



**INTERNATIONAL
AGRICULTURAL
ACADEMY
FOR AFRICA**



POLICY ON ADMISSION, READMISSION, SELECTION, RPL and CAT & NON-DISCRIMINATION

Document Number	01/VER002/23
Responsible Department	Training Department
Responsible Person	Head of Training
Approved by	Board of International Agricultural Academy for Africa (Pty) Ltd
First Publication	25 April 2023
Date of Approval (reviewed)	26 January 2024
Implementation Date	12 February 2024
Review Date	October 2025

Background

The International Agricultural Academy for Africa (i3A) was established on 21 July 2015 and accreditation was awarded by the Agricultural Sector Education Training Authority: Education Training Quality Assurance (AgriSETA ETQA) which falls under the South African Qualifications Authority (SAQA).

The role of AgriSETA facilitates the implementation of learning through Learnerships, Skills Programmes, Adult Education and Training, and tertiary studies or in-service training. To ensure the quality provision of education and training, AgriSETA is also responsible for accrediting sector-specific training providers and for monitoring the standards of training presented.

SAQA registers qualifications and part-qualifications on the National Qualifications Framework (NQF) upon recommendation from the Quality Councils (QCs). The role of SAQA, as stipulated in the NQF Act, is to advance the objectives of the NQF, oversee the further development and implementation of the NQF, and coordinate the Sub-Frameworks. SAQA's functions are set out in section 13 of the NQF Act. SAQA acknowledges the work of all NQF partners and stakeholders in implementing the Credit Accumulation and Transfer (CAT) Policy and Criteria and further developing the CAT system in South Africa. This system is for the benefit of all lifelong learners and towards the implementation of an integrated, articulated, quality-assured NQF.

Purpose

This policy aims to prescribe:

- the requirements for admission to The International Agricultural Academy for Africa.
- the requirements for readmission to The International Agricultural Academy for Africa.
- the Recognition of Prior Learning (RPL) and Credit Accumulation and Transfer (CAT).
- the requirements for registration to The International Agricultural Academy for Africa.
- that The International Agricultural Academy for Africa does not discriminate.

Scope

This policy applies to all e-learn and campus (academies) students at The International Agricultural Academy for Africa which is registered on the online platform, Agri-Pedia.

Policy/Procedure

Objectives

Guidelines according to which The International Agricultural Academy for Africa could exercise its decision-making powers to admit students to its accredited and registered qualifications. To ensure that all applicants meet the minimum requirements for i3A's accredited qualifications. i3A retains the right to set specific admission requirements for particular qualifications and skills courses. To ensure that all applicants meet the minimum requirements to register at i3A.

Applications

Any person is allowed to apply to study at The International Agricultural Academy for Africa. To successfully apply the applicant must complete the i3A Application Form, provide a copy of their Identification Document, latest school results, highest qualification obtained and a short resume/cv.

Minimum Requirements

Applicants are conditionally admitted based on their latest school term results or equivalent results subject to meeting all minimum requirements as presented below with their final results as the deciding factor for final admission.

Table 1: NQF Level for each school grade

NQF Level	Qualification/ Grade
1	Grade 9
2	Grade 10
3	Grade 11
4	Grade 12

The National Qualifications Framework (NQF) stipulates the minimum requirements for admission to a qualification.

Table 2: Minimum Requirements

Qualification	NQF Level	Minimum Requirements
National Certificate: Agricultural Extension (SAQA ID 59550)	NQF 6	The student must have a qualification on NQF Level 5 in a related technical sub-field
National Diploma: Plant Production (SAQA ID 49010)	NQF 5	The student must have the following subjects on NQF Level 4: Mathematics or Mathematics Literacy English Home Language or First Additional Language
National Diploma: Animal Production (SAQA ID 49011)	NQF 5	The student must have the following subjects on NQF Level 4: Mathematics or Mathematics Literacy English Home Language or First Additional Language
National Certificate: Plant Production (SAQA ID 49009)	NQF 4	The student must have the following subjects on NQF Level 2: Mathematics or Mathematics Literacy English Home Language or First Additional Language
National Certificate: Animal Production (SAQA ID 48979)	NQF 4	The student must have the following subjects on NQF Level 2: Mathematics or Mathematics Literacy English Home Language or First Additional Language
National Certificate: Agric Sales & Services (SAQA 14854)	NQF 4	The student must have a qualification on NQF Level 2
National Certificate: Plant Production (SAQA ID 49052)	NQF 3	The student must have the following subjects on NQF Level 2: Mathematics or Mathematics Literacy English Home Language or First Additional Language
National Certificate: Animal Production (SAQA ID 49048)	NQF 3	The student must have the following subjects on NQF Level 2: Mathematics or Mathematics Literacy English Home Language or First Additional Language

National Certificate: Plant Production (SAQA ID 48975)	NQF 2	The student must have the following subjects on NQF Level 1: Mathematics or Mathematics Literacy English Home Language or First Additional Language
National Certificate: Animal Production (SAQA ID 48976)	NQF 2	The student must have the following subjects on NQF Level 1: Mathematics or Mathematics Literacy English Home Language or First Additional Language
National Certificate: Mixed Farming Systems (SAQA 48977)	NQF 2	The student must have the following subjects on NQF Level 1: Mathematics or Mathematics Literacy English Home Language or First Additional Language

The closing date for applications may be extended to achieve the required number of admissions and forecasted number of registrations. The closing dates for selection programmes vary. All closing dates for applications are available on the i3A website and/or social media.

Students from SADEC countries will be treated as home students for purposes of admission and selection.

Recognition of Prior Learning (RPL)

The International Agricultural Academy for Africa recognises prior learning as an alternative pathway to a formal qualification. The Recognition of Prior Learning (RPL) officials compare previous knowledge, skills, learning and experience of a prospective student against the learning outcomes required for a specific qualification (SAQA Regulation 452, No. 18787, March 1998) to provide alternative access and admission. RPL may be used to grant access to a qualification programme, or advanced standing/exemption from modules or courses constitutive of a particular qualification. Exemption from modules or courses does not translate to credits being awarded for those modules or courses. No credits should therefore be awarded for the modules or courses that a student is exempted from doing on the basis of RPL. A student who is granted exemption from doing specific modules or courses in a qualification programme on the basis of RPL will complete the qualification with a total number of credits that are less than the normally required number of credits for the qualification in question. RPL creates such an exception, and the student concerned should not be compelled to do more modules or courses to make up for the difference in the total number of credits. Full qualifications cannot be awarded solely based on RPL. Similarly, an exemption based on RPL should be limited to not more than 50% of the modules or courses of the qualification programme in question. This means that no student should be exempted from more than 50% of the modules or courses required for any particular qualification. The admission of RPL students will take place after the application closing date.

Credit Accumulation and Transfer (CAT)

Credit Accumulation and Transfer (CAT) is a term that is used to refer to the mechanism for promoting articulation between qualifications within a sub-framework of the NQF. The purpose of CAT is to provide for the mobility of students and enhance their chances of successfully completing their qualifications. Credit accumulation can take place within institutions or between institutions. The recognition of credits for the purposes of transfer from one qualification to another is determined by the nature of the qualifications, the relationship between the complexity and extent of the curricula associated with the specific modules to be recognised for exemption and/or inclusion, and the nature of the assessment used. As regards an incomplete qualification, all the applicable credits may be granted for the new

qualification, except in respect of a student from another institution, in which case no more than 50% of the credits required to obtain the qualification may be recognised from those modules completed at the other institution. A maximum of 50% of the credits of a completed qualification may be transferred to another qualification. This practice seeks to protect the integrity of qualifications by ensuring that the exception does not become the norm. The admission of RPL students will take place after the application closing date.

Registration/Enrollment

After an applicant was selected to study at The International Agricultural Academy for Africa registration needs to take place. In order to successfully register the applicant must submit all the registration and financial documents and pay the Registration Fee as set out in the Financial Policy. The successful submission of the above-mentioned will lead to the applicant becoming a student at i3A where the student will then be registered on the platform and enrolled in the qualification that was applied for. The student will then receive Proof of Registration.

Readmission

If a student has officially terminated their studies or had a break in their studies they must apply for re-admission. If the student withdrew from the qualification they studied they may be considered for immediate readmission to the same qualification from which they withdrew or a similar qualification which contained modules that they have already taken and completed successfully.

Readmission is subject to the student being able to demonstrate that the circumstances that required them to withdraw from their original course have now changed and that they are now in a position to resume their studies.

Depending on how far the student completed their studies, a Proof of Registration with the duration and outstanding modules for the qualification will be issued to the student. Only modules that were fully completed and passed will count towards the readmission of the qualification.

Non-Discrimination

- Discrimination is any act or omission that directly or indirectly disadvantages another person based on one or more prohibited grounds or based on the perceived membership of the complainant of a group(s) identified by one or more prohibited grounds. As part of The International Agricultural Academy for Africa's commitment to achieving substantive equality, all students and staff with disclosed disabilities, any gender, any religion and any race will be allowed to meaningfully participate in all processes outlined in i3A's policies.
- Hate speech is any communication (consisting of, for example, words, images, chants, songs, flags, symbols, slogans or pictures) that could reasonably be construed to demonstrate a clear intention to:
 - Hurt, insult or degrade (where a reasonable person, informed by the values of the Constitution, would also have been hurt or felt insulted or degraded in the same circumstances).
 - Harm or incite harm against.
 - Promote or propagate hatred against any person or group of persons belonging to or assumed to belong to a group identified by one or more prohibited grounds.
- Harassment and sexual harassment include written or graphic material that is placed on walls or notice boards or elsewhere on-premises or circulated in the workplace or educational setting including by email, text messaging, social media and voicemail. Harassment and sexual harassment may vary in degree of severity or complexity.

Short Courses

The same applies to skills courses held where the training provider is The International Agricultural Academy for Africa except for:

- Assessments: they are submitted in hard copy or on the Agri-Pedia platform.
 - Attendance Registers: there are registers that need to be completed and signed during the training.
 - Lecturers: in the case of an online short course the training is presented online and with physical short courses the training is physically presented by a facilitator.
 - Bookings: the participant needs to place a booking and register for a short course at shortcourses@i3a.co.za.
 - Finance: the participant needs to request an invoice (finance@i3a.co.za) and pay on or before the training takes place.
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