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SECTION A: QUALIFICATION DETAILS												
QUALIFICATION DEVELOPER (S)			Department of Teacher Training and Technical Education (TT & TE)									
TITLE		DIPLOMA IN BEAUTY THERAPY							NCQF LEVEL		6	
STRANDS (where applicable)		1. 2. 3. N/A 4.										
FIELD		SERVICES		SUB-FIELD		PERSONAL SERVICES			CREDIT VALUE		370	
New Qualification						√	Legacy 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

RATIONALE:

The sub-field of **Beauty Therapy and Related Work** has been identified as one of the occupations in high demand according to the Human Resource Development Council's Priority Occupation List of 2019 (**Coded No. 5142 Beauty and Related Work**). This is based on the Labour Market Analysis conducted by the HRDC.

Furthermore, HRDC's Priority Skills and Employment Trends Forecasts for Botswana's Top Occupations in demand (page 3), highlighted that Beauty Therapy occupation is currently experiencing shortages in the labour market and is an occupation with relatively high employment growth over a long term period. The report forecasts a future demand of 1,917 Hairdressers, Barbers, Beauty Therapist and related Workers from 2019 –

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2028 (pg. 3).

This qualification has been designed to develop a broad range of skills appropriate to a person who is undergoing training or works in the beauty industry. The core to the development of this qualification is to bring out the culture of professionalism and service excellence in the Beauty Therapy industry. The qualification brings together the theoretical and practical elements of beauty therapy and will help to professionalize the beauty industry.

The crucial specialization areas identified for this qualification are Spa Treatments and Masseuse with the following technical skills and soft skills:

Technical Skills

- Spa Treatments
- Anatomy and physiology
- Cosmetic Science

Soft Skills

- Customer care
- Communication
- Hygiene and Safety

PURPOSE: (itemise exit level outcomes)

The purpose of the qualification is to equip graduates with advanced knowledge, skills and competencies to:


- Demonstrate knowledge of Cosmetic Science, Anatomy and Physiology, Health and Lifestyles in the Beauty Therapy Environments
- Provide Specialised Body Therapy, Facials (Make Up, Prosthetics), Nail, Hands and Feet Treatment Services to Clients
- Carry out depilation, camouflage, permanent and non – permanent hair treatments in a healthy and safe beauty spa
- Demonstrate Professionalism and Entrepreneurial Skills in the Beauty Therapy Industry

MINIMUM ENTRY REQUIREMENTS (including access and inclusion)

Minimum entry requirement for this qualification is NCQF Level IV
BGCSE or equivalent with a pass in English and Science

Credit Accumulation and Transfer (CAT) and Recognition of Prior Learning (RPL):


CAT and RPL Provisions shall be applied to allow candidates to start this qualification at a level that is consistent with the knowledge and skills gained from prior learning. This would be applied in relation to CAT and RPL

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policies in place.

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SECTION B QUALIFICATION SPECIFICATION	
GRADUATE PROFILE (LEARNING OUTCOMES)	ASSESSMENT CRITERIA
1 <i>Provide nail services on hands and feet of beauty salon clients</i>	1.1 Perform a manicure treatment to the client 1.2 Perform a pedicure treatment to the client 1.3 Conduct paraffin treatment to the client 1.4 Apply artificial nails to clients 1.5 Design and perform nail art to the client 1.6 Conduct after care advice to the client
2 <i>Carry out specialised body and facial care treatments to beauty spa clients taking into account individual factors</i>	2.1 Consult with the client 2.2 Analyse the client's facial skin 2.3 Conduct a facial treatment 2.4 Perform facial massage 2.5 Conduct facial electrotherapy 2.6 Provide post skin advice to clients 2.7 Perform body electrotherapy to the client
3 <i>Carry out depilation, camouflage, permanent and non-permanent hair treatments on the client within a beauty parlour</i>	3.1 Consult with the client 3.2 Perform Waxing, Threading, Tweezing and Laser Treatments on the beauty spa client 3.3 Perform camouflage treatment to the client 3.4 Apply permanent /non-permanent hair treatment 3.5 Provide aftercare advice to the client
4 <i>Demonstrate body therapy techniques including</i>	4.1 Consult with the client


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<i>body massage, reflexology and aromatherapy on the client within a beauty therapy parlour</i>	4.2 Perform body massage 4.3 Perform Indian head massage 4.5 Perform stone therapy massage 4.6 Perform reflexology treatment 4.7 Provide aftercare advice to the client
5 <i>Provide makeup and prosthetics services to the Client in a Beauty Salon</i>	5.1 Consult with the Client 5.2 Apply artificial eyelash extensions to the client 5.3 Apply make-up to the Client 5.4 Design and apply fashion and photographic make up to the client 5.5 Research and explore on prosthetics 5.6 Provide aftercare advice to the client
6 <i>Demonstrate health and safety skills to maintain hygiene and safety in a Beauty Parlour environment</i>	6.1 Maintain hygiene and safety in the salon 6.2 Use appropriate personal protective clothing when attending clients in the beauty spa 6.3 Apply basic skills of first aid applicable within a beauty parlour environment 6.4 Demonstrate the use of fire- fighting equipment 6.5 Adhere to health and safety standards applicable to a Beauty Salon environment 6.6 Dispose beauty salon waste products and sharps according to standards
7 <i>Apply managerial and entrepreneurial skills in a Beauty Salon environment</i>	7.1 Prepare a business plan to set up a Beauty Salon 7.2 Demonstrate knowledge of Managing beauty salon in relation to projects and work based environments 7.3 Carry out the skills to Market the beauty products and services 7.4 Communicate effectively to clients on services


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	<p>offered</p> <p>7.5 Conduct in house training for junior employees in the beauty salon</p> <p>7.6. Carry out supervisory duties in a Salon</p>
<p>8</p> <p><i>Demonstrate knowledge of Human Anatomy and Physiology applicable in Beauty Therapy context</i></p>	<p>8.1 Explore the human anatomy and physiology in beauty therapy environment</p> <p>8.2 Identify Internal and external factors that influence the human body in relation to beauty therapy</p> <p>8.3 Explain the importance of anatomy and physiology in body and skin care treatments</p>
<p>9</p> <p><i>Demonstrate knowledge of Health and lifestyle in relation to Beauty Therapy Industry</i></p>	<p>9.1. Explore factors that affect health and lifestyle</p> <p>9.2. Carry out figure diagnosis with regards to body and skin care treatments</p> <p>9.3. Complete a consultation and recommend skin and body treatments to the client</p> <p>9.4 Advice on treatment and aftercare taking into account the clients lifestyle characteristics</p>
<p>10</p> <p><i>Demonstrate knowledge of beauty therapy cosmetic science</i></p>	<p>10.1 Investigate the history and evolution of beauty products</p> <p>10.2 Explore the skin Chemistry</p> <p>10.3 Research the concepts behind the cosmetic science and theory of beauty therapy</p> <p>10.4 Evaluate product formulation , benefits and effects on the skin</p>
<p>11</p> <p><i>Adhere to standards of professionalism in the beauty industry</i></p>	<p>11.1 Project professionalism when attending to clients and beauty salon workers</p> <p>11.2 Adhere to code of ethics in the beauty therapy industry</p>


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SECTION C	QUALIFICATION STRUCTURE				
COMPONENT	TITLE	Credits Per Relevant NCQF Level			Total Credits
		Level []	Level [5]	Level [6]	
FUNDAMENTAL COMPONENT Subjects/ Courses/ Modules/Units	Communication skills I		8.0		
	Entrepreneurship		8.0		
	Introduction to Computing			8.0	
	Numeracy			6.0	
	Supervisory Skills			6.0	
	Introduction to research methods			8.0	
			16.0	28.0	Total 44.0
CORE COMPONENT Subjects/Courses/ Modules/Units	Work placement			60.0	
	Integrated Research Project			30.0	
	Salon administration		8.0		
	Salon Hygiene and safety		8.0		
	Body massage		8.0		
	Facial treatment		15.0		
	Facial electrotherapy			20.0	
	Anatomy and physiology			20.0	

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	Cosmetic science			20.0	
	Make up application		15.0		
	Body electrotherapy			16.0	
	Depilation and camouflage		12.0		
	Health and Lifestyle			12.0	
	Manicure and pedicure			15.0	
	Spa treatments			15.0	
	Professional diagnostic		12.0		
	Stone Therapy		8.0		
			94.0	208.0	Total 302.0
STRANDS/ SPECIALIZATION/ ELECTIVES	Subjects/ Courses/ Modules/Units	Credits Per Relevant NCQF Level			Total Credits
		Level []	Level [5]	Level [6]	
	Reflexology			12.0	
	Aromatherapy			12.0	
	Advanced Nail and design art			12.0	
	Make up artistry			12.0	

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	Manage a spa			12.0	
	Indian head massage		12		
	Perform eye lash treatment		12		
			24	60	Total 84

SUMMARY OF CREDIT DISTRIBUTION FOR EACH COMPONENT PER NCQF LEVEL

TOTAL CREDITS PER NCQF LEVEL


NCQF Level	Credit Value
Level 5	122
Level 6	248
TOTAL CREDITS	370

Rules of Combination:

(Please Indicate combinations for the different constituent components of the qualification)

The rules of combination for this qualification are defined below, and cover the minimum and maximum credit values required to be accumulated, along with details of any mandatory units.

COMPONENT	LEVEL 5	LEVEL 6
Core	94 Credits	208 Credits
Fundamental	16 Credits	28 Credits
Elective	24 Credits	60 Credits

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- The Fundamental Component consists of Modules to the value of **44 credits** all of which are compulsory
- The Core Component consists of Modules to the value of **302 credits** all of which are compulsory
- Elective Component consists of Modules to the value of **84 credits** of which a candidate is to complete a minimum of **24 credits** i.e. 2 Modules out of the 7 available

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ASSESSMENT ARRANGEMENTS

FORMATIVE ASSESSMENT

Formative assessment or continuous assessment contributing towards the award of credits should be based on module (unit) outcomes and the contribution of formative assessment to the final grade shall be 60%.

SUMMATIVE ASSESSMENT

Candidates shall undergo assessment. The final assessment for each module (unit) contributes 40% of the final mark for that module.

MODERATION ARRANGEMENTS

BQA accredited subject specialists in relevant fields and with relevant industry experience shall be engaged to conduct internal and external moderation in accordance with applicable policies and regulations.


RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) assessment for the award of the qualification shall be in accordance with applicable RPL policies and relevant national-level policy and legislative framework. Implementation of RPL shall also be consistent with requirements, if any, prescribed for the field or sub-field of study by relevant national, regional or international professional bodies.

CREDIT ACCUMULATION AND TRANSFER

Candidates may submit evidence of credits accumulated in related qualification in order to be credited for the qualification they are applying for.

PROGRESSION PATHWAYS (LEARNING AND EMPLOYMENT)

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Employment pathway:-

- Spa Therapist
- Spa manager/ Owner
- Sales Representative
- Cosmetic consultant

Horizontal pathway:-

- Diploma in Make - Up
- Diploma in Nail Technology
- Diploma in Spa Management
- Diploma in Aromatherapy
- Diploma in Reflexology

Vertical pathway:-

- Bachelor of Technology in Somatology
- Bachelor of Science in Dermal Therapy
- Bachelor of Science in Dermatology Technology

QUALIFICATION AWARD AND CERTIFICATION

For a Candidate to be awarded Diploma in Beauty Therapy must acquire **a minimum requirement of 370 credits.**

Certification

A certificate will be awarded to a Candidate upon completion of the qualification in accordance with applicable policies.

SUMMARY OF REGIONAL AND INTERNATIONAL COMPARABILITY


This qualification has been benchmarked against similar Regional and International Qualifications.

The qualification compares well with those offered by the following institutions:

- Diploma in Beauty Therapy – Victoria University Melbourne– Australia
- Beauty Therapy ITEC Diploma – College of Capetown - South Africa
- Diploma in Beauty Therapy - Cape town Invana Training College - South Africa

Internationally:

Victoria University Melbourne Australia offers Diploma in Beauty Therapy of which one must complete 25

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units of competency comprising of 13 core and 12 electives comparing very well with the proposed Diploma in Beauty Therapy qualification in which one has to complete 23 units of competency comprising of 8 Fundamentals 13 core and choose a minimum of 2 out of 7 electives. Both qualifications have provisions for work-based or industrial attachments as well as institutionalised practical assessments. The unit titles are similar such as manicure, pedicure, spa treatments, and massage, facial treatments and progression pathways. Similarly the units covered at Diploma level in Botswana are the same as those covered at Victoria University in Australia. The allocated credits for this qualification have not been spelt out.

Regionally:

The Cape town Invana Training College in South Africa Offers Diploma in Beauty Therapy at 240 credits and College of Cape town in SA offers Beauty Therapy ITEC diploma. Both institutions got some similar units/modules such as Health and safety, consultation techniques, manicure and pedicure treatment, Skin type analysis. Skin Anatomy and physiology for beauty therapist as the core. The modules contents are similar to this qualification and they are all at the Diploma levels; however the only difference is the naming of some modules but with similar content with the ones proposed for this qualification.

In addition to the technical expertise infused on the graduates, this qualification inculcates the most sought-after generic skills like communications, research, Information Technology and ethical attributes to produce a market ready graduate. The incorporation of industrial attachment as a distinct module emphasises the significance of industrial exposure in ensuring a globally competitive graduate of this qualification.

REVIEW PERIOD

The qualification will be reviewed every five **(5) years** or as and when required depending on the changing needs of the market

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