

## **What are FIETA provider accreditation requirements?**

- a. Is registered as a provider in terms of the applicable legislation at the time of application for accreditation;
- b. Has a quality management system which includes but is not limited to-
  - i. Quality management policies which define that which the provider wishes to achieve;
  - ii. Quality management procedures which enable the provider to practice its defined quality management policies; or
  - iii. Review mechanisms which ensure that the quality management policies and procedures defined are applied and remain effective;
- c. Is able to develop, deliver and evaluate learning programmes which culminate in specified registered standards or qualifications;
- d. has the-
  - i. Necessary financial, administrative and physical resources;
  - ii. Policies and practices for staff selection, appraisal and development;
  - iii. Policies and practices for learner entry, guidance and support systems;
  - iv. Policies and practices for the management of off-site practical or work-site components;
  - v. Policies and practices for the management of assessment;
  - vi. Necessary reporting procedures; and
  - vii. The ability to achieve the desired outcomes, using available resources and procedures considered by the Education and Training Quality Assurance Body to be needed to develop, deliver and evaluate learning programmes which culminate in specified registered standards or qualifications. and
- e. Has not already been granted accreditation by or applied for accreditation to another Education and Training Quality Assurance Body contemplated in regulation 2.

## **Which forms must be completed for accreditation?**

- Application for accreditation form.
- Application for Assessor , moderator and trainers registration form
- Self Evaluation form

## **What are the steps for FIETA accreditation?**

### **Step 1**

Obtain necessary documents from FIETA ETQA Department  
Accreditation Application Form  
Accreditation Criteria document  
Accreditation Guideline Document  
Assessor Registration Criteria Document  
Assessor Registration form  
Self Assessment Form

**Step 2**

Complete Self Assessment and Application form and submit to FIETA ETQA

**Step 3**

FIETA ETQA review of Application forms and Self Assessment

**Step 4**

Site Visit

**Step 5**

Accreditation, Full or Provisional  
Provisional Accreditation

In certain instances it may prove to be impossible for a Provider to meet all the Conforming Requirements, which are specified in this document.