



## **MEGA JATI ACADEMY SDN BHD**

[www.megajatiacademy.com](http://www.megajatiacademy.com)

A Certified Training Provider for MOF, HRDF, CIDB, ST, all trainings by Mega Jati will be awarded supplementary CIDB 10 CCDs daily and ALL Courses are HRDF Claimable.

# **CRITERIA AND STANDARDS PROGRAMME ACCREDITATION WORKSHOP FOR TVET PROVIDERS ACCORDING TO COPTPA 2019**

TRAINING ID: MJA/TVET/2020/001

**By**

**MEGA JATI ACADEMY SDN BHD**

**No 14-1, JALAN MARIKH CB U5/CB**

**SECTION U5, 40150 SHAH ALAM**

**SELANGOR, MALAYSIA**

**JANUARY 2020**

# **CRITERIA AND STANDARDS PROGRAMME ACCREDITATION WORKSHOP FOR TVET PROVIDERS ACCORDING TO COPTPA 2019**

TRAINING ID: MJA/TVET/2020/001

## **1.0 INTRODUCTION**

*Rapid progress and changes in Technical and Vocational Education and Training (TVET) have led to diversification in the delivery approaches as well as the quality assurance mechanisms of programmes offered by TVET providers. Thus, harmonisation of Quality Assurance (QA) processes for TVET in Malaysia is necessary and timely.*

*The effort to harmonise and unify the diverse QA systems into a single QA system was initiated with the review of the Malaysian Qualifications Framework (MQF), in which skills sector and vocational and technical sector were merged into the TVET sector. This Training will explain the Code of Practice for TVET Programme Accreditation (COPTPA) which outlined to operationalise the single QA system for the TVET programme. Furthermore, for the TVET sector to be in line with the academic sector, the COPTPA was developed in reference to the Code of Practice for Programme Accreditation (COPPA), which is primarily used for the accreditation purpose of academic programmes and certain TVET programmes.*

*The COPTPA was developed with the collaboration of Malaysian Qualifications Agency (MQA), Ministry of Education, and Department of Skills Development (DSD), Ministry of Human Resources, taking into consideration the seven Malaysian QA areas and distinguished requirements of each type of the TVET programmes. The Document was developed in consultation with all categories of MQA and DSD stakeholders, comprising policymakers from the related ministries, higher education providers, training providers, panels of assessors, industry representatives as well as MQA and DSD officer.*

(SOURCE: COPTPA 2019)

Mega Jati Academy (MJA) is offering the consultation services for TVET Providers Nationwide in helping them to explain the accreditation process and guidance for the preparation of relevant documentations related to the practice. All submission template and documents will be shared and developed with the local TVET Provider members during the workshop that been customized to the actual practice of the TVET Providers to comply COPTPA 2019.

Supported by highly experienced and dedicated Industrial Practitioners plus Professors as workshops leaders, MJA will assist the TVET Providers to understand and implement the COPTPA in their organization with minimal investment in line with Malaysia Education Blueprint 2015-2025 aspirations.

## **2.0 COURSE OBJECTIVES**

The objectives of the course are:

1. To **EXPLAIN** and **APPRAISE** TVET Providers on the requirements and process of accreditation and application programme that according to COPTPA 2019.
2. To **GUIDE** and **FACILITATE** TVET Providers in preparing related documentations for MQA – JPK submission that according to COPTPA 2019.
3. To **ADVISE** and **CONSULT** the TVET Providers on overall implementations of COPTPA in their organization.

## **3.0 LANGUAGE & LOCATION:**

The course material will be in English and Malay. Workshop can be held at TVET Training Institute Facilities nationwide. We provide this service nationwide with the similar fee.

**4.0 COURSE FEE:**

| <b>NO</b> | <b>TYPE OF PAYMENT</b> | <b>ACCOUNT NAME</b>       | <b>BANK</b>   | <b>ACCOUNT NUMBER</b> |
|-----------|------------------------|---------------------------|---|-----------------------|
| 1         | Cash, Cheque, Transfer | Mega Jati ACADEMY Sdn Bhd | Bank Islam Malaysia Berhad, Bandar Sri Damansara          | 1427-401000-7241      |
| 2         | LO, HRDF               | Mega Jati Consult Sdn Bhd | Maybank Banking Berhad, Taman Tun Dr Ismail, Kuala Lumpur | 5142-7132-6182        |
| 3         | e-PEROLEHAN            | Mega Jati Consult Sdn Bhd | Nombor e-Perolehan Pembekal<br>eP-140010377               |                       |

For help and further information please contact

- 1) Account: Miss Ria : 012 349 8656
- 2) Training: Miss Zahafarina : 017 419 3031 / Khairi: 011 165 66286

## 5.0 COURSE OUTLINE

|                           |   |                      |          |
|---------------------------|---|----------------------|----------|
| <b>COURSE NAME</b>        | CRITERIA AND STANDARDS PROGRAMME ACCREDITATION WORKSHOP FOR TVET PROVIDERS ACCORDING TO COPTPA 2019 |                      |          |
| <b>DURATION REQUIRED</b>  | 3 DAYS  | <b>LEARNING TIME</b> | 24 HOURS |
| <b>METHOD OF LEARNING</b> | LECTURE, AUDIO VISUAL, WORKSHOP, GROUP WORKS, FACILITATOR COACHING, QUESTION AND ANSWER.            |                      |          |
| <b>CPD AWARDED</b>        | CIDB 20 CPD FOR EACH PARTICIPANT / HRDF CLAIMABLE   |                      |          |

| TIME  | 8.30 AM – 10.30 AM  | 10.30 AM<br>11.00 AM | 11.00 AM – 12.30 PM  | 12.30 PM<br>2.30 PM | 2.30 PM 5.30 PM  |
|---|---|----------------------|--|---------------------|--|
| DAY   |   |                      |  |                     |  |
| <b>DAY 1: SECTION 1: QUALITY ASSURANCE PRINCIPLES OF MALAYSIAN QUALIFICATION FRAMEWORKS</b>   |   |                      |  |                     |  |
| <b>FIRST DAY</b>  | PURPOSE OF QUALITY ASSURANCE AND GOVERNANCE OF QUALITY ASSURANCE BODY                       |                      | QUALITY ASSURANCE PROCESS  |                     | RELATIONSHIP OF QUALITY ASSURANCE BODY AND TVET PROVIDERS                            |
| <b>DAY 2: SECTION 2: TVET STANDARD: TECHNICAL &amp; VOCATIONAL EDUCATION AND TRAINING (TVET) CRITERIA AND STANDARDS FOR PROGRAM ACCREDITATION</b> |   |                      |  |                     |  |
| <b>SECOND DAY</b>   | TVET CRITERIA AND STANDARDS FOR PROGRAMME ACCREDITATION, PROGRAMME DEVELOPMENT AND DELIVERY |                      | ASSESSMENT OF STUDENT LEARNING, STUDENT SELECTION AND SUPPORT SERVICE AND PROGRAMME MANAGEMENT |                     | PROGRAMME MONITORING, REVIEW AND CONTINUAL QUALITY IMPROVEMENT                       |
| <b>DAY 3: SECTION 3: TVET QUALITY ASSURANCE ASSESSMENT PROCESS</b>  |   |                      |  |                     |  |
| <b>THIRD DAY</b>  | TVET QUALITY ASSURANCE ASSESSMENT PROCESS, ACCREDITATION PROCESS                            |                      | SUBMISSION FOR ACCREDITATION & PARTIES TO ACCREDITATION PROCESS                                |                     | THE PROGRAMME EVALUATION PROCESS AND DECISION ON THE PROGRAMME ACCREDITATION, APPEAL |

*\*Subject to final changes*

**6.0 PROGRAM DIRECTOR**



**Muhammad Arkam Bin Che Munaaim** (*Adj. Prof, PhD, PEPC, IntPE*) is the CEO for Mega Jati Academy Sdn Bhd. He is a Certified Energy Manager Registered (REEM) with Suruhanjaya Tenaga Malaysia (ST) and a Certified Construction Project Manager (CCPM) cum Certified Trainer for Construction Industry Development Board Malaysia (CIDB). He serves Engineering Accreditation Department (EAD) as EAC/ETAC Evaluation Panel and also appointed as a Committee Member of Training & Education for the Board of Engineers Malaysia (BEM).

Besides, he is an Examiner for both Professional Assessment Examination (PAE) and Professional Interview (PI) for the Board of Engineers Malaysia and The Institution of Engineers Malaysia. On the other hands, he is appointed Technical Expert of Green Technology Financing Scheme from Malaysian Green Technology Corporation, Industrial Advisory Panel for USM, UMP, UniMY and the Ministry of Youth and Sports Malaysia and also registered as National Industrial Experts (DPIN) with the Ministry of Human Resources Malaysia.

Served as Engineering Accreditation Council Assessor Panel since 2017 and has visited eight (8) universities for accreditation purpose, his also involved in WIM/NOSS/CICS Module development and assessment method worked with CIDB Malaysia and IKBN Malaysia. He is now appointed as an Adjunct Professor of Quest International University of Perak since 2019.

*\*Program Director is responsible to prepare the Course Outline, syllabus and appointment of the Speaker/s, Program Director is not necessarily the Speaker for the Course.*

**-END-**

**Mega Jati ACADEMY**

**(A Division of Mega Jati Consult Sdn Bhd)**

**An ISO 9001:2015 Certified Company**

Mega Jati Consult is a Certified Training Provider for the Ministry of Finance (MOF), Human Resource Development Fund (HRDF) Malaysia and Construction Industry Development Board (CIDB) Malaysia. ALL Trainings by Mega Jati are HRDF Claimable

|   |   |   |   |   |
|---|---|---|---|---|
| +6015 9600 0411   | academy.mjc   | @mjc_academy  | Mega Jati ACADEMY   |   |
|  |  |  |  |  |