

ABOUT CRAD

CRAD stands for Curriculum Research and Development. The activity is a function of the Ministry of Higher and Tertiary Education which is responsible for several functions that include HEXCO course development, monitoring of course implementation, private college inspection and registration. Course levels range from Pre-Vocational certificate, through National Foundation Certificate, National Certificate and National Diploma to Higher National Diploma. Selected short competency based courses are also available and successful graduates are awarded Professional Competency Certificates. HEXCO qualifications are widely recognized and cost only a fraction of foreign courses.

CRAD professional staff constitutes more than 60% of the National Manpower Advisory Council's Watchdog Committee on the Monitoring of Private Colleges. CRAD officers are also Ex-officio members of the Higher Education Examination Council (HEXCO) and relevant Sectoral Committee of the National Manpower Advisory Council (NAMACO)

Vocational/Technical Training Disciplines Catered for by CRAD & National Examinations

Aircraft Engineering	Mechanical Engineering	Cosmetology
Applied Arts	Mass Communication	Library & Information Science
Business Studies	Automotive Engineering	Applied Science
Civil Engineering	Construction Engineering	Electrical Engineering
Clothing & Textile Studies	Management Studies	Secretarial Studies
Hospitality and Tourism	Pedagogics	
Information & Communication Technology		

Students following HEXCO training programmes now have Entrepreneurial Skills (ESD) as part of their curriculum.

Useful Publications Available

- Directory of Courses offered in the Vocational & Technical Education system.
- Directory of Registered Vocational & Technical Education in Zimbabwe.
- Guidelines and Procedures for the Registration and Monitoring of Private Vocational Technical Training Institutions

CRAD CONTACT DETAILS

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ZIMBABWE

MINISTRY OF HIGHER AND TERTIARY EDUCATION

INFORMATION

FOR

PROSPECTIVE PRIVATE-COLLEGE STUDENTS

You and Your Private College



Published by the Ministry of Higher and Tertiary Education
Curriculum Research and Development

HARARE
ZIMBABWE

INTRODUCTION

This pamphlet has been prepared for those intending to enroll with private colleges (Institutions) in Zimbabwe. While the role of private colleges in complementing government's efforts to provide Vocational and Technical training in Zimbabwe cannot be disputed, it becomes more and more evident that there are a few private training institutions that have tended to undo this respectable cause through:

- Operating without being registered with the 'Ministry of Higher and Tertiary Education
- Duping students into entering complex financial contracts
- Not providing the promised training in full
- Poor handling of student's examination fees
- Issuing impressive-looking certificates or diplomas not recognized by employers or
- Making false claims about their examination pass rates in the media

The Directory gives necessary details concerning the location of each registered approved Vocational/Technical, training college – such as Physical Address, Courses offered and Telephone/Fax number(s).

Private colleges listed in this Directory have been inspected to determine their capacity (lecturer qualifications, relevant experience, available training equipment, etc) to offer particular courses – prior to being registered with the Ministry of Higher and tertiary Education. Upon being registered, each college is issued with a Certificate of Registration as a Vocational/Technical Training Institution. The certificate also indicates the date of registration, institution's approved physical location, and courses available for your perusal, you could ask for assistance at the reception and if that is of no help that it could mean that the college is not registered to offer certain (or any) training. Because of the increasing number of student complaints being received when relations turn sour, we have seen it fit to publish information that – if used – could make your relationship with registered training providers a mutually beneficial one.

The information in this pamphlet has been simplified for easy understanding but you are also encouraged to refer to relevant sections of the Manpower Planning & Development Act Chapter 28:02 and Statutory Instrument Number 333 of 1996 (and as amended by statutory Instrument Number 26 of 2001) for the finer details.

For your information, CRAD Staff, (see back of pamphlet) co-ordinate the development and implementation of all nationally recognized Vocational and Technical Training courses – from the Pre- Vocational Certificate (PVC) level through to the Higher National Diploma (HND) level. There are currently 350 approved national courses that are examined through the Higher Education Examinations Council (HEXCO) of the Ministry. Many registered private colleges qualify to offer several of these programmes. However, where one prefers to obtain foreign instead of national qualifications, private colleges are permitted (through registration) to offer training leading to foreign qualifications – so long as they prove to the Ministry that they have the necessary training resources to successfully implement the intended courses.

WHAT IS AN INSTITUTION?

'Institution' generally means any non-governmental technical or vocational training establishment and includes agencies set up to co-ordinate or engage in training in the country. An institution is therefore one and the same thing as a private vocational or technical college. We shall refer to it in this pamphlet as a private college – as it is commonly known.

WHY STUDY AT A PRIVATE COLLEGE?

While it is government's desire to make vocational and technical training accessible to all Zimbabweans, the demand for training far outmatches available government institutions. To this end private colleges provide a welcome relief and, in many cases, they provide specialized programmes

of training that are not catered for at government institutions based on development priorities of government or due to shortages in resources. Private colleges therefore have a place in Zimbabwe and Government openly acknowledges their role in National Development. However, all private Voc/Tech institutions must be registered with the Ministry before they commence operating.

CHOOSING A PRIVATE COLLEGE TO ATTEND

One's career aspirations – together with other factors – usually determine which college a person will finally enroll with. This is so because not all private colleges offer the same courses. Some offer good training, which, unfortunately may be unaffordable to you while others could be offering higher level training than you require at a given time and yet another offer the right type of training at affordable rates but is too far from you. Worse still, others may be just downright crooked! You should get adequate information before enrolling. We regularly publish a Directory of Registered Colleges, which you can refer to in search of authentic colleges near you and the courses they are authorized to offer, contact details etc (see back page for more information).

To choose a private college that will not give you unnecessary hassles, you are advised to:

- Verify the registration status of the college before enrolling. Each private college or training agency should display a Certificate of Registration/Exemption issued by the Ministry of Higher and Tertiary Education.
- Only enroll for a course which appears on the certificate, it will be difficult for us to help should you have problems with a college over a course that does not appear on the certificate.
- Where the physical address on the certificate differs from the actual location of the college, it is possible that the college has moved without approval of the ministry and is therefore using an invalid certificate. This should raise your suspicions about the college. In such cases, we would advise you to contact CRAD for an update on the status of the college before committing yourself further.
- Understand the implication of any binding agreements you may be required to enter into. Consult your parents, guardian, or legal consul before committing yourself. Such consumer support bodies as the Consumer Council of Zimbabwe may be able to offer sound advice on contracts involving your money.
- Ask to be shown round the training facilities when convenient (some colleges hold open days for this purpose). If you are to pay for training, you must be happy with the training environment and training resources. Further, the days of single-room colleges are now over.
- Refer to the Directory of Registered Colleges if you are still in doubt about the status of a college, if it is not in the directory, it could be recently registered, deregistered or unregistered. Be certain!
- Check with us if you are in doubt. Our contact details are on the back-page of the pamphlet.

Make use of this informative pamphlet. We are confident that the information could save you from making serious and costly mistakes in your endeavors to improve yourself either socially or economically.

WE WISH YOU SUCCESS IN YOUR STUDIES!!!

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