

Questions and Answers

on

Changes in Registration and Accreditation

Registration of Training Institutions

1. Is the registration of Training Institution compulsory?

As per the Mauritius Qualifications Authority Act 2001, no owner or Manager of a training institution shall operate a training institution unless it has been registered and accredited under this Act.

2. What are the main changes in the Registration/Renewal of Training Institution?

As from **01 October 2019**, only one application for the registration/renewal of training institution should be submitted. Application for Registration as Manager, Programme Officer and Trainer is not applicable under the new legislation. However, the profile of Manager, Programme Officer and Trainer should be submitted as part of the application.

3. What are the new submissions in the new applications for Registration/Renewal of Training Institution?

The profiles of Manager, Programme Officer and Trainer together with copies of their qualifications and evidence of work experience should be submitted along with the applications.

4. What should be included in the profiles of Manager, Programme Officer and Trainer?

The National Identity Card Number (or Passport Number for foreign nationals), Title, Surname, Other Names, Residential Address, Phone Number, Mobile Number, Email Address, Qualifications and Work Experience are required. The new application form for Registration as Training Institution makes provision for the above information.

5. Will Manager, Programme Officer and Trainer be required to register?

Under the new legislation, no application for Registration/Renewal of Manager, Programme Officer and Trainer is henceforth needed.

6. What if there is a change in Manager and/or Programme Officer?

The Training Institution shall apply for Authorisation of Change to the Mauritius Qualifications Authority and submit the profile of the new Manager and/or Programme Officer.

7. Is there any change in application/registration fees?

The processing/registration fees will no longer be applicable for Manager, Programme Officer and Trainer.

Only a processing fee of Rs 7,500/- for new Training Institution, Rs 3,000/- for renewal of Training Institution plus a Registration fee of Rs 7,500/- for Registration of Training Institution will be applicable.

Total cost for the registration of:

New Training Institution: Rs 15,000/- Renewal of Registration of Training Institution: Rs 10,500/-

8. Is there any change to the Application Form?

The application form for Registration/Renewal of Training Institution has been reviewed and a new application form is applicable as from **01 October 2019**. (Refer to item 24)

9. Are Training Institutions required to submit courses for Approval or Accreditation at time of application for the Registration as Training Institution?

Training Institutions only need to submit the title of course/programme they intend to run together with profile of trainer/s at time of registration.

10. Will there be a review of the Certificate of Registration of Training Institution issued by the MQA?

All Certificates issued prior to **01 October 2019**, will remain valid until their expiry dates. New Certificates of Registration of Training Institution will additionally include the names of the Manager and the Programme Officer.

11. Is there any change to the Conditions Governing Registration/Accreditation ?

The Conditions Governing Registration/Accreditation have been reviewed and are available on the MQA website (www.mqa.mu)

Approval of Non-Award Course

12. Is there any change regarding application for approval of Non-Award Course?

The MQA will approve Non-Award courses up to 31 March 2020.

Applicant shall submit the profile of the trainer at the time of submission for application for course approval.

13. Will registered Training Institutions continue to run Non-Award Courses ?

Registered Training Institutions may run Non-Award courses post March 2020 and a further communication in this regard will be issued in due course.

14. Is there any change in the application form of Non-Award Course?

The Training Institution shall submit the profile of its trainer/s at time of application for course approval.

15. Is there any new criteria for the Approval of Non-Award Course?

Same criteria would apply, however, the approval of the course will be based on the profile of the trainer/s, amongst others.

16. Will there be any change in the validity of previously approved Non-Award Courses?

The Non-Award Courses already approved by the MQA will remain valid till the date of expiry stated in the letters of approval/Certificates of Registration.

17. Is there any change in the application fee for Approval of Course?

There is no change in the application fee. The fee is Rs 600/- per application up to 31 March 2020.

Accreditation of Programme

18. What are the changes for the application of Accreditation of Programme?

The application form for the accreditation of programme has been reviewed and henceforth the Training Institution shall submit profile of trainer/s for every programme for which accreditation is being sought.

19. Is there any new criteria for Accreditation of Programme?

The criteria for accreditation of programme will remain as per the Quality Assurance Framework (QAF), however, the accreditation will now be based on the profile of the trainer/s.

20. What are the applicable fees for Accreditation of Programme?

The fee is Rs 3,000/- for processing of application and Rs 3,000/- for accreditation per programme.

Registration of Trainer

21. Who will be eligible to deliver training for the purpose of Accreditation and Approval ?

The Training Institution shall ensure that the trainer satisfies the requirement as per the Quality Assurance Framework to be eligible to deliver training for accredited programmes and approved courses.

22. What is the validity of the Certificate of Registration of Trainer?

As from **01 October 2019**, the validity of Registration as Trainer is no more relevant as registration of trainer is not applicable. However, the Training Institution has to submit the profile of its trainer/s at time of application of approval of course & accreditation of programme. A register of trainers will still be kept/maintained by the Authority.

23. Will programme Approval/Accreditation require registered Trainer?

Programme approval/accreditation will be subject to trainer's eligibility to run programme though registration as trainer by MQA will not be required.

Others

24. Where to find the new application forms?

The new application forms can be downloaded from the MQA website (<http://www.mqa.mu>) or obtained at the MQA counter.

25. What will happen to previously Accredited programmes, Approved courses and registered Training institutions?

Approval, accreditation and registration of Training Institution will remain valid as per letter/Certificates issued by the MQA, unless there is a request for Authorisation of Change

26. What will happen to previously registered Manager/Programme Officer and Trainer?

The profiles and details of previously registered Manager/Programme Officer and Trainer valid as at 30 September 2019 will be kept/maintained in the MQA registers.

Note:

For additional queries/information, kindly call at the MQA Office, Pont Fer, Phoenix or send request to helpdesk@mqa.mu