

APPLICATION FOR THE REGISTRATION OF ADDITIONAL PROFESSIONAL DESIGNATION(S) FOR PROFESSIONAL BODIES ALREADY RECOGNISED BY SAQA

Institute of Chartered IT Professionals (ICITP)

Name of Professional Body	Institute of Chartered IT Professionals (ICITP)
Statutory or Non-Statutory Body	Non-Statutory
Sector	Information and Communications Technology
Physical Address	400 – 16th Road, 1st Floor, Block A, Central Park Office, Midrand
Application Approved by Board/Council	Yes
Application Signed by CEO / Registrar/ Board Chairperson	Yes
Registered Designations	<ul style="list-style-type: none"> • Information Technology Certified Professional -ITCP(SA) • Chartered Information Technology Professional- CITP(SA)
Designations Applied for	<ul style="list-style-type: none"> • Certified Computer End-User Practitioner, South Africa - CCEUP (SA) • Information Technology Passport, South Africa - ITP(SA) • Certified IT Business Professional®, South Africa-CITBP (SA)®
Date of Recognition	28 July 2016
Date of Gazette Notice	

BACKGROUND

The Institute of Chartered IT Professionals (ICITP®) was established in 2003 and acquired registration as a Non-Profit Organisation from the Department of Social Development in 2009. The ICITP® mission includes the advancement of the objectives of the NQF; promoting public interest and trust in the Information Technology Profession; ensuring and encouraging continuing professional development; developing and maintaining the standards for the practice of Information Technology and facilitating access to its designations in recognition of deserving Information Technology practitioners in South Africa.

CRITERIA FOR REGISTRATION OF A PROFESSIONAL DESIGNATION

The criteria for the awarding of the additional Professional Designations below comply with the SAQA *Policy & Criteria for Recognising a Professional Body and Registering a Professional Designation for the Purposes of the National Qualifications Framework Act, Act 67 of 2008* and the designations complement those already registered, creating a designation pathway.

Designation Title: Certified Computer End-User Practitioner, South Africa - CCEUP (SA)

Underlying Qualification(s)	<p>Any one of the following qualifications:</p> <ul style="list-style-type: none"> • National Certificate: Information Technology: End User Computing NQF Level 3 (SAQA ID: 49077) • National Certificate: Information Technology: End User Computing
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	<p>NQF Level 3 (SAQA ID: 61591)</p> <ul style="list-style-type: none"> • National Senior Certificate at NQF Level 4 with a pass in Computer Applications Technology or Information Technology as a subject (SAQA ID: 49647) • National Certificate: Vocational: Information Technology and Computer Science at NQF Level 4 (SAQA Learning Programme ID: 90806) • National Senior Certificate for Adults at NQF Level 4 with a pass in Information Technology as a subject (SAQA ID: 91672) • Any other comparable qualification at NQF Level 4
Experiential Learning and Practical Experience	Candidates require six months experience working with computers in a business or organisational environment.
Board/ Admission Examination/Assessment	Assessments will consist of exams and/or written assignments.
Continuing Professional Development (CPD) Requirements	5 CPD points per year must be accumulated and recorded.
Application of Recognition of Prior Learning (RPL)	<p>The prospective applicant must submit a portfolio of evidence of his/her educational achievements and previous work experience in support of the application. The portfolio of evidence should comprise of:</p> <ul style="list-style-type: none"> • A comprehensive CV • Details of relevant work experience or job description indicating dates and places where experience was obtained • List of relevant training courses attended - including name of provider, name of course, attendance dates and what was learned • Certified copies of all qualifications and/or certificates of membership of a professional association and; • A testimonial from the employer/supervisor or any other relevant documentation
<p>Designation competences:</p> <p>The candidate should be competent in providing basic assistance to computer users in the following areas:</p> <ul style="list-style-type: none"> • Use of a word processing application • Use of a spreadsheet application • Use of a database application • Use of a presentation application • Use of Graphic Designing Software • Use of other technology-enabled communication devices • Other related applications to input, retrieve, and communicate information 	

Designation Title: Information Technology Passport, South Africa – ITP (SA)

Underlying Qualification(s)	<ul style="list-style-type: none"> • Higher Certificate at NQF Level 5; or • Occupational Certificate at NQF Level 5 with information technology, computer science and/or computer engineering modules.
Experiential Learning and Practical Experience	At least one years' work experience in an IT environment.
Board/ Admission Examination/Assessment	Assessments will consist of exams and/or written assignments.

Continuing Professional Development (CPD) Requirements	10 CPD points per year must be accumulated and recorded.
Application of Recognition of Prior Learning (RPL)	<p>The prospective applicant must submit a portfolio of evidence of his/her educational achievements and previous work experience in support of the application. The Portfolio of Evidence should comprise of-</p> <ul style="list-style-type: none"> • A comprehensive CV • Details of relevant work experience or job description indicating dates and places where experience was obtained • List of relevant training courses attended - including name of provider, name of course, attendance dates and what was learned • Certified copies of all qualifications (which will be verified through SAQA's Verification Service) and/or certificates of membership of professional association and • A testimonial from the employer/supervisor or any other relevant documentation
<p>Designation competences:</p> <p>In addition to the academic competence, the candidate must demonstrate the following competencies that show the range of technical, legal and administrative skills that this professional needs to do his/her job:</p> <ul style="list-style-type: none"> • Basic knowledge and application of information technology-related laws and regulations • Ability to communicate to clients and within a team context • Mastery of quality principles and procedures within an IT environment <p>In addition, they also need:</p> <ul style="list-style-type: none"> • organisational skills in order to understand and apply their technical skills in an organisational context; • people skills to influence the decisions, actions and behaviour of the organization and business stakeholders through effective communication; • Clerical/administrative skills. 	

Designation Title: Certified IT Business Professional®, South Africa [CITBP (SA) ®]

Underlying Qualification(s)	<ul style="list-style-type: none"> • Advanced Diploma at NQF Level 7; or • Bachelor's Degree at NQF Level 7; or • Occupational Certificate at NQF Level 7 <p>with information technology, business information technology, business studies and computer science modules.</p>
Experiential Learning and Practical Experience	At least four years' work experience in an Information Technology (IT) environment. Two of these four years must have been spent in roles that carry a significant amount of responsibility, full accountability and present a challenging range of complex work activities. Candidates also need to demonstrate personal influence and well developed Information Technology business skills.
Board/ Admission Examination/Assessment	The Certified IT Business Professional (CITBP-SA) Board Examination is compulsory.
Continuing Professional Development (CPD)	20 CPD points per year must be accumulated and recorded.

Requirements	
Application of Recognition of Prior Learning (RPL)	<p>ICITP recognises that there are many different ways of acquiring knowledge and proving competence. As a consequence, ICITP provides for RPL procedures to obtaining a designation. All RPL routes are measured against the ICITP RPL policy, competency outcomes and assessment criteria. The prospective applicant must submit a portfolio of evidence of his/her educational achievements and previous work experience in support of the application. The Portfolio of Evidence should comprise of-</p> <ul style="list-style-type: none"> • A comprehensive CV • Details of relevant work experience or job description indicating dates and places where experience was obtained • List of relevant training courses attended - including name of provider, name of course, attendance dates and what was learned • Certified copies of all qualifications (which will be verified through SAQA's Verification Service) and/or certificates of membership of professional association and • A testimonial from the previous employer/supervisor or any other relevant documentation
<p>Designation competences: In addition to academic competence, a Certified IT Business Professional (CITBP-SA) must have the following competences:</p> <ul style="list-style-type: none"> • Business Management • Compliance Management • People Management • Quality Management • Financial Management • Legal, social and ethical issues • Information Technology Frameworks and Approaches <p>The candidate should be able to demonstrate the achievement of the required competencies that show a range of technical, legal, research, and leadership skills that the Certified IT Business Professional need to do their jobs. In addition, they also need:</p> <ul style="list-style-type: none"> • organisational skills in order to understand and apply their technical skills in an organisational context; • people skills to influence the decisions, actions and behavior of the organisation and business stakeholders through effective communication; • Strategic management skills at various levels to lead their peers and those whose work they oversee to deliver business objectives. 	