



DIRECTIVE 2

TRANSITION

OF

LEARNERS

Introduction

According to the Education (Qualifications) Regulation 2010, Fiji Qualifications Framework (FQF) qualifications are accredited for a period of 5 years. Well before the end of accreditation period, a review of the accredited qualification is to occur, in preparation for re-accreditation of a replacement qualification or removal from the National Register for Fiji Higher Education.

The Quality Standards for Fiji Higher Education (2019) specifically outline for Higher Education Institutions (HEIs) that they must implement a transition policy to ensure that:

1. No new enrolments occur in a qualification beyond its accreditation expiry date.¹
2. When an accredited qualification is expired, within one year:
 - a. All existing enrolled learners have completed and been issued with an academic transcript and testamur (if applicable); OR
 - b. Enrolled learners are transitioned to the replacement qualification.

Principles that apply

The following principles apply:

- The transition period will be no longer than one calendar year from the expiry date of an FQF accredited qualification.
- Enrolled learners shall be given the option to complete their existing qualification within the teach-out period of 1 calendar year, or to transition to the new accredited replacement qualification.
- No enrolled learner is to be disadvantaged as a result of a transition to a replacement accredited qualification.
- All enrolled learners have the right to graduate against the most current accredited qualification and therefore, not be adversely affected in terms of potential employment or study pathways.
- Enrolled learners must not be forced to transition to the replacement accredited qualification if doing so outweighs the disadvantage to them in completing an expired qualification.
- HEIs are to provide accurate and timely advice to enrolled learners and potential learners of qualifications that are approaching their expiry date.
- HEIs are to maximise credit transfer applied to learners transitioning to a replacement accredited qualification, and in accordance with the replacement accredited qualification transition advice.
- HEIs are to provide recognition of prior learning assessment practices (if relevant).

¹ Learners who withdraw from a qualification (that has now expired) and wish to re-enrol in the expired qualification are not considered an enrolled learner and must enrol in the replacement qualification.

Transition arrangements

Action	Potential learner	Enrolled learner	Strategies
The accredited qualification has expired, and a replacement qualification has been accredited.	The HEI cannot enrol a new learner into a qualification beyond its expiry date.	The HEI should transfer currently enrolled learners as soon as practicable to the replacement qualification but no later than one calendar year from the expiry date of the expired qualification.	<p>The registered HEI should apply the credit transfer advice in the replacement accredited qualification to transitioning learners. Recognition of Prior Learning assessments may also be offered to assist in the transition.</p> <p>The registered HEI cannot continue providing education, training and assessment services beyond the one calendar year teach-out period.</p> <p>The registered HEI has three months beyond the one calendar year teach-out period to finalise the reporting of learner outcomes, and issue academic transcripts and testamurs (if relevant).</p> <p>The registered HEI must ensure that the replacement qualification meets the relevant Quality Standards in relation to marketing, educators, learning facilities and resources, and assessment.</p>
The accredited qualification has expired, and there is no replacement qualification accredited.	The HEI cannot enrol a new learner into a qualification beyond its expiry date.	<p>The HEI must plan and not be replaced to ensure that learners have the best opportunity to complete the qualification.</p> <p>The HEI must provide accurate and clear advice to currently enrolled learners of their options beyond the teach-out period of 1 calendar year.</p>	<p>The HEI cannot continue providing education, training and assessment services beyond the one calendar year teach-out period.</p> <p>The HEI has three months beyond the one calendar year teach-out period to finalise the reporting of learner outcomes and issue academic transcripts and testamurs (if relevant).</p>

Templates

HEIs are to ensure that the certification papers meet requirements. They may add to the template, but mandatory information must be included.

Appendices 1–4 include sample templates.

Related documents

- Fact Sheet 3: Recognition of Prior Learning

References

ASQA 2015. General Direction: *Learner transition when a training product is no longer current*. Australian Government.

Fiji Higher Education Commission 2019 (revised edition, 2018). *Fiji Qualifications Framework*. Fiji Higher Education Commission, Fiji.

Fiji Higher Education Commission 2019. Quality Standards for Fiji Higher Education, Fiji Higher Education Commission, Fiji.

Higher Education (Qualifications) Regulation 2010. Government of Fiji, Fiji.

DIRECTIVE 2, VERSION 1, 03/12/2019

FIJI HIGHER EDUCATION COMMISSION

Level 1 Red Cross Building, 22 Gorrie Street, Suva

P: (679) 310-0031, E: info@fhec.org.fj

<http://www.fhec.org.fj/index.php/en/>