

# Admission Policy

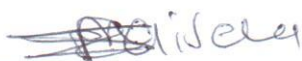
## Tompi Seleka College of Agriculture

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Head of Department

(Maisela, RJ)

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Date

Approved by:



Hon MEC for Agriculture and Rural Development

Mapula Mokaba-Phukwana (MPL)

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Date

<b>Table of Contents</b>		<b>Page</b>
<b>1.</b>	<b>Acronyms and abbreviations</b>	<b>1</b>
<b>2.</b>	<b>Executive summary</b>	<b>2</b>
<b>3.</b>	<b>Introduction</b>	<b>2</b>
<b>4.</b>	<b>Purpose and objectives</b>	<b>2</b>
<b>5.</b>	<b>Authority</b>	<b>2</b>
<b>6.</b>	<b>Legal framework</b>	<b>2</b>
<b>7.</b>	<b>Scope of application</b>	<b>2</b>
<b>8.</b>	<b>Definitions</b>	<b>3</b>
<b>9.</b>	<b>Policy Pronouncements</b>	<b>3</b>
<b>9.1</b>	<b>Procedures</b>	<b>3</b>
<b>9.2</b>	<b>Admission requirements</b>	<b>3</b>
<b>9.3</b>	<b>RPL</b>	<b>4</b>
<b>9.4</b>	<b>Registration</b>	<b>4</b>
<b>9.5</b>	<b>Monitoring and evaluation</b>	<b>4</b>
<b>9.6</b>	<b>Dispute resolution</b>	<b>4</b>
<b>10.</b>	<b>Default</b>	<b>4</b>
<b>11.</b>	<b>Inception date</b>	<b>5</b>
<b>12.</b>	<b>Termination and review</b>	<b>5</b>
<b>13.</b>	<b>Enquiries and reporting</b>	<b>6</b>



**1. Acronyms and abbreviations**

DAFF	Department of Agriculture, Forestry and Fisheries
HOD	Head of Department
LDARD	Limpopo Department of Agriculture and Rural Development
MEC	Member of Executive Council
RPL	Recognition of Prior Learning



## **2. Executive summary**

The Admission Policy discuss all matters regarding admission of students to the Tompi Seleka College of Agriculture. The impact of prior learning and recognition thereof is discussed while the procedures, admission requirements and registration is attended to.

## **3. Introduction**

Access concerns all College actions that effect the admission and successful throughout participation of the student. Successful throughout participation of the students is the shared responsibility of both the College of Agriculture as a whole as well as the student personally. The fundamental value of the College of Agriculture's Admission Policy is to ensure equal access to all prospective students.

The College has committed itself to the admission of prospective students who have the potential to study successfully and to optimise the potential of students whose performance was handicapped because of insufficient preparation at school. Entry into the instructional programmes of the Tompi Seleka College of Agriculture is subject to meeting the minimum entry requirements.

The Tompi Seleka College of Agriculture's Admission Policy is based on the modified Swedish System where weighted results are used – with provision for recognition of prior learning (RPL).

Due to the national directive that Colleges of Agriculture should take the approved Norms and Standards for Agricultural Training Institutes into consideration when developing Policies, alignment to these Norms and Standards has been applied to this Policy.

## **4. Purpose and objectives**

The purpose of this Admission Policy is to outline detailed criteria for admission into the Tompi Seleka College of Agriculture as a student.

## **5. Authority**

This Admission Policy for Tompi Seleka College of Agriculture is issued under the custodianship of the Hon MEC for Agriculture and Rural Development in Limpopo and the Head of Department (HOD) as Accounting Officer of the Limpopo Department of Agriculture and Rural Development (LDARD).

## **6. Legal framework**

- Constitution of the Republic of South Africa, 1996
- Green Paper on Agricultural Training Institutes
- Recognition of Prior Learning Policy



## 7. Scope of application

This admission Policy applies to all prospective students as well as those students who have been registered in the past.

## 8. Definitions

For the purpose of this Admission Policy, the following terms will have the following meaning:

Admission:	The approval to report for registration as a student of the College, irrespective of a candidate being registered previously as a student at the College
College:	Refer to Tompi Seleka College of Agriculture
Students:	Refer to all persons registered for training at Tompi Seleka College of Agriculture
Prospective student:	Refer to a person who wish to study/would like to register at the College
College of Agriculture:	For the purpose of this policy, College of Agriculture (to replace Agricultural Training Institute) will be used until such time when the approved Norms and Standards document for Agricultural Training Institutes is fully implemented.

## 9. Policy Pronouncements

### 9.1 Procedures

- 9.1.1 Applications for admission to the College must be made on the prescribed forms. The application form must be completed in detail and signed by the student.
- 9.1.2 Each application for admission must be accompanied by documentation as stipulated in the Regulations for Admission at the College.
- 9.1.3 Admission of students to the College with special learning needs (including various forms of disabilities), is investigated in each specific case and tested against the Policy.

### 9.2 Admission requirements

- 9.2.1 The minimum requirement for admission to the Diploma in Agriculture, is a National Senior Certificate (Grade 12 ) certified by UMALUSI and complying with the minimum statutory requirements for admission to Diploma study (or such

qualification as which may be recognised by the College as equivalent, or prior learning as recognised by the College).

Admission to Diploma study requires a National Senior Certificate, certified by UMALUSI, with an achievement of "3" (40-49%) in at least four (4) recognised 20-credit subjects.

- 9.2.2 Based on the languages used as medium for instruction at the College, it is advisable that students should offer English as a Home language or as a First Additional language together with any other language of their choice.
- 9.2.3 Life Orientation (and the marks obtained) is not calculated in the admission points and is also not a required subject, but it may be considered in borderline cases.
- 9.2.4 Selection of candidates for the respective study programmes may further be done in accordance with any other criteria and such procedures as the College may develop from time to time. Prospective students will be adequately informed in advance of such criteria and procedures.
- 9.2.5 Selection for the Further Education Programmes is based on the prescribed norms of the different qualifications and standard units.
- 9.2.6 As a result of specific capacity restrictions, the College reserves the right to select candidates for admission to the instructional programme. This implies that prospective students that meet the minimum requirements for admission will not necessarily be admitted to the study programme. As a result of the capacity restrictions and the over offer of students, the students will be selected on basis of their scholastic performance.
- 9.2.7 The achievement of the minimum requirements does not necessarily guarantee admission to the instructional programme.

### 9.3 Recognition of Prior Learning

Previously obtained qualifications, training and experience, will be considered for admission to certain programmes.

The Recognition of Prior Learning Policy of the College discuss this matter in detail.

### 9.4 Registration

- 9.4.1 No prospective student may report for registration unless notified in writing in advance by the Principal that he/she has been accepted as a student. Registration takes place on the prescribed time as determined by the College. No candidate shall be allowed to report for registration after the last date and time laid down – unless written consent from the Principal has been obtained for late registration. On the day of registration, the student must submit a written permission to report for registration and the appropriate recognised certificate. The final Grade 12 results remain the determining factor with regard to admission and registration.



9.4.2 In the case of a student who fails to submit documents and/or statements required on dates as prescribed, the Principal may:

- i) Cancel registration
- ii) Refuse admission to examination to such a student

9.4.3 On registration, every student shall be supplied with a student card which will serve as evidence that he/she has been registered as a student.

### **9.5 Monitoring and evaluation**

Monitoring and evaluation as well as Advocacy of this Admission Policy should be conducted by the College itself.

### **9.6 Dispute resolution**

Any disputes in relation to this Admission Policy, its application and the implementation shall be managed in line with the College's dispute resolution and grievance mechanisms.

## **10. Default**

No deviation from this Policy will be allowed. Should any deviation from this Policy be needed, it will only be permitted (i) after submission of a proper written motivation to the HOD and (ii) with the written permission of the HOD.

## **11. Inception date**

The date of inception of this Admission Policy, is the date of approval (as indicated on the cover of this Policy document).

## **12. Termination and review**

This Admission Policy will be reviewed every three years (or as and when a need arise) and may be replaced by a transversal Policy presented by Department of Agriculture, Forestry and Fisheries (DAFF) at any time.

Should the Policy still be in the review process by the time it lapses, an extension period is applicable and the approved Policy remain valid until the reviewed version is approved.

**13. Enquiries and reporting**

All enquiries regarding this Admission Policy, should be directed towards: Tompi Seleka College of Agriculture at 013 264 5300.

The specific College of Agriculture is responsible for the timeous review, circulation, advocacy, availability and feed-back regarding this policy document. The specific College of Agriculture is responsible for reporting towards oversight bodies in the event of enquiries with regards to this policy document.

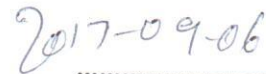
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