



# **RECOGNITION OF PRIOR LEARNING (RPL)**

## **GUIDELINES & QUESTIONNAIRE FOR NBI NQF LEVEL**

### **5 PROGRAMME: 2020**

#### **1. RPL DEFINITION AND PURPOSE**

- 1.1. Recognition of Prior Learning (RPL) is an alternative route to a full or partial qualification. One of the aims of RPL is to give access to people who may for one reason or another not qualify to enter into the program. To enrol for the Leadership and Ministry Development Programme (LMDP) of NBI one has to have a matric certificate, and if one does not have one, the RPL process is explored. The RPL methodology assumes that the candidate has sufficient knowledge and prior learning to be able to handle the course at NQF level 5. Taking one through this RPL process will enable NBI to satisfy itself about one's abilities, skills and competencies.
- 1.2. We do not apply a blanket approach to everybody, each case will be dealt with in its uniqueness, based on the same guidelines. NBI advises candidates who do not qualify for the NQF level 5 course even after the RPL process to do the NQF level 2 course which will prepare them well for the NQF level 5. The purpose of this process is two-fold, namely: to make sure that no one is denied access or disadvantaged because of background & to assure quality training and good results at the end of the programme.

#### **2. NBI STUDENT PROFILE & COURSE DESIGN**

- 2.1. The NBI course is designed to help church leaders at the grassroots level who did not have the opportunity to get theological training. Most of them are already in ministry. They are expected to apply what they learn in the practical situation of a congregation. They range from youth leader, Sunday school teacher, elder, deacon, reverend, evangelist, bishop and archbishop.
- 2.2. The courses are designed according to the needs felt by church leaders in Africa. The experience that these church leaders acquire in the congregational setting is crucial in the NBI Recognition of Prior Learning (RPL) process. This is the case because most of the practical assignments that are done as part of the NBI study are conducted in the congregations. Also, the majority of people we train will acquire a skill that they will at the end of the study apply or use in the church setting.



### 3. PRACTICAL STEPS FOR RPL

- 3.1. The NBI application form is designed in a manner that enables the office to assess whether the student qualifies for admission in the program. Based on the information given, we will be able to also start the RPL process to those who do not have a matric certificate.
- 3.2. People without matric can apply for RPL into the NQF level 5 course & the following aspects will be considered: age & ministry experience (5 years +), previous training (Theology or other fields) and a testimonial from a mentor to affirm the candidate's abilities
- 3.3. A questionnaire will be given to each candidate to complete and may be followed by semi-structured interviews for clarity on certain answers given on the questionnaire.
- 3.4. The final stage of RPL will be to allow the candidate to start with the NBI (NQF level 5) module 1, and if they do well they will be allowed to continue with the full course. The payment for the 1<sup>st</sup> module will be the same as that of the other students.
- 3.5. If the candidate fails the RPL process, i.e. the questionnaire and the NQF level 5' 1<sup>st</sup> Module he or she can apply for a re-write. For a re-write the candidate will not have to pay for the full module amount but will have to pay an amount that covers assessment and workbook.

### 4. GUIDELINES FOR STUDENTS

- 4.1. You will receive a questionnaire because you have applied to do the NBI NQF level 5 course. Unfortunately to qualify for the course one needs to have a Matric qualification, and you do not have one. NBI is keen to give access to people who have the potential to do the NQF level 5 course but a process of Recognition of Prior Learning (RPL) has to be applied.
- 4.2. Part of the RPL process is to complete this questionnaire which found below. You have only one month to complete it and send it back to NBI registrar to the following email address: [nbi@bmedia.co.za](mailto:nbi@bmedia.co.za).
- 4.3. Should you consider to go on with the process you have to pay the amount of the first module and we will send you the books for you to start reading. Your commitment to the process will be confirmed by two things, namely: completing the RPL questionnaire and paying for the 1<sup>st</sup> module of NQF level 5 course.
- 4.4. The 1<sup>st</sup> module will be a final test to see whether you will be able to handle the full course. The good news is that once you pass this module you will be credited



with the module and then continue with the studies from module 2 until you finish the course. You will have 3 months to complete the module.

- 4.5. No one must give you answers, even your mentor cannot do this. Remember this is your journey of studies alone. Your mentor can help you to understand the questions and direct you where to find help but he/she is not allowed to give you answers. If you do this, it will show later during the studies when you cannot handle some of the assignments and exam, because there will be no one to give you answers then.
- 4.6. Honesty is very key in this process. Remember you are working on your portfolio, so you must complete your work on your own and be dedicated. NBI assessors hold the right at any time to call you, to verify information you have submitted. This means that every portion of the information you give must be from you and you need to be able to account for it.
- 4.7. It is important to ask people around or seek help when you get stuck or do not know the answers. Remember studying is a journey and you need support from others.
- 4.8. You have decided to study and entered the RPL process. We will do our best to prepare you to be ready for the LMDP (NQF level 5) program. Play your part and we commit to playing our part. At the end of this journey, we will both be content.
- 4.9. The questionnaire is not available for download on our website, but it can only be sent via email to the candidates who apply for Recognition of Prior Learning (RPL)

**Contact details:**

- ✓ NBI Registrar: Mr Nkululeko Pelem: [nbi@bmedia.co.za](mailto:nbi@bmedia.co.za) or 021-864 8258
- ✓ NBI RPL officer: Ms Valerie Hamann: [valerie@bmedia.co.za](mailto:valerie@bmedia.co.za) (021-864 8258)
- ✓ NBI Principal: Mawonga P. Celesi: [phaphile@bmedia.co.za](mailto:phaphile@bmedia.co.za) (021-864 8224)

For more information about NBI please visit our website: [www.nehemiah.co.za](http://www.nehemiah.co.za) or contact the following:

