



## **What is a Skills Programme?**

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A **Skills Programme** is an accredited short course that leads to credits on the National Qualifications Framework (NQF) and is managed by Sector Education and Training Authorities (SETAs). **A Skills Programme is part of a Qualification** (Learnership) and can include a standalone Unit Standard or a cluster of Unit Standards that would include core, fundamental and elective learning outcomes.

A **Unit Standard** is the smallest unit that can be credited to a learner. Each Unit Standard has a number of credits allocated to it. Each credit is equivalent to 10 notional hours. Notional learning hours are the estimated learning time taken by the 'average' student to achieve the specified learning outcomes of the course-unit or programme and includes theory, assessments and workplace experience. They are therefore not a precise measure but provide students with an indication of the amount of study and degree of commitment expected.

Formative, summative and practical assessments completed by the learner are placed in a file and form part of their **Portfolio of Evidence (POE)**. These assessments are assessed and moderated by subject matter experts appointed by the training provider. The POE is then submitted to the SETA for external moderation and final confirmation as to whether the learner is found to be competent or non-competent. Competent learners receive a Statement of Results and a qualification certificate.