

**Recognition of Prior Learning Policy
Madzibhandila**

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Recommended by



**Head of Department
(Maisela RJ)**

2015-06-23

Date

Approved by



**Hon MEC for Agriculture
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2015/6/23

Date

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0.4			

Approval of Policy

Approved this Date	:	
Approved By	:	
Signature	:	

Please note that the implementation of the policy contained in this document is subject to approval and signature of the delegated authority.

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3. ABBREVIATIONS

ATIs	Agricultural Training Institutions
DAFF	Department of Agriculture, Forestry and Fisheries
NQF	National Qualifications Framework
RPL	Recognition of Prior Learning

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1. INTRODUCTION

Historically, higher education institutions gave access to an elite few, focusing mainly on school leavers with good matric passes (with exemptions). In light of the access and admission policies guidelines, laid down by SAQA, the use of the matriculation pass may only be used as a guideline and not a reason for refusal of admission into a learning programme. Hence, the need arises for the recognition of relevant prior learning as a tool for access into the Agricultural Colleges.

2. PURPOSE

Although access is the primary objective for the RPL Policy the following objectives are important:

- 2.1 To assess the competencies (skills and knowledge) that a candidate may have in place enabling him/her to enter the higher education sector, despite not meeting the formal entrance requirements of the institution.
- 2.2 To assess the competencies (skills and knowledge) that a candidate may have in place enabling him/her to enter into a learning programme at a NQF level higher than the qualification already obtained by the candidate, *i.e.* Diploma in Agriculture.
- 2.3 To assess the competencies (skills and knowledge) that a candidate may have in place so that he/she may be awarded credits for any part of a learning programme that he/she is to enter at the institution.
- 2.4 To assess the competencies (skills and knowledge) that a candidate may have in place so that he/she may obtain course exemption for credits obtained from another institution.

3. SCOPE

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This policy applies to all students registered for higher education qualifications at the Agricultural College.

4. AUTHORITY OF POLICY

The RPL Policy is issued under the authority of both the Member of the Executive Council (MEC) for Agriculture as the Executive Authority of the LDA and the Head of Department (HOD) as the Accounting Officer of the Limpopo Department of Agriculture.

5. APPLICABLE LEGISLATION

- Green Paper on National Agricultural Training Institutes
- Approved Norms and Standards for Agricultural Training Institutes

6. PRINCIPLES

The following rules/principles apply:

- 6.1 To obtain course exemption, 80% of the syllabus or curriculum will have to be covered.
- 6.2 To obtain a qualification from ATI at least 50% of credits have to be obtained at ATI through the normal learning process (refer to 4 below).
- 6.3 Credits awarded are only valid for 5 years, after which the credits will be forfeited if the candidate has not completed at least another 120 credits towards the qualification through the normal learning process.
- 6.4 Any credits obtained through the RPL process may not be acknowledged at another Institution.
- 6.5 ATIs will not issue qualifications on RPL alone, but may give access to the qualification, e.g. A person may gain direct access into the Diploma in Agriculture, but the candidate will not be issued with a Higher Certificate in Agriculture (refer to 1 above).
- 6.6 The applicable fee must be paid prior to any assessment being conducted.

7. POLICY PROVISIONS

In order to achieve the objectives of the RPL policy, procedures for the objective appraisal of RPL submissions must be implemented. Steps in the procedure are as follows.

- 7.1 A written request for RPL must be submitted in writing to the Head of Academics (i.e. Vice-Principal: Academic Affairs).
- 7.2 A meeting with relevant staff and the Head of Academics will be arranged to assess the potential for RPL success.
- 7.3 If the possibility of success is high, an assessment plan is agreed on with the candidate (i.e. forms of assessment, as well as a proposed date and venue for assessment).
- 7.4 The request will be submitted to Agricultural Tertiary Institutions RPL committee who will appoint an assessor(s).
- 7.5 The competencies of candidates will be assessed according to the following criteria:
 - 7.5.1 **Relevance** or applicability of learning experiences to objectives of the institution's programme.
 - 7.5.2 **Validity:** Is there a sound relationship between the prior learning and the requirements of the institutions programme?
 - 7.5.3 **Quality:** Is the prior learning at an acceptable level – does it conform to the outcomes of the institution's programme?
 - 7.5.4 **Transferability:** Can the learner interpret what he/she has learnt and transfer/apply it to other situations?
 - 7.5.5 Can the claimed prior learning be **verified by authentic and relevant documentation/evidence (portfolio)?**
 - 7.5.6 Is the prior learning still **valid and applicable?**
- 7.6 Further evidence may be required by the assessors and must be provided by the candidate.
- 7.7 If the RPL process is unsuccessful, the candidate may appeal to the Principal of ATI, who will forward it to an independent assessor, as appointed by the ATI.
- 7.8 **FORMS OF RPL**
The following forms of RPL may be used (not exclusive):
 - 7.8.1 Assessment Instruments (Challenge examination)
 - 7.8.2 Portfolio of Evidence
 - 7.8.3 Interview (oral)
 - 7.8.4 Recognition of formal learning at another Institution

8. MONITORING AND EVALUATION

Monitoring and Evaluation of this policy would be conducted by the Agricultural Training Institute.

9. DISPUTE RESOLUTION

Any disputes in relation to this policy, its application and implementation shall be managed in line with the Agricultural Training Institute's dispute resolution and grievance mechanisms.

10. DEVIATIONS FROM THE POLICY

This RPL Policy will be applicable in all relevant cases and under no circumstances will any deviation of the RPL Policy be allowed. Should any deviation be deemed necessary, it will only be done with the written consent of the HOD of the Limpopo Department of Agriculture. Deviations to this policy shall be submitted to the relevant delegated authority for consideration.

11. INCEPTION DATE

The inception date is the date of approval of this document.

12. TERMINATION AND REVIEW CONDITIONS


The RPL Policy will be reviewed every 24 months (2 years) or as and when a need arise and may be replaced by the Policy from DAFF.

13. ENQUIRIES

All enquiries regarding this policy should be directed towards the Limpopo Department of Agriculture at 015 294 3000/Madzivhandila Agricultural College at 015 962 7200.

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