

	BQA NCQF QUALIFICATION TEMPLATE	Document No.	DNCQF.QIDD.GD02
		Issue No.	01
		Effective Date	04/02/2020

SECTION A: QUALIFICATION DETAILS													
QUALIFICATION DEVELOPER (S)		Gaborone Institute of Professional Studies (GIPS)											
TITLE	Certificate V in Beauty Therapy, Hairdressing Techniques										NCQF LEVEL	1 2 0	
FIELD	Services			SUB-FIELD			Personal Care			CREDIT VALUE			
New Qualification							√		Review of Existing Qualification				
SUB-FRAMEWORK		General Education					TVET			√		Higher Education	
QUALIFICATION TYPE	Certificate	I	II	III	IV	V	√	Diploma	Bachelor				
	Bachelor Honours			Post Graduate Certificate				Post Graduate Diploma					
	Masters						Doctorate/ PhD						
RATIONALE AND PURPOSE OF THE QUALIFICATION													
<p>RATIONALE:</p> <p>The field of Beauty Therapy, Hairdressing Techniques is crucial in developing countries such as Botswana. The government's long-term strategy to create a SADC business hub will require trained entrepreneurs. Business leaders and managers are the core strength of every economy, and this course will prepare the youth of Botswana to create, lead and start their own business. Human Resource Development Council (HRDC) has identified 12 key sectors of economy, which are derived from the national strategies and priorities such as the Economic Diversification Drive Botswana. Beauty Therapy, Hairdressing Techniques is an identified crucial field under the Finance and Business Services Sector which demonstrates the need of this qualification in the Botswana market (BHRDS Fair and Career Clinics 2018. Pages 92-100.).</p>													

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This Qualification will equip learners with the knowledge and skills to understand implement and assist in projects in the country and create job opportunities as young entrepreneurs, business practitioners and supervisors at public and private organizations. Furthermore, the previous President of Botswana has unveiled an Economic Stimulus Programme (ESP) Launch BOPA 2016, Daily News. <http://www.dailynews.gov.bw/news/details.php?nid=26093>) a strategy for employment and Growth whose objective is to stimulate the economy for the coming years. This package focuses on certain industries in the country and one of the areas is in Beauty Therapy, Hairdressing Techniques. Moreover, Citizen Entrepreneurial Development Agency (CEDA) (CEDA Finance Develop Sustain. <http://www.ceda.co.bw/objectives>) encourages young entrepreneurial graduates to start up business ventures by providing financial aid and one of the main criteria for the applicants to avail the financial aid is a qualification in Beauty Therapy, Hairdressing Techniques.

The stakeholder survey among the industrial and potential business personals in line with the need analysis of the qualification revealed the fact that this qualification is most needed in the current Botswana market. Besides, this qualification is very essential while the country is preparing for the transition from traditional agro-based economy to an industrial knowledge-based economy in order to be able to compete with the other countries in the world and to foster more employment scope to its citizens (www.ibe.unesco.org/en/document/world-data-education-seventhedition-2010-11.P.9).

PURPOSE:

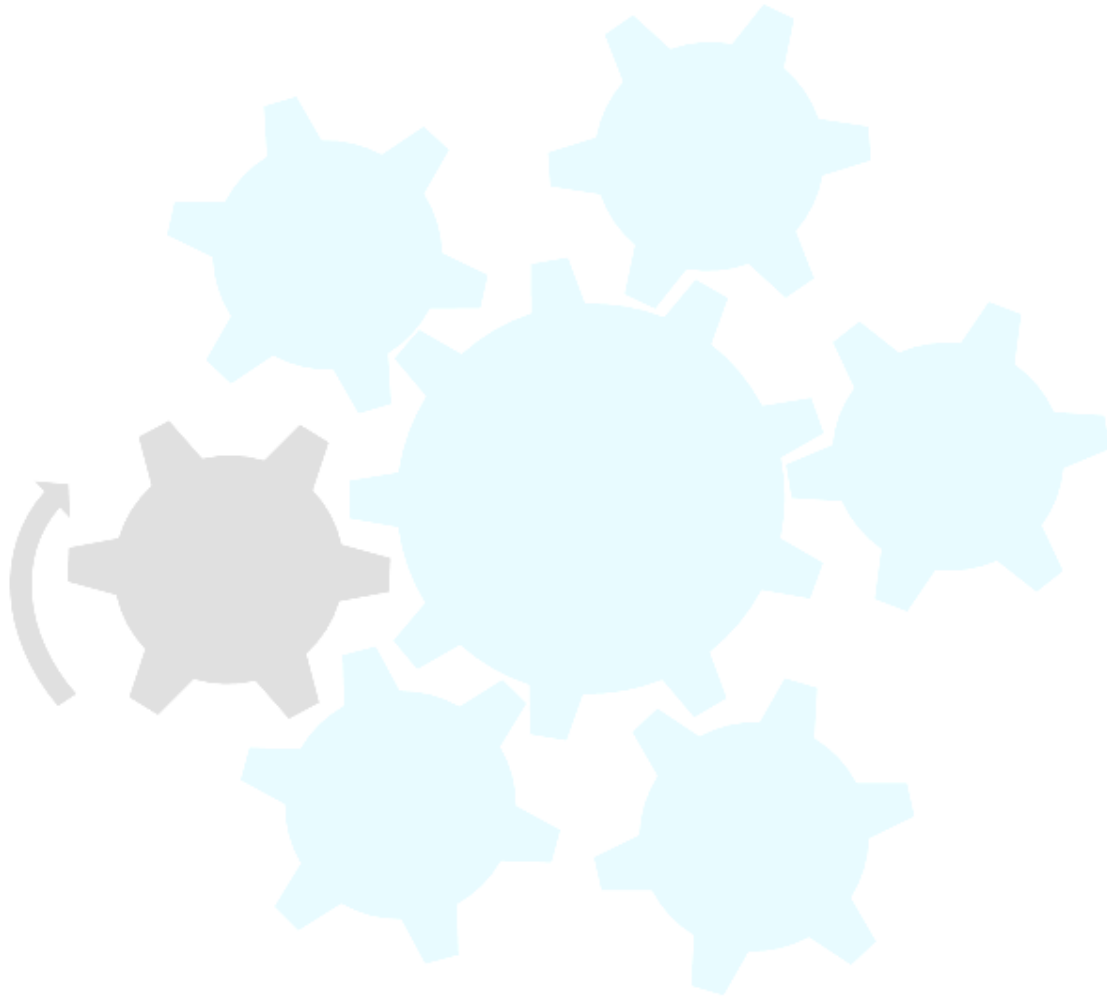
The purpose of this qualification is to produce graduates who have knowledge, skills and competences in the beauty and hairdressing industry to:

- Analyse changes in the personal care environment.
- Communicate effectively with different customers in the beauty therapy and hairdressing industry.
- Perform duties in a salon environment.
- Operate any beauty therapy and hairdressing business.

ENTRY REQUIREMENTS (including access and inclusion)

- NCQF Level 4 or its equivalence.
- In reference to CAT and RPL policies, credit transfer shall also be recognized as an approach to enroll those who have certificates recognized by BQA for purposes of placing them on an equivalent NCQF level.


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SECTION B QUALIFICATION SPECIFICATION	
GRADUATE PROFILE (LEARNING OUTCOMES)	ASSESSMENT CRITERIA
1. Communicate effectively with hairdressing and beauty therapy clients to meet their needs.	1.1 Make appointments for clients. 1.2 Communicate services and product's information to Clients. 1.3 Communicate fluently in English or be able to communicate in any how with Clients. 1.4 Deal with client's professionally yet in a friendly manner.
2. Execute salon duties in a salon environment.	2.1 Perform basic hair and beauty duties. 2.2 Demonstrate an understanding of the services in a hair and beauty business. 2.3 Perform elementary hairdressing services. 2.4 Demonstrate the application of day, evening, bridal and photographic make-up. 2.5 Carry out pedicures and manicures on customers according to requirements and salon standards.
3. Operate hairdressing and beauty therapy businesses.	3.1 Demonstrate understanding of a broad knowledge base incorporating theoretical concepts, with substantial depth in hairdressing and beauty therapy industry. 3.2 Organize and manage hairdressing and beauty activities.

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	<p>3.3 Solve problems associated with client's complaints and dissatisfaction in relation to beauty products and services.</p> <p>3.4 Apply responsible decision-making and creative thinking in a hairdressing and beauty environment.</p> <p>3.5 Communicate effectively with both employees and clients.</p> <p>3.6 Demonstrate an understanding of computer operation and self-management skills.</p>
	<p>4. Apply various health and safety methodologies within the Beauty Therapy and Hairdressing sector.</p> <p>4.1 Perform a daily personal hygiene routine.</p> <p>4.2 Identify a range of products and equipment used to care for the body in the bath and shower.</p> <p>4.3 Identify the different types of antiperspirants and deodorants and the advantages and disadvantages of each.</p> <p>4.4 Apply relevant theories and concepts to identify key cause of workplace safety, health and environmental hazards.</p> <p>4.5 Develop an accident/incident investigation instrument.</p> <p>4.6 Analyse environmental risks influencing occupational health and safety.</p> <p>4.7 Organize health and safety awareness activities and days.</p> <p>4.8 Design promotional Safety, health and environmental awareness materials.</p>

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SECTION C	QUALIFICATION STRUCTURE				
COMPONENT	TITLE	Credits Per Relevant NCQF Level			Total (Per Subject/ Course/ Module/ Units)
		Level [3]	Level [4]	Level [5]	
FUNDAMENTAL COMPONENT <i>Subjects/ Courses/ Modules/Units</i>	<i>Introduction to Entrepreneurship</i>		√		15
	<i>Customer Service Principles</i>		√		15
CORE COMPONENT <i>Subjects/Courses/ Modules/Units</i>	<i>Principles of Business Management</i>			√	20
	<i>Salon Hygiene and Safety Practices</i>			√	30
	<i>Hair & Beauty Practices</i>			√	40
ELECTIVE/ OPTIONAL COMPONENT <i>Subjects/Courses/ Modules/Units</i>	N/A				

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SUMMARY OF CREDIT DISTRIBUTION FOR EACH COMPONENT PER NCQF LEVEL	
TOTAL CREDITS PER NCQF LEVEL	
NCQF Level	Credit Value
NCQF LEVEL 4	20
NCQF LEVEL 5	100
TOTAL CREDITS	120
Rules of Combination: (Please Indicate combinations for the different constituent components of the qualification)	
<p>The qualification consists of:</p> <ul style="list-style-type: none"> Fundamental Modules: 20 Credits Core Modules: 100 Credits <p>Total Credits 120 Credits</p>	

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ASSESSMENT ARRANGEMENTS

ASSESSMENT

The assessment will consist of summative assessment and formative assessment.

Summative assessment contributes 40% to the final grade and formative assessment also contributes 60% to the final grade.

MODERATION ARRANGEMENTS

MODERATION

Both Internal and External moderation will be done in-line with the moderation policy of the institution and national ones. Assessment and moderation shall be done by BQA registered and accredited assessors and moderators.

RECOGNITION OF PRIOR LEARNING

The qualification can be accessed through the RPL, supported by institutional policies and in line with the RPL national policy. Credit transfer will also be applied in line with the National CAT Policy.

CREDIT ACCUMULATION AND TRANSFER

Credit Accumulation and Credit Transfer

- In reference to CAT and RPL policies, credit transfer shall also be recognized as an approach to enrol those who have certificates recognized by BQA for purposes of placing them on an equivalent NCQF level.

PROGRESSION PATHWAYS (LEARNING AND EMPLOYMENT)

This qualification is designed to facilitate vertical, horizontal and diagonal progression both locally and internationally.

Horizontal Progression

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Graduates may progress horizontally between qualifications if they meet the minimum requirements for admission to the target qualification. Other comparable qualification to this qualification include:

- Certificate level V in Salon Ethics
- Certificate level V in Hairdressing Science
- Certificate level V in Creative Styling
- Certificate level V in Hairdressing Theory & Practice
- Certificate level V in Health and Safety at Work
- Certificate level V in Development of Entrepreneurship

Vertical progression – Exit

- Diploma in Salon Ethics
- Diploma in Hairdressing Science
- Diploma in Creative Styling
- Diploma in Hairdressing Theory & Practice
- Diploma in Health and Safety at Work
- Diploma in Development of Entrepreneurship

Employment Pathways

Graduates of the qualification may find employment in a range of public and private organisations for the following posts. Typical roles include:

- Salon Hairdresser
- Salon Stylist
- Hair Colour Specialist
- Salon Owner
- Skilled beauty therapist in the beauty,
- Massage & make-up services stream of the beauty industry.

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- Work as an entrepreneur.
- Sales girl/boy in cosmetic section.
- Assist to dermatologist.
- Skin teacher/ adviser in colleges conducting beauty courses.
- Skin care technician.
- Beauty consultant.

QUALIFICATION AWARD AND CERTIFICATION

To qualify for qualification award and certification in Certificate V in Beauty Therapy, Hairdressing Techniques, a student must:

- Attain a minimum of 120 credits overall.
- Complete satisfactorily any additional and specified requirements of the qualification.
- Have official verification that he/she has covered and passed all the modules.

REGIONAL AND INTERNATIONAL COMPARABILITY

Summary of Benchmarking with other Institutions

The qualification was benchmarked against two (2) qualifications regional and internationally:

- Certificate in Beauty Specialist Techniques- Mwangaza, Kenya
- Diploma in Advanced Beauty Therapy Techniques – York College, United Kingdom

From the two benchmarked qualifications similarities and differences can be drawn:

Similarities

- The mode of delivery in the two qualifications is full time.
- The load per semester is the same for the two qualifications, ranging from 3-4 subjects
- The credits is not stated for both qualifications.
- The NCQF for both qualifications is stated as Level 4, which are certificate levels (BQA manual).
- The similar modules found in the two qualifications that indicated were Body Massage, Client Care, Health and Safety Practice in the Salon and Promotion of Products and Services.

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Differences

- The duration of study is different for the two qualifications as it is 1 years while for the other qualification it is stated as 35 weeks.

REVIEW PERIOD

Every five (5)

