Year Cycle Dates 2024/2025

1. Items that can be submitted by Quality Partners (QP) during window periods using appropriately completed templates.
2. For items **(a-e)** listed below, QPs must use the following email address: Qualifications@qcto.org.za

a) Application Form for development (realignment/review/new development) of Occupational Qualification(s), Part Qualification(s) and Skills Programme(s);

b) Qualification(s), Part Qualification(s) and Skills Programme(s) Development Reports inclusive of necessary attachments:
   i. Scoping Report;
   ii. Profiling Report;
   iii. Curriculum Specifications Development Report;
   iv. Qualifications Assessment Specifications (QAS) Addendum Report/ Skills Programme FISA Standard Approval Report;
   v. Qualification Document Report;
   vi. Final Verification Report.

c) Submission of Qualification/s & or Part Qualifications & or Skills Programmes for evaluation includes:
   i. Qualification Doc;
   ii. Part Qualification Doc;
   iii. Skills Programme (Inclusive of QCTO Assessment Domain approved FISA Standard) Doc;
   iv. Curriculum Doc;
   v. Qualification Assessment Specification (QAS) Doc;
   vi. Part Qualifications Assessment Specification (PQAS) Doc;
   vii. Completed Evaluation Checklist for each Qualification, Part Qualification, or Skills Programme.

d) Applications for the registration of learnership/s by Department of Higher Educations and Training;

e) SAQA Returned Qualifications/Part Qualifications.

f) The QAS Addendum Doc is CONFIDENTIAL and must only be submitted to the email address Assessments@qcto.org.za

Date Cycle	Submission Dates		Evaluation and Moderation	Monthly Internal Qualifications Committee (IQC) Meeting date	Publication for Public Comments for 21 days (Government Gazette Notice)	Qualifications recommended to SAQA for Registration
	Window Opens	Window Closes				
*Cycle 08 2022/23	17 October 2022	15 December 2022	November/December 2022/ January 2023	31 January 2024	February 2024	March 2024
*Cycle 09 2022/23	03 January 2023	31 January 2023	January/February 2023	28 February 2024	March 2024	April 2024
*Cycle 11 2023/24	01 March 2024	29 March 2024	March/April 2024	30 April 2024	May 2024	June 2024
Cycle 1 2024/25	02 April 2024	30 April 2024	April/May 2024	30 May 2024	June 2024	July 2024
Cycle 2 2024/25	02 May 2024	31 May 2024	May/June 2024	27 June 2024	July 2024	August 2024
Cycle 3 2024/25	03 June 2024	28 June 2024	June/July 2024	26 July 2024	August 2024	September 2024
Cycle 4 2024/25	01 July 2024	31 July 2024	July/August 2024	23 August 2024	September 2024	October 2024
Cycle 5 2024/25	01 August 2024	30 August 2024	August/September 2024	26 September 2024	October 2024	November 2024
Cycle 6 2024/25	02 September 2024	30 September 2024	September/October 2024	30 October 2024	November 2024	December 2024
Cycle 7 2024/25	01 October 2024	31 October 2024	October/November 2024	29 November 2024	January 2025	February 2025
Cycle 8 2024/25	01 November 2024	29 November 2024	November/December 2024	30 January 2025	February 2025	March 2025
Cycle 9 2024/25	02 December 2024	31 January 2025	December 2024/January 2025	27 February 2025	March 2025	April 2025
Cycle 10 2024/25	03 February 2025	28 February 2025	January/February 2025	27 March 2025	April 2025	May 2025
Cycle 11 2024/25	03 March 2025	31 March 2025	March/April 2025	30 April 2025	May 2025	June 2025

NB: *QCTO acknowledgment of receipt will be sent after 3 working days from the closing of each submission window.*

SUBJECT MATTER EXPERT (SME) FACILITATOR TRANING

The QCTO offers training for SME Facilitators to enable the development of Qualifications, Part Qualifications and Skills Programmes: - QPs are to register SME Facilitators by submitting [C.V, ID, Name & Contact Details] to: Qualifications@qcto.org.za

NB*: QP officials are encouraged to participate in the training*

Date Cycle	Window Period for Registration of SME Facilitators		Monthly Virtual Training Date **NB:** *Dates are subject to change, Invitation links sent via MS Teams*
	Window Opens	**Window Closes**	
Cycle 1 2024/25	06 May 2024	15 May 2024	**22 May 2024**
Cycle 2 2024/25	05 June 2024	12 June 2024	**19 June 2024**
Cycle 3 2024/25	03 July 2024	12 July 2024	**23 July 2024**
Cycle 4 2024/25	05 August 2024	12 August 2024	**20 August 2024**
Cycle 5 2024/25	05 September 2024	12 September 2024	**19 September 2024**
Cycle 6 2024/25	03 October 2024	14 October 2024	**23 October 2024**
Cycle 7 2024/25	05 November 2024	12 November 2024	**19 November 2024**
Cycle 8 2024/25	06 January 2025	15 January 2025	**23 January 2025**
Cycle 9 2024/25	05 February 2025	14 February 2025	**20 February 2025**
Cycle 10 2024/25	05 March 2025	12 March 2025	**20 March 2025**
Cycle 11 2024/25	03 April 2025	14 April 2025	**24 April 2025**