and valid

Moderator

Person appointed by the SQA to perform the task of moderation

National Certification

Process of formally recognizing the successful completion of unit standards and/or qualifications by a learner through the issue of an official document endorsed by SQA

National Standards Setting Committees

A body appointed by the SQA responsible for the development of unit standards and qualifications

National

The term “National” is reserved to signify a nationally recognized, endorsed, and validated qualification bearing the imprimatur of the Seychelles Qualifications Authority

Non-formal learning

Learning obtained through work experience, self study, volunteer activities, leisure and life experiences or any achievement

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

Pathway

Access route to a specified qualification

Performance criteria

Precise evaluative statements specifying what is to be assessed and the required level of performance

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

Portability

Transfer of credits from one qualification to another

Professional body

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

Programme of education and training

A process by which learners acquire knowledge, skill and competence and includes courses of study or instruction, general information on the type of award, duration, entry level, rationale, list of competencies, the essential competencies present in all post-secondary programmes and the specialized units directly related to a particular function

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

Quality Assurance Audit

The process undertaken to measure the compliance with accreditation criteria as specified by the SQA

Recognition of Prior Learning (RPL)

The recognition of learning howsoever obtained for purposes of certification

Registration of unit standards and qualifications

Unit standards or qualifications are registered on the NQF once the minimum requirements set by the SQA are met

RPL Coordinator

Person appointed by the SQA to oversee the process of RPL where required

RPL Initiator

Person appointed by the SQA to meet with the applicant, pre-evaluate the portfolio and make appropriate recommendations

RPL Process Team

Consists of an initiator, a coordinator and assessors appointed by the SQA in collaboration with the relevant professional body, where required, to measure the achievement of the learner against specified NQF unit standards or qualifications

Sector

A defined classification of social, commercial or educational activities

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

Unit standards

Unit standards are registered statements of desired education and training competencies and their associated performance criteria together with administrative and other information (e.g. standard and level numbers, number of credits etc.)

Validation

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