



**THE FIJI QUALIFICATIONS FRAMEWORK  
QUALIFICATIONS REGISTER**

**POLICY**

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<b>Relevant legislation</b>	Higher Education Act 2008 Higher Education Regulation 2009 Higher Education (Qualifications) Regulation 2010 Higher Education (Qualifications) (Amendment) Regulations 2013 Revised Edition of the Laws (Consequential Amendments) Regulations 2016 Higher Education (Amendment) Act 2017
<b>Related FHEC documents: procedures / guidelines, etc.</b>	Policy 2-1: Accreditation of Programmes Offered by Higher Education Institutions 2-1 Manual: <i>'Criteria, Requirements and Guidelines for Qualification Accreditation'</i> . Policy 2-2: Registration of qualifications on the FQF 2-0 Manual: "Fiji Qualifications Framework: Purpose, policies and procedures" Fiji Higher Education Strategy

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## 1.0 POLICY OBJECTIVES

- 1.1 To ensure the availability and integrity of information about all qualifications on the Fiji Qualifications Framework (FQF) and authorising Higher Education Institutions (HEIs) is publicly available.
- 1.2 To facilitate the comparison of FQF qualifications and authorising HEIs to enable learners to make informed choices.
- 1.3 To provide flexibility in the FHEC's ability to respond to Fiji's changing education and training needs.

## 2.0 POLICY

- 2.1 Working with the Fiji Qualifications Council (FQC), the FHEC shall keep and maintain a register of all accredited qualifications offered by HEIs in Fiji. This register shall be referred to as the '*FQF Qualifications Register*' and shall include all qualification types, both National and provider qualifications.
- 2.2 National qualifications, once developed by Industry Standards Advisory Groups and approved by the FQC are placed on the FQF Qualifications Register.
- 2.3 Provider qualifications offered by HEIs that are not universities will be placed on the FQF Qualifications Register once accredited.
- 2.4 Universities are self-accrediting. The qualifications they offer will be placed on the FQF Qualifications Register.
- 2.5 The FQF Qualifications Register shall comprise the following:
  - 2.5.1 A register of accrediting authorities contributing to the FQF;
  - 2.5.2 A register of FQF qualifications and authorising issuing organisations; and
  - 2.5.3 Register of issued FQF qualifications.
- 2.6 The FQF Qualifications Register must contain sufficient information to correctly identify the following for each qualification:

- 2.6.1 The authorised issuing organisation;
  - 2.6.2 Responsible persons and contact details of the organisation(s), including the contact details for public enquiries;
  - 2.6.3 The full and correct FQF qualification title, including the qualification category, the accreditation period, and any caveats;
  - 2.6.4 The subject / discipline domain;
  - 2.6.5 The level at which the qualification is awarded;
  - 2.6.6 The credit value (or equivalent value in FQF credits where non-FQF credit systems are used);
  - 2.6.7 The allocated serial number; and
  - 2.6.8 Any other information as determined from time to time by the FHEC.
- 2.7 Clear distinctions must be made between National Qualifications and provider qualifications.
- 2.8 Each HEI must keep and maintain auditable records of all the graduates of its registered qualifications that have been recorded / or accredited by the FHEC onto the FQF.
- 2.9 The Fiji Qualifications Council (FQC) shall be responsible for the monitoring and implementation of this policy for qualifications at levels 1 – 10 on the FQF from HEI's that are not universities. The Commission may delegate the responsibility of the monitoring and implementation of this policy, as and when necessary.

***Adding and removal of different categories of qualifications***

- 2.10 The FQC shall be responsible for adding and removing qualification categories from the FQF at levels 1-6. This shall only be done if there is a clear industry, professional or community need and if it is support by a sound educational rationale.
- 2.11 HEIs must apply in writing to the FHEC for the inclusion of a new qualification category or the removal of an existing qualification category following comprehensive consultation with and support from the relevant industry, professional, provider and/or government stakeholders.
- 2.12 The removal of qualification categories from the FQF will be based on robust evidence that:
- 2.12.1 The qualification category is redundant;
  - 2.12.2 There is an agreement from the relevant education and training sectors;
  - 2.12.3 Transition agreements and pathways have been developed for any students who will still be enrolled once the qualification type is phased out; and

- 2.12.4 An equivalence with a remaining FQF qualification category is agreed.
- 2.12.5 The FQC will retain the qualification category descriptor and specifications for any qualifications of this type awarded to graduates.

### 3.0 BACKGROUND

- 3.1 Regulation 14 of the Higher Education (Qualifications) Regulation 2010 requires the FHEC to establish and maintain a qualifications register. Many functions of this, particularly, the guardianship of pre-degree National qualifications is delegated to the Fiji Qualifications Council.
- 3.2 The FQF Qualifications Register is the official national public record of all approved FQF qualifications, accrediting authorities, organisations authorised to issue FQF qualifications, and all FQF qualifications issued. It is a critical platform for the Higher Education Strategy, in that it assists students and other stakeholders to make informed choices about qualifications and their outcomes.

### 4.0 DEFINITIONS

<b>Fiji Qualifications Framework</b>	The FQF is an instrument for the development and classification of qualifications according to a set of criteria for levels of learning achieved. Such a framework is used as a tool for <b>standardising</b> qualifications as well as a tool for <b>regulating</b> the use of titles for qualifications and standards.
<b>Higher Education Institutions</b>	An educational institution in or operating in Fiji that provides award-conferring post-secondary education or provides educational support services for students of other higher education institutions including overseas institutions, including but not limited to: <ul style="list-style-type: none"> <li>a) technical and vocational education and training centres;</li> <li>b) information technology centres;</li> <li>c) secretarial schools;</li> <li>d) language schools;</li> <li>e) hospitality training centres;</li> <li>f) educational agencies;</li> <li>g) caregiving training providers;</li> <li>h) performing arts and sports academies;</li> <li>i) religious educational institutions;</li> <li>j) colleges; and</li> <li>k) universities.</li> </ul>
<b>National Qualifications</b>	Qualifications that are packages of nationally recognized standards, which reflect a meaningful milestone or end point on a learning pathway. The purpose of a qualification is to formally recognise significant achievements and to clearly identify what a person knows and can do. National

	Qualifications are developed by Industry Standards Advisory Committees (ISACs).
<b>Provider Qualifications</b>	Qualifications that have been developed by a registered educational organisation and accredited or recorded by the FHEC. In this case, the title will include the name of the organisation that developed and owns the qualification.
<b>Qualification Category</b>	The type of qualification: e.g. Certificate IV, Certificate VI, Diploma, Postgraduate Diploma, PhD; DEd, etc.
<b>Accreditation</b>	The process of determining whether a programme meets the standards required to enable the qualification that it leads to, to be registered on the FQF.

#### 5.0 APPROVAL BY THE CHAIRPERSON, FIJI HIGHER EDUCATION COMMISSION



Dr Milika Sobey  
Chairperson  
Fiji Higher Education Commission

Date 22/06/17

