

Pre Vocational Education: Guidelines for Assessment and Award Criteria for Certification

(Issued by the Mauritius Examinations Syndicate)

1. Introduction

- 1.1 The Pre Vocational Education (PVE) Programme is a four year course, duly approved by the Ministry of Education, and offered to candidates attending classes conducted jointly by secondary schools (state and private aided) and training centres under the purview of the Mauritius Institute of Training and Development (MITD).
- 1.2 The new strategy now makes provision for four years of Pre Vocational Education with a gradual integration of trade skills and entrepreneurial skills right from Year I.
- 1.3 Year I focuses on remediation with emphasis on basic numeracy and literacy. For Year II, the course of study is a leveling stage whereby students work on a common programme whose objective is to bring students at par in terms of knowledge, skills and attitudes before moving to Year III and Year IV where assessment for certification is carried out.
- 1.4 Candidates who successfully complete the four year PVE cycle will be awarded the **National Certificate in Pre Vocational Education** which is pitched at Level 2 of the National Qualifications Framework. This certificate is awarded jointly by the Mauritius Examinations Syndicate and MITD.

2. The Pre Vocational Education Programme

- 2.1 The programme aims at facilitating transition for a larger number of students to further vocational education and/or the labour market.
- 2.2 The course content has been aligned on the National Curriculum Framework (Secondary) and is organized around the following five domains:
 - (a) Communication Skills;
 - (b) Life Skills;
 - (c) Information and Communication Technology (ICT);

- (d) Numeracy & Problem Solving Skills; and
- (e) Livelihood and Trade Skills.

3. Assessment Framework

- 3.1 The Assessment Framework is detailed out as at Annex I. **(Page 6)**
- 3.2 Knowledge, understanding and skills are assessed in accordance with the objectives stipulated for Year III and Year IV of the Pre Vocational Education Programme.
- 3.3 The scheme of assessment consists of -
 - (a) continuous assessments to be conducted throughout the course by the schools/training centres;
 - (b) end of year controlled written assessments organized by the Mauritius Examinations Syndicate (MES); and
 - (c) controlled practical assessments organized by MITD.
- 3.4 Guidance on the assessment tasks which will count for the continuous assessments for Year III and Year IV to be conducted by the secondary schools/training centres is detailed at Annex II. **(Page 7)**
- 3.5 Modules of the Livelihood and Trade skills to be assessed at secondary schools and training centres are detailed at Annex III **(Page 8)**
- 3.6 Controlled assessments for Year III and Year IV will be conducted in the following domains :
 - (a) Communication Skills;
 - (b) Numeracy and Problem Solving Skills -
 - 1. Mathematics
 - 2. Science
 - (c) Livelihood and Trade Skills
- 3.7 Life Skills and ICT will be assessed only through continuous assessment.
- 3.8 Controlled written assessments for Year III and Year IV will be conducted on dates approved by the Ministry of Education.

3.9 For Livelihood and Trade Skills, MITD will standardise the assessment tasks, administer the assessments, carry out the marking and ensure quality assurance.

4. Entries for Assessment

4.1 Candidates must enter for all assessments if they wish to be eligible for a Pre Vocational Education Certificate.

4.2 Entries for assessment must be submitted to MES through schools at which candidates are registered.

4.3 Entries for assessment are the responsibility of the school.

4.4 MES will **NOT** accept entries directly from candidates.

4.5 The timetable which includes detailed instructions for written controlled assessments organized by MES is issued before the assessments.

5. Recording and submission of marks

5.1 Schools and Training Centres shall keep records of continuous assessments for audit/moderation purposes and in case of query.

5.2 Records of continuous assessment shall be kept in a portfolio which contains the following documents: question papers, model answers, candidates' scripts, candidates' work and artifacts, mark sheets, etc.

5.3 Schools will submit marks for continuous assessments (soft and hard copies) to MES on appropriate sheets provided and duly certified by the Head of School.

Training Centres will also submit marks of practical assessments (soft and hard copies) to MES on the appropriate sheets provided and duly certified by the Head of MITD Centre.

6. Award and grading rules

6.1 The award of the '*National Certificate in PVE*' will be based on the results of both continuous assessments and end of year controlled assessments.

6.2 The weightings of each assessment mode which will count for the final award are stipulated at Annex I. There will be no banking of marks for Year I and Year II.

- 6.3 In order to be eligible for the '*National Certificate in PVE* ', candidates should score -
- a) ***Either*** a minimum of **35%** in each of the five domains;
 - b) ***Or*** an overall of **40%** with at least 35% in Communication Skills, Numeracy and Problem Solving Skills and Livelihood and Trade Skills.
- 6.4 The overall grading rule for each domain will be as follows:
- Below 35%: Referred
- 35% - Below 60% : Pass
- 60% - Below 80%: Credit
- 80% and above: Distinction
- 6.5 Candidates who are not able to satisfy the criteria for the award of the National Certificate in PVE will be awarded the '*National Certificate in Literacy* - (pitched at Level 1 on the NQF) provided they obtain at least 35% in each of the three following domains: Communication Skills, Numeracy and Problem Solving Skills and ICT.

7. Results of Year III and Year IV assessment

- 7.1 The results documentation will consist of 'consolidated result lists', Statements of Results and Certificates.
- 7.2 The consolidated result lists will indicate marks scored by candidates in each of the domains. The Statement of Results will indicate grades obtained by the candidate in each of the domains and the overall result. The Certificate will indicate grades obtained in each domain and the overall result achieved by the candidate.
- 7.3 For Year III assessment, schools will receive consolidated result lists at the time of publication of results.
- 7.4 For Year IV assessment, schools will receive consolidated result lists and Statements of Results for each candidate.

8. Enquiry about results

- 8.1 Candidates who are not satisfied with their results may apply for clerical check (for

continuous assessment and controlled written assessments) and remarking of scripts (for controlled written assessment) upon payment of the appropriate fees.

- 8.2 Request for remarking should be submitted by the school to the Mauritius Examinations Syndicate not later than one month after the issue of results.

Annex I

The Assessment Framework

The percentage weightings for the different domains are summarised in the table below. It also includes the mode of assessment for the domains.

Domains	Numeracy and Problem Solving Skills		Communication Skills		Life Skills	ICT	Livelihood and Trade Skills	Banking of marks for Certification Weighting %
% Weighting of marks per domain for certification	20%		20%		10%	10%	40%	
Mode of Assessment	Continuous Assessment	Controlled Written Assessment	Continuous Assessment	Controlled Written Assessment	Continuous Assessment	Continuous Assessment	Controlled Practical Assessment	
Year I								
Year II								
Year III	5%	5%	5%	5%	5%	5%	10%	40%
Year IV	5%	5%	5%	5%	5%	5%	30%	60%
Total	10%	10%	10%	10%	10%	10%	40%	100%

Assessment Tasks

- Assessment tasks are provided in the MIE manuals to help teachers monitor closely the process of learning and the progress of their student.

- Teachers are strongly advised to ensure that **ALL** assessment tasks contained in the MIE manuals have been duly completed by all students.

- Teachers will calculate the average marks of all the assessment tasks contained in the MIE manuals and submit the marks to the MES.

- Moderation of sample tasks will be carried out to validate and ensure the consistency of marks.

- Secondary schools will be responsible to implement the assessment tasks for all domains in **Year III**.

- The MITD centres will be responsible to implement the assessment tasks for all domains in **Year IV**.

Annex III

TRADES TO BE ASSESSED FOR LIVELIHOOD AND TRADE SKILLS DOMAIN

The trades to be assessed in Year III and Year IV in Secondary Schools and MITD centres respectively are detailed out in the table below.

Year III		Year IV	
Trade	Institution	Trade	Institution
Basic Technical Drawing	School	Food and Nutrition	MITD
Designing skills	School	Agriculture	MITD
Entrepreneurial Skills	School	Basic electricity	MITD
The 3 areas above will be assessed and computed on 10%		Fashion and Fabrics	MITD
		Housekeeping	MITD
		Bicycle & Motorcycle maintenance	MITD
		Plumbing and Pipe Fitting	MITD
		Woodwork	MITD
		Metalwork	MITD
		The above trades will be assessed and computed on 30%	
A total of 40 % computed for Livelihood and Trade Skills for certification			

NOTE: The following trades will be taught at school in Year III but will not be assessed for certification:

1. Food and Nutrition
2. Agriculture
3. Metalwork
4. Woodwork
5. Fashion and Fabrics