



Freight Forwarders Institute

**PROCEDURE:
RECOGNITION OF PRIOR LEARNING (RPL)**

TABLE OF CONTENTS

| | |
|---|---|
| 1. Definitions and acronyms | 3 |
| 2. Introduction | 3 |
| 3. Purpose and scope..... | 3 |
| 4. Principles..... | 3 |
| 5. High-level processes | 4 |
| 6. Responsibilities | 4 |
| 6.1 designation committee | 4 |
| 7. Relevant procedures..... | 4 |
| 8. Related policies and other documentation | 4 |

1. DEFINITIONS AND ACRONYMS

Recognition of Prior Learning (RPL)

Recognition of Prior Learning (RPL) refers to RPL is understood as: “the principles and processes through which the prior knowledge and skills of a person are made visible, mediated and rigorously assessed and moderated for the purposes of alternative access and admission, recognition, or further learning and development.” (SAQA, 2013; CHE, 2016). RPL refers to the recognition of prior, uncertified learning.

Professional designation

Professional designation indicates registration of the individual with a professional body, and, where relevant, the right to practice in the particular field of expertise governed by the professional body.

2. INTRODUCTION

The FFI recognises the importance of the Recognition of Prior Learning (RPL) in South-Africa for the development of an equitable education and training system that facilitates access to, mobility and progression, including movement between the three sub-frameworks of the NQF as well as registration with professional bodies.

XXXX is committed to the responsibilities of a SAQA recognised professional body as specified in the SAQA Policy on Recognition of Prior Learning (RPL).

3. PURPOSE AND SCOPE

This policy guides the RPL practice of the FFI.

It applies to all members of the FFI, regardless of the level/designation.

4. PRINCIPLES

The FFI is committed to:

- a)** Comply with the national SAQA Policy and Criteria for the Recognition of Professional Bodies and the Registration of Professional Designations(2012);
- b)** Include an RPL route as an integral requirement for attainment of its professional designations as stipulated in the SAQA Policy and Criteria for the Recognition of Professional Bodies and the Registration of Professional Designations (2012);
- c)** Collaborate with SAQA, the Quality Councils and the relevant providers to incentivise and advance quality RPL provisioning in the sector; and
- d)** Progressively develop and enhance its capacity to initiate and support RPL provision in accordance with this policy.

5. HIGH-LEVEL PROCESSES

5.1 Application for RPL for new applicants

The following process is applicable to RPL candidates:

- Candidates will be allowed to submit a portfolio of evidence that clearly demonstrates their competence against the outcomes of the qualification that underpins the particular designation;
- Should the FFI competencies portfolio of evidence meet the requirements of the committee, the candidate will then be exempted from the qualification requirement and allowed to then proceed on to the panel interview process; and
- Compiling a portfolio of evidence should in no way be seen as an easy route to designation. The compilation of the portfolio and the evaluation of it must be comprehensive, thorough and rigorous.

6. RESPONSIBILITIES

6.1 Designation Committee

The Committee shall:

- a. Develop an RPL assessment tool for each of the designations;
- b. Accredit service providers to assess candidates against the required competences; and
- c. Ensure administration of the RPL system by the administrative staff of the FFI.

7. RELEVANT PROCEDURES

- a. Procedure: RPL

8. RELATED POLICIES AND OTHER DOCUMENTATION

- a. Criteria: recognition of RPL providers
- b. RPL assessment instrument
- c. RPL application form