



SAIA QUALIFICATION EQUIVALENCY PRACTICE NOTE

SOUTH AFRICAN INSTITUTE OF AUCTIONEERS

Practice Note on the Granting of Qualification Equivalency - Educational Exemptions

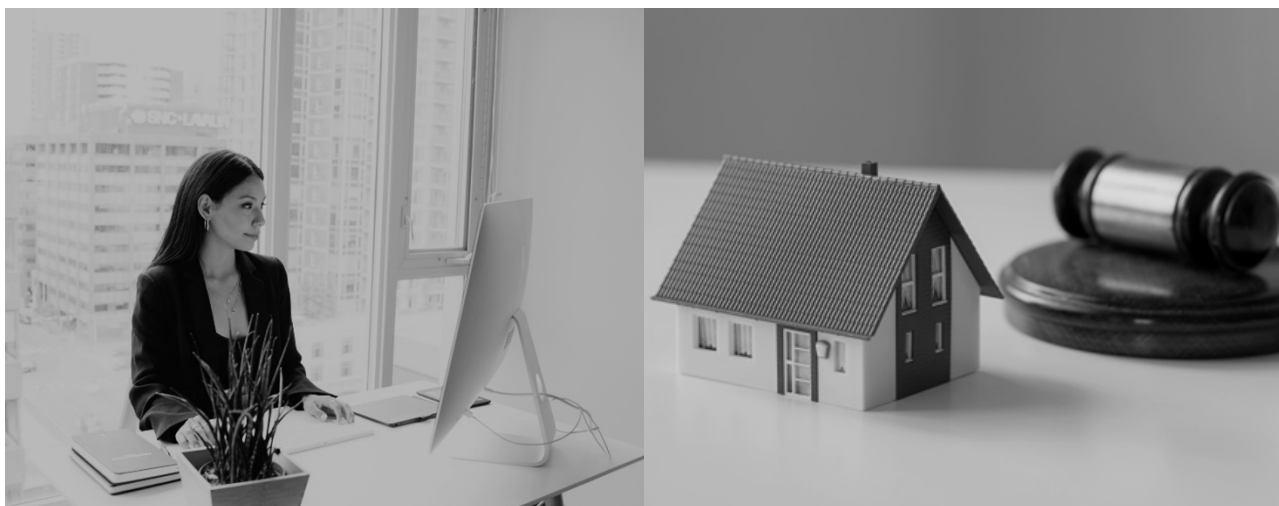
1. PURPOSE

The purpose of Practice Note is to provide guidance to candidates seeking to apply to SAIA for the granting of qualification equivalency exemptions against the NQF Level 4 auctioneer qualifications.

NOTE: This practice note is to be read in conjunction with the latest SAIA Designation Competency Standard and SAIA Designation Awarding Policies.

2. SCOPE OF THE PRACTICE NOTE

This Practice Note shall apply to all auctioneers who wish to apply to the SAIA for the granting of an equivalency exemption from the NQF Level 4 auctioneering qualifications.



3. DEFINITIONS

Equivalency qualifications: The various equivalent qualifications recognised from time to time by SAIA and included in the SAIA approved Equivalency Matrix in respect of the NQF Level 4 auctioneering qualifications.

NQF: The National Qualifications Framework established in terms of the NQF Act and implemented by the South African Qualifications Authority.

NQF Level 4 auctioneering qualification: National Occupational Certificate: Auctioneer, NQF 4, 180 credits, SAQA ID 120670 - required to be completed by SAIA designated Associate Auctioneers and Certified Auctioneers.

4. SAIA APPROVED EQUIVALENCY MATRIX

4.1 The equivalency matrix shall comprise the SAIA approved equivalent qualifications in respect of:

4.1.1 The National Occupational Certificate: Auctioneer

as amended from time to time, against which the equivalency assessments contemplated in paragraph 7 are to be undertaken. The Equivalency Matrix as it evolves is deemed to be attached to this Practice Note and shall form an intrinsic part hereof.

4.2 Necessary adaptations and changes may, however, be made by SAIA to the Equivalency Matrix from time to time.

5. THE ASSESSMENT OF EQUIVALENCY EXEMPTION APPLICATIONS BY SAIA

As from 1 January 2022 only those equivalency exemptions against the NQF Level 4 and/or NQF Level 5 auctioneer qualifications which have been duly assessed and granted by the SAIA on the basis of the equivalency qualifications shall be accepted by the SAIA.

6. PROCEDURE WHEN APPLYING FOR AN EQUIVALENCY EXEMPTION

Candidates wishing to apply to SAIA for the granting of an equivalency exemption against the NQF Level 4 auctioneering qualifications, as the case may be, are required to prepare, and submit to the SAIA, an appropriate Portfolio of Evidence which shall comprise, at least, the following documentation, namely:

6.1 the candidate's full curriculum vitae.

6.2 original(s), or certified copy(ies), of all qualifications awarded to the candidate in respect of which the candidate applies for the granting of an equivalency exemption.

6.3 original(s), or certified copy(ies), of the statement(s) of courses passed towards the attainment of the qualification(s) referred to in 6.2.

6.4 any such additional documentation as SAIA may believe are necessary and required for the purpose of assessing the equivalency qualifications.

7. THE ASSESSMENT PROCESS

7.1 After SAIA has received the Portfolio of Evidence referred to in paragraph 6 above from the candidate concerned, that Portfolio of Evidence shall, as soon as reasonably possible, be duly assessed against the equivalency qualifications in accordance with the established criteria for a valid and accurate assessment.

7.2 The assessment referred to in 7.1 shall be conducted by SAIA employees and/or contracted affiliates who are auctioneering constituent assessors and/or moderators and who have complied with all relevant South African Qualifications Authority criteria for the registration of assessors and/or moderators for the NQF Level 4 auctioneering qualifications, as the case may be.

7.3 Should SAIA assessors, in their sole discretion, require that the validity of any qualifications submitted by candidates be further confirmed, they may, at the cost of the applicant, have such qualification(s) verified by a registered verification agency or by the South African Qualifications Authority.

7.4 Where a candidate has submitted a foreign qualification or qualifications as equivalency qualifications, SAIA assessors shall, in writing, request that the candidate have the qualification(s) verified by the South African Qualifications Authority before the qualification(s) can be assessed for exemption purposes, at the cost of the applicant.



8. ISSUING EQUIVALENCY EXEMPTION LETTERS

8.1 If a candidate, after due assessment of that candidate's qualifications against the equivalency qualifications, in accordance with the requirements of paragraph 7, is found to be entitled to the grant of an equivalency exemption in respect of the Further Education and Training Certificate: auctioneering and/or the National Certificate: Auctioneering, SAIA shall issue an appropriate equivalency exemption letter to that candidate specifically indicating the qualification(s) in respect of which the candidate has been found to be entitled to an equivalency exemption.

8.2 Should a candidate, however, not be found to be entitled to an equivalency exemption that candidate shall be informed accordingly, in writing, by SAIA.

9. THE RETENTION OF SUBMITTED PORTFOLIOS OF EVIDENCE BY SAIA

SAIA shall retain the Portfolios of Evidence submitted by equivalency exemption candidates, as well as any other documentary proof pertaining to the equivalency exemption assessment process that was conducted, until they are no longer required for verification or auditing purposes by either the internal or external auditors of SAIA. Such Portfolios of Evidence may then be released by SAIA to the candidates concerned and dispatched to such candidates at their own cost.

10. FEE FOR THE EQUIVALENCY EXEMPTION ASSESSMENT

10.1 The fee for the consideration by SAIA of equivalency exemption applications shall be determined annually by the Board of SAIA.

10.2 No application for an equivalency assessment against the equivalency qualifications will be assessed until satisfactory proof of payment of the assessment fee has been provided to SAIA by the applicant.

10.3 The fee levied by SAIA for the consideration of equivalency exemption applications is non-refundable.

11. EFFECTIVE DATE

This Practice Note shall be effective as from 1 January 2022 from which date all previous SAIA practices pertaining to the assessment and granting of equivalency educational exemptions against the NQF Level 4 auctioneer qualifications issued by the SAIA are withdrawn.

Issued by:

SOUTH AFRICA INSTITUTE OF AUCTIONEERS

1 July 2024