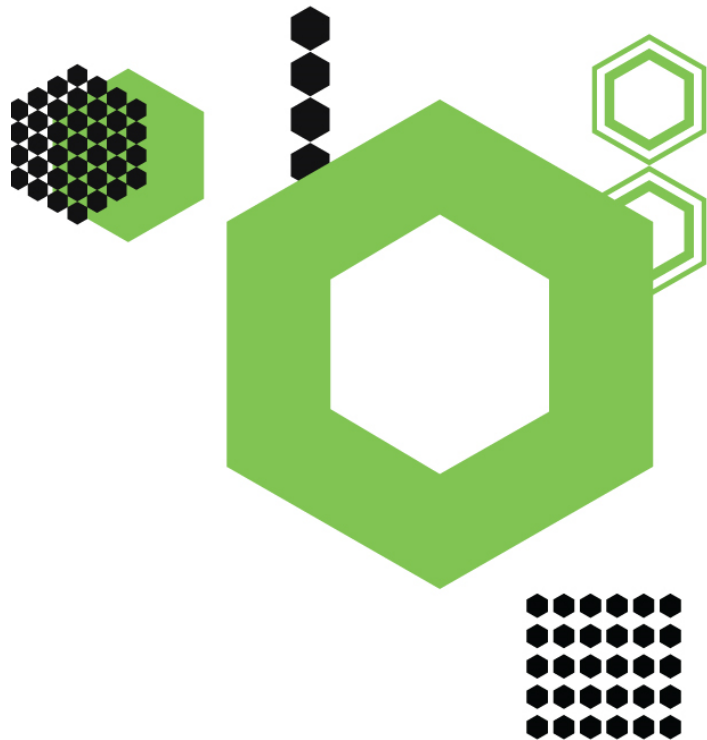


IoDSA Education and CPD Approval Policy



**BETTER DIRECTORS.
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Table of contents

EDUCATION AND CPD APPROVAL POLICY	3
1. PREAMBLE	3
2. APPROVAL CRITERIA FOR PROVIDER RECOGNITION	3
3. APPROVAL CRITERIA FOR EDUCATION PROGRAMMES	4
4. APPROVAL FOR CPD PROGRAMMES	5
5. CURRICULUM.....	5
6. MONITORING OF PROGRAMME DELIVERY	5
7. WITHDRAWAL OR DECLINING OF PROVIDER OR PROGRAMME APPROVAL	5

EDUCATION AND CPD APPROVAL POLICYⁱ

1. PREAMBLE

- 1.1 The IoDSA, as a SAQA recognised professional body, is committed to advancing the following objectives of the National Qualifications Framework:
 - 1.1.1 Establishing a unified national framework for recognising learning achievements;
 - 1.1.2 Facilitating access to education, training and career progression opportunities;
 - 1.1.3 Enhancing the quality of education and training; and
 - 1.1.4 Addressing historical inequalities in education, training and employment opportunities.

One way to support these objectives is by the IoDSA recognising training, education, and development providers that share the goal of enhancing, advancing and recognising the practice of professional directorship.

- 1.2 This policy governs the process and provisions applicable to the approval of education and training provider programmes that facilitate entry into professional designation evaluations and the approval of CPD provider programmes that contribute to the ongoing learning and development of Certified Director[®] and Chartered Director SA[®] members of the IoDSA.
- 1.3 This policy details the requirements for approving:
 - 1.3.1 Education and training provider programmes to enable participants enrolled in approved programmes to qualify for evaluation towards obtaining one of IoDSA's designations.
 - 1.3.2 CPD provider programmes to provide Certified Director[®] and Chartered Director SA[®] members with additional, quality-assured personal and professional development opportunities to enhance their practice against the IoDSA Director Competency Framework[™].

2. APPROVAL CRITERIA FOR PROVIDER RECOGNITION

- 2.1 The provider has the necessary internal resources to effectively oversee and manage quality assurance, development and monitoring of approved programmes.
- 2.2 The provider has the necessary administrative processes to track the progress of students and must have sufficient arrangements in place to ensure the integrity of learner records.
- 2.3 The provider has effective systems in place to offer full and part qualifications, including short learning programmes.

- 2.4 The provider has suitable recruitment, selection and development of qualified subject matter experts and support staff to deliver the programme.
- 2.5 The provider has suitable assessment and moderation strategies and practices implemented.
- 2.6 If the provider offers, and wishes to have recognised, full or part qualifications these must be accredited by a relevant Quality Council.
- 2.7 If the provider offers, and wishes to have recognised, short learning programmes not registered on the NQF or approved by any quality council, the provider must demonstrate operation as a going concern and delivery of governance related training and education for at least five (5) years.

3. APPROVAL CRITERIA FOR EDUCATION PROGRAMMES

- 3.1 Part or full qualifications and short learning programmes that contribute towards the career path of Certified Director® or Chartered Director SA® and contributes to the knowledge, skills and attributes aligned with the IoDSA Director Competency Framework™ may be recognised within admission criteria to obtain the relevant designation. These qualifications/programmes need to map substantially to most of the competencies, and specifically to the components listed in the Director Competency Framework™ and must be deemed to be equivalent to the current qualifications/training required for either designation, as stipulated in the relevant designation's eligibility criteria.
- 3.2 In order to be considered for approval by the IoDSA, the curriculum of the programme must meet:
 - 3.2.1 At least 80% of the competences listed in the Director Competency Framework™ for Chartered Director SA® purposes and meet majority of the level descriptors for NQF 8 or higher as contained in the SAQA Level Descriptors for the South African National Qualification Framework Act.
 - 3.2.2 Between 60 – 79% of the competences in the Director Competency Framework™ for Certified Director® purposes and meet majority of the level descriptors for NQF 6 or higher as contained in the SAQA Level Descriptors for the South African National Qualification Framework Act.
- 3.3 Programme recognition will be valid for a period of three years and can be renewed for periods of 3 years thereafter.
- 3.4 The IoDSA will enter into a formal agreement with the Approved Education Provider.

4. APPROVAL FOR CPD PROGRAMMES

- 4.1 CPD programmes include short learning programmes (SLP), workshops, seminars/conferences or full/part qualifications that provide the Certified Director® or Chartered Director SA® members with the relevant ongoing learning to maintain their designation on an annual basis.
- 4.2 It is important to note that only learning content that is aligned to the Director Competency Framework™ can be considered for approval.
- 4.3 Providers offering CPD programmes are not required to be accredited by a Quality Council.
- 4.4 CPD points will be allocated on the basis of 1 point = 1 hour of learning activity.
- 4.5 Approval for programmes for CPD purposes will be valid for 12 calendar months and may be renewed for periods of 12 months thereafter.
- 4.6 The IoDSA will enter into a formal agreement with the Approved CPD Provider.

5. CURRICULUM

- 5.1 The topics in any programme considered for recognition, either for designation admission criteria or CPD purposes, must be mapped to the IoDSA Director Competency Framework™ on the prescribed format provided by the IoDSA.

6. MONITORING OF PROGRAMME DELIVERY

- 6.1 The IoDSA may arrange to observe, on an ad hoc basis, respective programmes, where considered necessary, for quality assurance and audit purposes.

7. WITHDRAWAL OR DECLINING OF PROVIDER OR PROGRAMME APPROVAL

- 7.1 The following will be sufficient grounds for IoDSA to withdraw provider or programme approval:
 - a) Programme was not renewed after the programme end date;
 - b) Sub-standard delivery as determined by the IoDSA;
 - c) De-registration of the provider by any Quality Council, where applicable;
 - d) De-registration of the programme by SAQA, where applicable;
 - e) Failure to meet any of the initial or ongoing approval requirements.
- 7.2 IoDSA has the right to decline any application if it does not comply with initial approval requirements. IoDSA will furnish a decline notification with reasons for non-approval of provider and/or programme recognition.

- 7.3 After approval is withdrawn or declined for whatever reason, the provider may submit a new application if shortcomings identified in the withdrawal or decline notification was suitably addressed.
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ⁱ Education and CPD Approval policy approved by the Certification Committee on 13 June 2024, implementation immediate.