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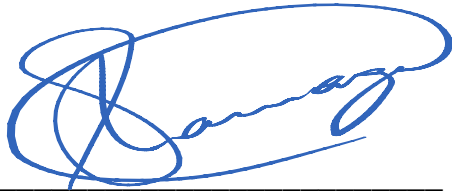
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# RECOGNITION OF PRIOR LEARNING (RPL)



## CONFIRMATION OF CONSULTATION

I declare that this policy/procedure manual has been communicated to all members for inputs towards the development or review of the CGASA human resource management policy. I also declare that consultation with members has been conducted in good faith with all members.



Signature: \_\_\_\_\_

2020/09/20

Date \_\_\_\_\_

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## **1. Introduction**

CGASA management recognises the Recognition of Prior Learning as an integral part of transforming the current South African Public Finance and Accounting Sector and providing professional capacity needed by the sector. CGASA accepts the challenge to assess the prior learning of the public finance and accounting officials in an attempt to appropriately designate these officials and promote life long learning.

## **2. The Purpose of the Policy**

The main purpose of this policy is to:

- Prescribe a criteria for the implementation of CGASA RPL strategy.
- Provide alternatives for accommodating prior learning within the prescribed framework.
- Contribute toward the attempts to redress the imbalances of the past.

CGASA realised that RPL is important to all qualifying finance and accounting officials who possesses the skills acquired through life or work experiences. CGASA therefore endeavours to designate these officials accordingly and provide them a life long learning opportunity. This policy ensures that all the qualifying officials gain recognition for their proven competence. The assessment in this regard focuses on ways to evaluate a person's life long working experience against against predetermined criteria.

RPL takes into account:

- Formal study/education and training programmes,
- Work experience (in house and on job training),
- Internships and learnership programmes.

Credit is granted for RPL only when the RPL applicant's knowledge and skills meet the set criteria.

## **3. Scope of application**

This policy is applicable to all public finance and accounting sector officials who possesses a Grade 12 or less qualification and a minimum of fifteen years working experience in the public finance and accounting sector.

#### **4. Definitions**

Recognition of Prior Learning means processes and principles through which a person's prior knowledge and skills are made visible and assessed for the purpose of certification, alternative access and admission, and further learning and development.

The processes involves educational, training activities, and services through with processes of RPL is applied. These activities include the provision of the RPL related information, advising, coaching, administrative services, alternative access programmes, intergrated curriculum design, and a variety of formative and summative assessment practices (SAQA Regulation No 802, October 2012:18).

#### **5. Administration**

- All RPL applications are administered by the academic and industry experts.
- RPL Policies and assessments are regularly monitored, reviewed, and revised.
- RPL records are kept in terms of the CGASA policies.

#### **6. RPL Criteria**

In order to qualify for CGASA RPL, the applicant must:

- Be at least 30 years of age,
- Have a minimum of 15 years Public Finance and Accounting work experience,
- Submit a Portfolio of Evidence (Identity Document **ID**, Comprehensive CV, Personal letter of Motivation, Letter of recommendation from the employer detailing technical and soft skills, Transcripts and certificates, Current job profile, detailed list of qualifications and work experience)

- Be available for a personal or telephonic interview.

All RPL applications are subject to evaluation by the RPL team of experts. The following criteria will be applicable to RPL evaluations:

- Compliance,
- Authenticity,
- Currency, and
- Sufficiency.

The applicant will get the response back within 14 days.

## **7. Appeal**

If the applicant is not satisfied with the selection or assessment outcome, the applicant can appeal the decision. The general appeal procedure is applicable.

## **8. Competencies**

The member in this category should:

- Be able to apply the mind and solve challenges that are work related,
- Promote and facilitate team work in the working environment,
- Be able to work under pressure and still meet deadlines,
- Be able to evaluate the collected data,
- Be able to do oral and written representations.
- Demonstrate utmost respect for the environment and health of other,
- Apply the international methods of problem solving.

(SAQA, 2020)

## **9. Effective Date**

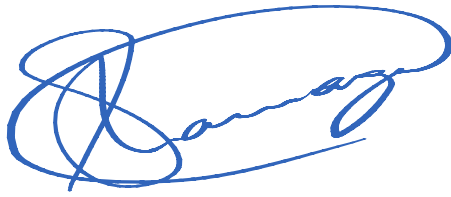
This policy is immediately applicable.

## **10. Policy Review**

This policy shall be reviewed annually.

## **11. Policy Approval**

**This Policy is approved and signed at Nelspruit on this 20<sup>th</sup> day of September 2020.**



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**SIGNATURE**

**CHAIRPERSON - CGASA**

## **12. LIST OF SOURCES**

SAQA Regulation No 802, October 2012:18

SAQA. (2020, 09 01). *NATIONAL SENIOR CERTIFICATE*. RETRIEVED FROM SAQA:  
<HTTPS://REGQS.SAQA.ORG.ZA/VIEWQUALIFICATION.PHP?ID=49647>