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ETDQA Communication 13/2011

ATTENTION: CHIETA ACCREDITED EMPLOYERS OF APPRENTICE TRAINING, DTTCS, PROVIDERS OF APPRENTICE TRAINING

FROM: AYESHA ITZKIN, ACTING CEO (& ETDQA EXECUTIVE MANAGER)

CC: CHIETA REGIONAL MANAGERS, CHIETA ETDQA STAFF, PST MEMBERS, NATC MEMBERS

DATE: 30th August 2011

SUBJECT: ANNOUNCEMENT OF THE CHIETA ETDQA N1 AND N2 EQUIVALENT EXAMINATIONS' PROCESS AND DATES

1. PURPOSE

The purpose of this communication is to remind all the stakeholders in the chemical industries sector that the CHIETAs National Artisan Training Committee (NATC) took a decision to develop and implement the N1 and N2 Equivalent examinations as outlined below.

- A CHIETA N2 Equivalent Examination Process (hereinafter referred to as the N2 Equivalent). The N2 Equivalent will enable the apprentice to obtain the required **N2 4 subjects** (i.e. Mathematics, Engineering Science, a Trade Theory subject and any other related subject) as outlined in the CHIETA Training Schedule for **the specific trade**.
- A CHIETA N1 Equivalent Examination Process (hereinafter referred to as the N1 Equivalent). The N1 Equivalent will enable the apprentice, who does not meet the entry requirements to enter into a trade, to obtain the required **N1 Mathematics or Engineering Science** as required by the CHIETAs Conditions of Apprenticeship.

On the basis of the above NATC decision, the CHIETA undertook to develop a system to implement the N1 and N2 Equivalent examinations to enhance access into Artisan Programmes and readiness for trade tests. Please note that this information to run the examination was also shared with the CHIETA stakeholders at our Artisan Development workshop held on 9th June 2011 in Johannesburg.

The CHIETA Equivalent examinations are scheduled once in four months. The August 2011 exam was postponed to November 2011. **The dates for November 2011 equivalent exams range from 9th November to 24th November 2011.** Full details on these dates are provided in the exam time table attached below. The examinations for 2012 will be held in April, August and November.

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2. WHAT ARE THE KEY REQUIREMENTS TO CONDUCT EQUIVALENT EXAMINATIONS?

The exam process will commence once the following are in place:

- The DTTCs are given the examination procedures, time table, a book list for self unsupervised study for candidates and applications (SD-166 B) for information and completion by respective candidates;
- Fully and correctly completed applications are checked by the DTTCs and submitted to the CHIETA on due date for approval and processing;
- The DTTCs are issued with signed confidential declarations and CDs containing all the relevant examination documents (i.e. assessment instruments) as per the submitted applications.
- All successful applications are captured on the MIS
- The DTTCs are ready to conduct these examinations as per the CHIETA procedures attached below;
- The examinations will be marked by DTTCs' appointed internal examiners and moderated by DTTC appointed internal constituent moderator in line with the CHIETA moderation standard operating practices as outlined in the CHIETA's *Quality Assurance of Learner Achievements Guideline*.
- Marked and moderated examination results are submitted to the CHIETA for processing, capturing and issuing of statement of results within 60 days of the final moderation; and
- The CHIETA will conduct site visits for external moderation during and after the examinations.

The candidates can prepare for the exams through self study or those who can attend at FET colleges, or CHIETA accredited providers, can do so.

3. WHERE WILL THE N1 AND N2 EQUIVALENT EXAMS BE CONDUCTED?

These examinations will be carried out at the CHIETA accredited Decentralised Trade Test Centres (DTTCs) who have submitted fully and correctly completed application forms on time.

4. CLOSING DATE FOR SUBMISSION OF APPLICATIONS FOR EXAMINATIONS

Please note that the closing date for applications is **30th September 2011**. The DTTCs are required to submit their original fully and correctly completed application forms for attention: Ms Lindiwe Mazibuko by no later than **30th September 2011, 16h00** at the CHIETA Offices: No 2 Clamart Road, Richmond, Johannesburg **OR** posted to Ms Lindiwe Mazibuko at P. O. Box 961, Auckland Park, 2006

Please note that no emailed, faxed applications or late applications will be accepted.

For clarity of information, please note that you may contact Tshidi Magonare at (011) 628 7000 or email: tmagonare@chieta.org.za

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5. THE FOLLOWING DOCUMENTS ARE ATTACHED:

5.1 PROC – 011: CHIETA GUIDELINE: IMPLEMENT THE EQUIVALENT TO THE NATED 191 N1 AND N2 IN THE CHEMICAL INDUSTRIES SECTOR



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Apprenticeship Unit\A

5.2 SD-166B: APPLICATION FOR NI AND N2 EQUIVALENT EXAMINATIONS



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Apprenticeship Unit\A

5.3 EXAMINATION TIME TABLE



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Apprenticeship Unit\A

5.4 A LIST OF BOOKS FOR SELF STUDY



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