PRINCIPLES AND PROCEDURES FOR UPDATING, MODIFICATION AND CANCELLATION OF QUALIFICATIONS

SECTION ONE
Objective, Scope, Basis and Definitions

Objective and scope

ARTICLE 1- (1) These Principles and Procedures aim to regulate the procedures and principles to be followed when the qualifications included in the Turkish Qualifications Framework are updated, modificatied and canceled.

(2) These Principles and Procedures covers assessing the impact of updating, modification and cancellation the qualifications included in the Turkish Qualifications Framework and the qualification forms defining the qualifications, determining the actions to be taken, reflecting the changes in the Turkish Qualifications Framework and processes and procedures to be carried out by the responsible bodies and the Turkish Qualifications Framework management structures.

Basis

ARTICLE 2- (1)) These Principles and Procedures have been prepared in regard to Article 255 of the Presidential Decree On Organization of Affiliated, Related, Associated Institutions and Organizations with Ministries and Other Institutions and Organizations dated 15/7/2018 no. 4 and subparagraph (h) of the ninth paragraph of Article 16 of the Regulation on the Principles and Procedures for the Implementation of the Turkish Qualifications Framework came into force after being published in the Official Journal No. 29537 on 19/11/2015.

Definitions

ARTICLE 3- (1)In the implementation of these Principles and Procedures, the terms states as;

- a) Authority: Vocational Qualifications Authority Department: Department of Vocational Qualifications Authority Turkish Qualifications Framework Department

- b) Coordination Council: Turkish Qualifications Framework Coordination Council

- c) Council: Turkish Qualifications Framework Council

- b) Department: Department of Vocational Qualifications Authority Turkish Qualifications Framework Department

d) Responsible Body : Bodies and institutions conducting the legal arrangements, operations and coordination on determining, identifying and providing the qualifications throughout the education and training system such as the Ministry of National Education, Council of Higher Education, Vocational Qualifications Authority and other institutions specified in the relevant legislation to be responsible for qualifications.

e) Turkish Qualifications Framework: : The national qualifications framework which has been designed in line with the European Qualifications Framework and indicates all qualification principles acquired through general, academic and vocational education and training programs including primary, secondary and higher education as well as other ways of learning,

f) Turkish Qualifications Database: Database in compliance with the Turkish Qualifications Framework in which all qualifications are defined and classified in terms of learning outcomes approach,

g) Qualification: Official documents such as diploma, certificate or vocational qualification certificate obtained when a responsible body, at the end of a process of assessment and validation, recognizes that an individual has accomplished the learning outcomes according to certain criteria,

ğ) Qualification form: Document in which the general information related to the qualification as the objective, learning outcomes, level, assessment and evaluation methods, entry and achievement requirements, and progression routes are defined.

SECTION TWO
Basic Principles of Qualifications in the Turkish Qualifications Framework

Defining qualifications

Article 4 - (1) All official documents such as diploma, certificate and vocational qualification certificate issued if the learning outcomes of the individual are recognized by the responsible bodies at the end of an assessment and validation process, are known as qualifications.

(2) All qualifications achieved through education and training programs and other learning methods are placed in the Turkish Qualifications Framework in accordance with the "Procedures and Principles for the Inclusion of Qualifications Into the Turkish Qualifications Framework".

(3) Qualifications included in the Turkish Qualifications Framework are registered and published in the Turkish Qualifications Database.

(4) Each qualification included in the Turkish Qualifications Framework is defined by the relevant responsible body through the "Qualification Form" in Annex-1 on the basis of the qualification type specification approved by the Council.

SECTION THREE
Updating, Modification and Cancellation of Qualifications

Duties, powers and responsibilities

ARTICLE 5- (1) In any case, the Council is responsible for ensuring that the Turkish Qualifications Framework reflects the most current state of qualifications in our country and that the qualification forms are up to date.

(2) Responsible bodies are responsible for creating and keeping qualification forms up to date. Responsible bodies work in cooperation with the Council and ensure the implementation of the Council's decisions.

(3) The Department is responsible for carrying out the processes and procedures for updating, modification and cancellation the qualifications included in the Turkish Qualifications Framework and the qualification forms defining these qualifications.

The Department provides technical support to the responsible bodies and the Council for all the processes within these Principles and Procedures.

Updating and modification of the qualification

ARTICLE 6- (1)If a qualification included in the Turkish Qualifications Framework needs to be updated, the qualification form updated by the responsible bodies is forwarded to the Department.

(2) Updates to the qualification form are examined by the Department for their compatibility with the relevant qualification type specification. The Department may request additional information and documents. Changes that do not harm compliance of the qualification with the relevant qualification type specification are considered as updates and are reflected in the Turkish Qualifications Database by the Department.

(3) In cases where changes are considered to damage the compatibility of the qualification with the relevant qualification type specification, the provisions of the "Procedures and Principles for the Inclusion of Qualifications Into the Turkish Qualifications Framework " apply.

Canceling of the qualification

ARTICLE 7- (1)In case a qualification included in the Turkish Qualifications Framework is canceled by the responsible bodies , the qualification is removed from the Turkish Qualifications Framework in accordance with article 15 of the "Procedures and Principles for the Inclusion of Qualifications Into the Turkish Qualifications Framework ". The date when the qualification is canceled is stated in the Turkish Qualifications Database.

SECTION FOUR
Miscellaneous and Final Provisions

Results for Modification and Cancelling of Qualifications

ARTICLE 8- (1)The impact of modification and canceling qualifications included in the Turkish Qualifications Framework on existing qualification holders is assessed by the responsible bodies and, if necessary, arrangements are made in accordance with the condition of these persons. If the regulations impose new obligations on qualification holders, this be announced to the public through the website of the responsible bodies concerned at least six months before.

Enforcement

ARTICLE 9- (1) These Principles and Procedures shall enter into force with the approval of the Coordination Council.

Execution

ARTICLE 10- (1) The provisions of these Principles and Procedures are executed by the President of the Authority with the approval of the Coordination Council.

QUALIFICATION FORM

QUALIFICATION FORM DATA FIELDS				Required/ Optional
Qualification Title				**Required**
Responsible Body				**Required**
Objective				**Required**
Orientation	General ❑	Academic ❑	Vocational ❑	**Required**
Level	TQF:	EQF:	ISCO:	ISCED (2013):	**Required**
Category	Principal ❑	Supplemental ❑	Unit ❑	Special Purpose ❑	**Required**
Learning Outcomes				**Required**
Key Competences				**Required**
Assessment and Evaluation Methods				**Required**
Achievement Requirements				**Required**
Conditions for Achievement				**Required**
Progression Routes				**Required**
Legal Basis				**Required**
Credit				**Optional**
Learning Context				**Optional**
Quality Assurance				**Optional**
Expiry Date (If available)				**Optional**
Other Information				**Optional**
Web Address for Qualification				**Optional**