

BQA NCQF QUALIFICATION TEMPLATE

SECTION A: QUALIFICATION DETAILS																		
QUALIFICATION DEVELOPER (S)			Botswana Accountancy College															
TITLE		Bachelor of Arts in Culinary Arts								NCQF LEVEL		7						
STRANDS (where applicable)		N/A																
FIELD		Services								CREDIT VALUE		480						
SUB FIELD		Personal services																
New Qualification		✓		Legacy Qualification						Renewal Qualification								
										Registration Code								
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: <p>Botswana's economy relies on extraction of minerals (diamonds and copper) and beef production (Botswana Economic Diversification Drive Strategy 2011-2016, 2010). Faced with such a scenario, the government earmarked growth of the tourism sector to diversify the economy (Vision 2036, 2016). Vision 2036 identified education and skills development as a strategic focus area in attainment of its goals. Its emphasis is on provision of relevant quality outcome-based education with a focus on technical and academic competencies (Vision 2036, 2016). Despite the above-mentioned aspirations,</p>																		

Market Scarcity Survey (2015) revealed a critical shortage of Section/Executive Chefs especially patisserie chefs, food & beverage staff, finance & accounting officers, rooms division staff, sales & marketing managers and general managers (camp managers, restaurant managers and Lodge managers). As the tourism industry grows, demand for memorable consumer experiences increases which then necessitate that personnel should possess relevant technical and soft skills. Chefs should possess food preparation, menu planning and engineering, outdoor cooking, food safety and hygiene and supervisory skills. With regards to soft skills, creativity, multi-tasking, leadership, communication, customer service and use of information communication technologies were listed as requisite skills that they should possess (HRDC Priority Skills, 2024; School of Business and Leisure Culinary Arts Survey, 2020). Budgeting, marketing, and generic business skills (HRDC Priority Skills, 202024; School of Business and Leisure Culinary Arts Survey, 2020) represent vital business acumen. Human Resource Development Council of Botswana (HRDC) (2024) and the Botswana Labour Market Scarcity Survey (2015) recommended institutions to integrate soft and hard skills in hospitality qualifications. Unfortunately, on average 5-10 chef job vacancies are locally available annually but companies struggle to fill in these posts because local culinary arts diploma programmes do not meet the demand for such skills (National Development Plan, 2017). Therefore, the developed qualification aims to address the skills gaps identified above. The qualification combines practical skills training and theory structured around business management, professional development and subject specific themes. Qualification development is informed by needs analysis informed by national policies, employer feedback, national tourism offices, private sector professional bodies and similar curriculum from regional and international institutions. Empirical findings from industry players in Maun, Kasane, Francistown, Gaborone and Orapa that formed a basis for developing the culinary arts qualification are as follows.

- Industry cooks are mainly from 5 certificate holders.
- Graduates from local institutions display lower competency levels in culinary arts
- A local qualification reduces importation of labour
- The need to export culinary skills globally to diversify the local economy
- To promote citizen entrepreneurship and generate employment

PURPOSE: (itemise exit level outcomes)

The purpose of the qualification is to produce graduates with advanced knowledge, skills, and competences to:

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1. Employ culinary skills in food production to meet customer expectations
2. Organise food production areas, commodities, staff and environment for the execution of culinary services by applying appropriate health and safety guidelines
3. Execute the preparation, cooking and finishing of a variety of dishes using the correct methods and Techniques
4. Manage culinary teams in meeting organisational objectives
5. Use interpersonal skills in culinary practice

MINIMUM ENTRY REQUIREMENTS (including access and inclusion)

To be eligible for enrolment into the qualification, candidates should have the following:

1. NCQF Level 4 (e.g., BGCSE, IGCSE or equivalent)

OR

RPL and CAT will be considered for admission in accordance to the National Qualifications Authority regulations and policies.

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SECTION B QUALIFICATION SPECIFICATION	
GRADUATE PROFILE (LEARNING OUTCOMES)	ASSESSMENT CRITERIA
1. Apply food safety, hygiene and sanitation principles in compliance with local and international health standards	2.2 Apply the principles of food safety and hygiene to the work environment. 2.3 Employ appropriate techniques to ensure safe storage of food and kitchen equipment. 2.4 Use appropriate food service equipment, tools, and essential ingredients in a commercial production kitchen.
2. Select, prepare, cook, and present a variety of dishes for different sections in the kitchen.	3.1 Apply basic skills to select, prepare, cook, and serve a variety of dishes according to set standards. 3.2 Use appropriate techniques for all the cooking methods.

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	3.3 Present food in an appealing and professional manner.
3. Develop, standardise and accurately cost recipes while applying pricing strategies to ensure profitability and sustainability in culinary operations	<p>4.1 Develop standardized recipes for a successful catering operation.</p> <p>4.2 Apply costing principles for recipes in accordance with set standards</p> <p>4.3 Apply appropriate pricing strategies for profitability and market appeal</p>
4. Create menus and match with appropriate beverages to meet customer needs.	<p>5.1 Produce menus that meet the needs/preferences of customers.</p> <p>5.2 Match food items with beverages that compliment them well.</p> <p>5.3 Calculate the nutritional value of the menu items to address the dietary needs</p>
5. Serve food and beverages to following proper service procedures	<p>6.1 Prepare and set up the restaurant/bar for food and beverage service.</p> <p>6.2 Prepare and serve appropriate beverages to match the chosen menu items</p> <p>6.3 Use the Point-of-sale system to bill customers.</p>
6. Plan and execute events that meet the needs of customers following appropriate procedures.	<p>7.1. Demonstrate an understanding of the planning aspects associated with hospitality events.</p> <p>7.2. Plan and execute a culinary event applying quality control procedures to create a memorable guest experience.</p> <p>7.3. Raise funds and source sponsorships for proposed events.</p> <p>7.4. Evaluate culinary events by focusing on planning skills and knowledge gained from theory and practice.</p>

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<p>7. Apply business management principles to establish, manage, and sustain a profitable culinary enterprise.</p>	<p>8.1 Use an accounting package to produce final accounts in accordance with standard practice.</p> <p>8.2 Prepare a budget for a hospitality operation.</p> <p>8.3 Develop a strategic marketing plan for a culinary business by applying key branding, digital marketing, and customer engagement techniques to effectively promote food products or services in a competitive market.</p> <p>8.4 Apply theories, concepts, and models in managing talent in the food and beverage sector</p> <p>8.5 Apply principles of enterprise development and the related standards for a culinary business.</p>
<p>8. Conduct research in culinary practice with the intention to solve identified problems.</p>	<p>9.1. Present, analyse, interpret and discuss findings of the study.</p> <p>9.2. Apply academic writing skills in the Culinary Arts business environment.</p> <p>9.3. Apply moral and ethical standards in devising solutions to culinary arts related problems.</p>

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SECTION C	QUALIFICATION STRUCTURE				
COMPONENT	TITLE	Credits Per Relevant NCQF Level			Total Credits
		Level [5]	Level [6]	Level [7]	
FUNDAMENTAL COMPONENT Subjects/ Courses/ Modules/Units	Learning and Academic Skills	20			20
	Introduction to Venture Creation	20			20

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	The Use of ICT & Learning resources	20			20
	Business Communication	20			20
	Tourism and Hospitality Concepts	20			20
	Introduction to Financial & Cost Accounting	20			20
	Total credits Level 5				120
CORE COMPONENT Subjects/Courses/ Modules/Units	Culinary Fundamentals and Techniques		20		20
	Food safety and Sanitation		20		20
	Wine, beverages, and Mixology		20		20
	Food and Beverage Service		20		20
	Baking and Pastry Arts		20		20
	Gastronomy		20		20
	Food and Beverage Control		20		20
	Research methods		20		20
	Nutrition and Special Diets		20		20
	Internship		20		20
	Marketing for food and beverage operations		20		20

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	Culinary Event Planning		20		20
	Total credits Level 6				240
	Independent Study			20	20
	Culinary enterprise development			20	20
	Talent Management			20	20
	Strategic management			20	20
	Food and beverage management			20	20
	Total Credits Level 7				100
STRANDS/ SPECIALIZATION N/A	Subjects/ Courses/ Modules/Units	Credits Per Relevant NCQF Level			Total Credits
		Level [5]	Level [6]	Level [7]	
1.	N/A				
	N/A				
Electives (Choose 1 from the 2 electives)	Advanced Patisserie and Confectionery			20	20
	Advanced hot kitchen and Larder			20	20
	Total credits				20

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SUMMARY OF CREDIT DISTRIBUTION FOR EACH COMPONENT PER NCQF LEVEL

TOTAL CREDITS PER NCQF LEVEL

NCQF Level	Credit Value
Level 5	120
Level 6	240
Level 7	120
TOTAL CREDITS	480

Rules of Combination:

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

The qualification duration is four years comprising of fundamental and core modules. There are twenty-four (24) modules in total. Six (6) are fundamental modules at level 5 and the remaining nineteen (19) modules are core. All fundamental and core modules are compulsory, and learners will choose one elective module at level seven to make it 120 credits. The credits distributed across the qualification are as follows: (level 5) = 120; (level 6) = 240; and (level 7) = 120. At level 7, the learner selects one elective out of the two. This gives a total credit of 480. To progress to the next level, learners must meet the credit requirements at each level. The modules at each level of the qualification are not a prerequisite of each other and may be arranged and offered in any sequence. The rule for progressing from one level to the next is based on the number of credits accumulated.

The 20-credit module Work Internship runs as a “sandwich” model between the last semester of Level 6 and the first semester of Level 7.

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ASSESSMENT ARRANGEMENTS

Formative assessment will have 60% weighting. The weighting for summative assessment will be 40%.

MODERATION ARRANGEMENTS

Moderation Arrangements

There shall be provision for both internal and external moderation by accredited moderators and industry experts.

RECOGNITION OF PRIOR LEARNING

There shall be provision of awarding this qualification through RPL means according to the ETP's RPL policy which is aligned to BQA regulations

CREDIT ACCUMULATION AND TRANSFER

There shall be provision of awarding this qualification through Credit Accumulation and Transfer (CAT) means according to the ETP's CAT policy which is aligned to BQA

PROGRESSION PATHWAYS (LEARNING AND EMPLOYMENT)

Vertical Pathways

1. Bachelor's (Honors) Culinary Arts Management
2. Postgraduate diploma in Events Management
3. M.Sc. in Tourism management,
4. MSc in Hospitality management
5. MSc Culinary Arts Management.

Horizontal Pathways

1. Bachelor of Arts Tourism Management,
2. Bachelor of Arts in Hospitality Management
3. Bachelor of Arts in Events Management.

Employment Pathways

With this qualification graduates will have requisite competences and attributes to work as:

- Culinary Arts Instructors
- Executive Chefs
- Sous Chefs

- Specialist chefs in all sections of the kitchen
- Food and Beverage Managers
- Independent Chef/business owners
- Kitchen Managers
- Restaurant/Food service owners
- Restaurant Managers
- Institutional Catering Managers
- Catering and Banqueting Managers

QUALIFICATION AWARD AND CERTIFICATION

a) Minimum standards of achievement for the award of the qualification

A candidate must comply with the academic rules and regulations and must meet all the minimum credit requirements of 480 to be awarded Bachelor of Arts in Culinary Arts

b) Certification

A Bachelor of Arts in Culinary Arts will be awarded to a candidate upon completion of the qualification in accordance with applicable policies. A certificate and transcript will be issued at award.

SUMMARY OF REGIONAL AND INTERNATIONAL COMPARABILITY

From the analysis of the benchmarked universities, most universities emphasize more on the development of practical competencies and entrepreneurship skills. For example, NIST and Ecole Ducasse all have fundamental practical modules, externships/internships, and business-related modules. All the universities offer basic foundational skills, for instance, NIST offers basic science, Culinary Arts Academy (Swiss) Business communication, Ecole Ducasse Basic. All the benchmark institutions have core modules only and no elective modules.

All institutions award a degree at the end of the study period. Such a comparison had to be made because Culinary Arts degrees are a rarity in Africa, most institutes offer it up to an advanced diploma or less.

All qualifications have formative and summative assessments that range from tests, examinations, research projects, work based learning and practical observations/exams. The teaching strategies range from practical's, lecturers, tutorials, seminars, case studies and self-directed learning amongst other common strategies.

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There is a variation the credits per module. Some institutions have 10, 15 and some 20. Despite the differences, the minimum award of qualification in all institutions is achievement of a minimum of 360 credits for a duration of 3 years

REVIEW PERIOD

The process for Learning Programme Evaluation and Review is described in the Policy and Procedure Manual attached. The review period is five (5) years.

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For Official Use Only:

CODE (ID)			
REGISTRATION STATUS	BQA DECISION NO.	REGISTRATION START DATE	REGISTRATION END DATE
LAST DATE FOR ENROLMENT		LAST DATE FOR ACHIEVEMENT	