



**INSTITUTE OF
PEOPLE DEVELOPMENT**

This qualification is aimed at Managers, HR practitioners and Learning & Development practitioners across a variety of workplace environments and those who consult in these fields. The programme is structured around four modules (self-directed learning). Candidates can participate in any one module and then, at a later date, enrol in any further module as and when suitable in order to complete the qualification acquiring marketable skills immediately.

For more information or to find out about our training schedule, contact us:



(011) 315 2913



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www.peopledevelopment.co.za

CERTIFICATE: LEARNING AND DEVELOPMENT

NQF Level 5: 172 Credits

National Certificate: Occupationally Directed Education, Training & Development Practices

Enrolment requirements applicable to candidates who wish to complete this qualification:

- A minimum of two years of work experience
- Applicants must be employed or plan to be employed in an environment within which the learning can be applied

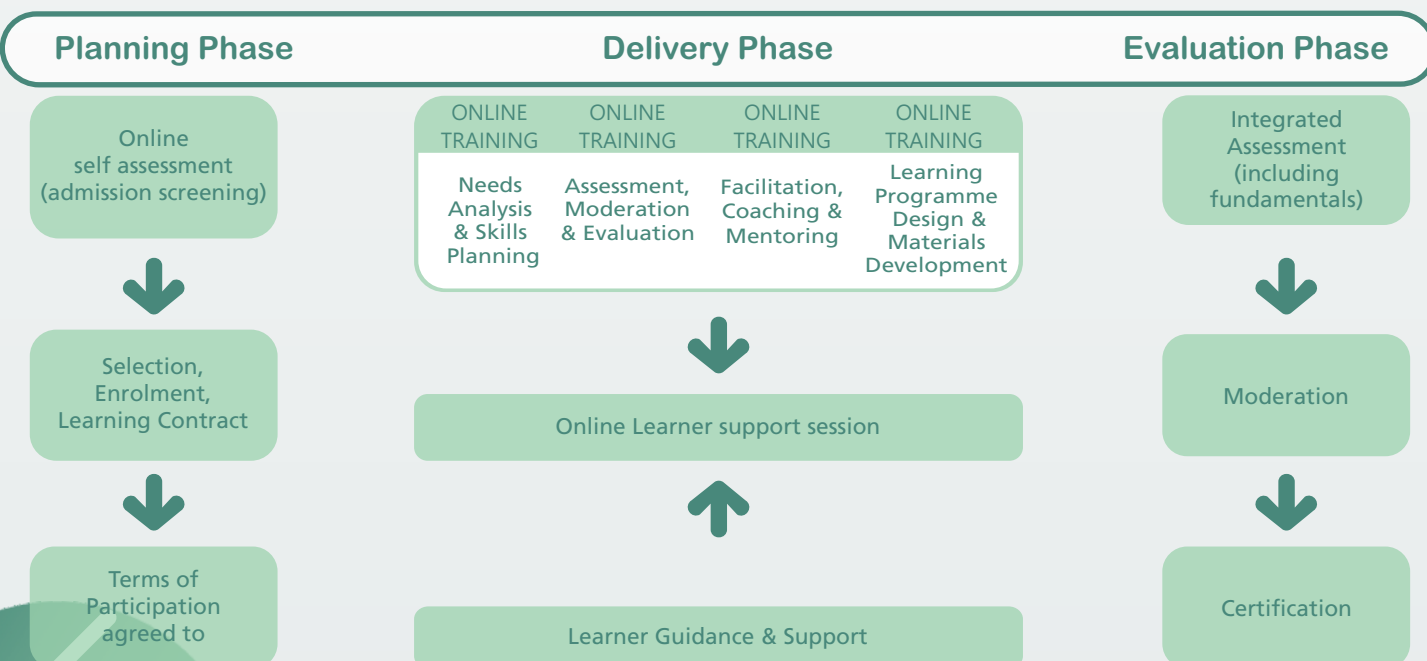
The programme begins with an online Recognition of Prior Learning (RPL) pre-assessment, enabling current competence to be taken into consideration. Each module has been designed as an action-learning programme.

Work schedules are planned and implemented as learning-from-work activities and learning-through-work activities. Group learning is recommended where participants map out their learning schedule.

Each of the four modules is a self-directed learning experience. An Online learner support session can be arranged for each module to assist candidates in completing the module.

Below is an illustration of the programme delivery framework for this qualification.

Programme Structure





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Whilst this Certificate in OD-ETD Practices NQF Level 5 requires candidates to achieve a minimum of 120 credits, these four modules collectively offer a maximum of 172 credits to accommodate those who intend progressing to a Diploma in OD-ETD Practices NQF Level 5. Specialisation options are therefore included for flexibility of career path progression.

The table below outlines the unit standards and exit level outcomes, covered during this qualification. This qualification can be achieved through RPL.

Module	Exit Level Outcomes	Unit Standards
Needs Analysis & Skills Planning (credits: 35)	Conduct skills development facilitation	123396 15218 15217 15232 252041 15221 15227
Learning Programme Design & Materials Development (credits: 51)	Design & develop learning programmes and processes	263976 123401 123394 10305 115790
Facilitation, Coaching & Mentoring (credits: 41)	Facilitate & evaluate learning Provide learning support to learners & organisations	117871 10294 117874 117865 123398 115789
Assessment, Moderation & Evaluation (credits: 45)	Engage in and promote assessment practices	115755 115753 115759 123397

Note: Unit standards remain applicable for the registration period of the qualification.

Course Delivery:	Self-directed online learning	Qualification:	50334
Hours per day (Self-study):	8	Facilitation language:	English
Duration:	up to 1 Year	RPL possible?	Yes



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