

Procedures and Principles Regarding Micro-Credentials within the Framework of the Turkish Qualifications Framework

CHAPTER ONE

Purpose, Scope, Legal Basis, and Definitions

Purpose and Scope

Article 1- (1) The purpose of these Procedures and Principles is to set out the procedures and principles regarding the identification, development, quality assurance, assessment and evaluation, certification, and inclusion of micro-credentials within the Turkish Qualifications Framework.

(2) These Procedures and Principles regulate the fundamentals for the development, assessment and evaluation, certification of micro-credentials, and their alignment with international standards through the Turkish Qualifications Framework.

Legal Basis

Article 2- (1) These Procedures and Principles have been prepared based on Article 255 of Presidential Decree No. 4 and Article 4 of the Regulation on the Implementation of the Turkish Qualifications Framework, which was published in the Official Gazette dated 19/11/2015 and numbered 29537.

Definitions

Article 3- (1) In these Procedures and Principles, the following terms shall mean:

- a) Head of VQA: refers to the head of the Vocational Qualifications Authority.
- b) Certification: The process of issuing a qualification such as a diploma, certificate, qualification document, or title that officially verifies that an individual's acquired learning outcomes have been measured and evaluated according to predetermined criteria.
- c) Quality assurance: The activities of planning, implementation, evaluation, reporting, and quality improvement that ensure qualifications meet the established quality standards and criteria.
- d) Coordination Council: The Coordination Council of the Turkish Qualifications Framework.
- e) Council: Turkish Qualifications Framework Council
- f) Institution: Vocational Qualifications Authority.
- g) Logo: The symbol created to promote the Turkish Qualifications Framework.
- h) Micro-credential: A relatively small-scale qualification issued after the measurement and evaluation of knowledge
- i) Learning outcome: The knowledge, skills, and competencies that an individual possesses after completing any learning process.
- j) Recognition of prior learning: The process of assessing and certifying the learning outcomes previously acquired by an individual through formal, non-formal, and informal

learning, in order to grant a qualification or to exempt the individual from part of an education program.

k) **Responsible institution:** The Ministry of National Education, the Council of Higher Education, the Vocational Qualifications Authority, and other institutions and organizations specified in the relevant legislation responsible for the determination, definition, and provision of qualifications within the education and training system, carrying out legal regulations, procedures, and coordination.

l) **Turkish Qualifications Framework:** The national qualifications framework designed to be compatible with the European Qualifications Framework; it outlines the principles of all qualifications acquired through primary, secondary, and higher education, including vocational, general, and academic education and training programs, as well as other learning pathways.

m) **Turkish Qualifications Database:** The database where all qualifications are defined and classified according to the learning outcomes approach and aligned with the Turkish Qualifications Framework.

n) **Qualification:** The official document such as a diploma, certificate, or vocational qualification certificate obtained as a result of the recognition process carried out by the responsible institution, which evaluates and validates an individual's acquired learning outcomes according to specific criteria.

CHAPTER TWO

Duties, Authorities and Responsibilities in the Development and Inclusion Process of Micro-Credential Programs into the System

Duties, Authorities and Responsibilities

Article 4 - (1) Establishing and operating systems related to micro-credentials in accordance with the standards specified within these Procedures and Principles shall be the responsibility of;

a) The Ministry of National Education is responsible for micro-credentials under its authority and responsibility,

b) The Council of Higher Education is responsible for micro-credentials under the authority and responsibility of higher education institutions,

c) The Vocational Qualifications Authority is responsible for micro-credentials under its authority and responsibility, and

d) Other institutions and organizations specified in the relevant legislation are responsible for other micro-credentials.

(2) The procedures and implementation principles necessary for the alignment of micro-credentials with the national qualifications system shall be determined and enforced by the Council. It is essential that the responsible institutions comply with these procedures and implementation principles.

Duties of the Responsible Institutions

Article 5 - (1) The duties of the responsible institutions are as follows:

a) To establish standard criteria for micro-credentials, define micro-credential programs, determine the credit accumulation and transfer processes for micro-credential programs, ensure the quality assurance of micro-credential programs, and take necessary measures for monitoring and improvement activities,

b) To designate the authorized institutions/organizations responsible for offering and certifying micro-credential programs,

c) To prepare and submit policy documents related to micro-credentials in accordance with these Procedures and Principles to the Council, and to implement them.

Duties of the Authorized Institutions/Organizations Responsible for Offering and Certifying Micro-Credential Programs

Article 6 - (1) The duties of the authorized institutions/organizations responsible for offering and certifying micro-credential programs are as follows:

a) To carry out their activities within the framework of the policy documents to be established by the responsible institution,

b) To implement the measures taken by the responsible institution to establish feedback mechanisms and ensure that the assessment, evaluation, and certification processes and outcomes are transparent and accessible,

c) To ensure that micro-credential documents are issued in a digitally verifiable format.

CHAPTER THREE

Standards and Criteria

Standards for the Development and Implementation of Micro-Credentials

Article 7 - (1) Micro-credential programs must be developed in a manner that ensures the flexible acquisition of knowledge, skills, and competencies; they should be transparent and focused on achieving a specific skill and/or competency. Micro-credential programs can be used independently or combined with larger-scale qualifications, designed to be portable and accumulable.

Article 8 - (1) The following standards shall be applied in the development and implementation processes of a micro-credential program:

a) The learning outcomes approach is used in the design of micro-credentials.

b) The learning outcomes to be achieved through micro-credentials are defined in alignment with the Turkish Qualifications Framework.

c) The objectives, outcomes, assessment criteria, and, if applicable, validity periods of micro-credentials are clearly stated.

d) Micro-credentials are structured in a way that allows them to be acquired through the recognition of prior learning.

e) Micro-credentials are structured in a way that enables access to a new qualification through accumulation and transfer pathways.

f) The design and leveling of micro-credential programs must be in alignment with the Turkish Qualifications Framework.

Article 9 - (1) In a micro-credential program defined by the responsible institution;

- a) The title of the micro-credential,
- b) The name and information of the issuing institution/organization,
- c) Learning outcomes,
- d) The program duration, workload, and/or credit value required to achieve the learning outcomes,
- e) The level of the micro-credential determined in accordance with the level descriptors of the Turkish Qualifications Framework,
- f) Assessment and evaluation methods,
- g) The quality assurance processes applied, and
- h) The certification method.

Standards for the Assessment, Evaluation, and Certification of Micro-Credentials

Article 10 - (1) The assessment, evaluation, and certification activities related to micro-credentials are carried out under the supervision of the responsible institution by the authorized institutions/organizations responsible for offering and certifying the micro-credential programs.

(2) The standards for the assessment, evaluation, and certification of micro-credentials are as follows:

- a) Assessment includes evaluation criteria and methods that enable the measurement of each defined learning outcome.
- b) In measurement and evaluation processes, evaluation criteria, measurement methods, and scoring systems are defined clearly and comprehensibly.
- c) Appropriate assessment systems are used for digital and remote learning environments. These systems are implemented within the framework of the quality assurance criteria defined in the Regulation on the Quality Assurance of Qualifications to Be Included in the Turkish Qualifications Framework.
- d) In the evaluation processes, appropriate methods are selected and used among various assessment methods.
- e) Detailed feedback regarding the results of the assessment and evaluation is provided to candidates.
- f) A transparent and accessible system is established for objection, complaint, and reassessment processes.

Article 11- (1) Candidates who successfully complete the assessment and evaluation processes of micro-credential programs shall be issued, in a pre-determined manner by the responsible institutions, micro-credential certificates, digital badges, vocational qualification documents, transcripts, European Credit Transfer System documents, or similar certificates. It is essential that micro-credential documents are issued in a digitally verifiable format.

(2) Micro-credential documents shall include:

- a) The name and logo of the issuing institution/organization,
- b) Learner information,
- c) The name and code of the micro-credential program,

- d) Learning outcomes,
- e) Program duration and/or certification process,
- f) Credit value (if applicable),
- g) Date of certification, and
- h) A unique verification code specific to the qualification.

CHAPTER FOUR

Quality Assurance Processes in Micro-Credentials

Article 12 - (1) Quality assurance processes defined for other qualifications within the national qualifications system shall also be applied to micro-credentials. It is essential to use the quality assurance criteria specified in the Regulation on Ensuring the Quality Assurance of Qualifications to be Included in the Turkish Qualifications Framework within these quality assurance processes.

(2) It is the responsibility of the competent institution to establish, operate, and take necessary measures for the improvement of the system ensuring the quality assurance of micro-credentials in accordance with the relevant quality assurance criteria.

Article 13 - (1) Micro-credentials that meet quality assurance conditions shall be included in the Turkish Qualifications Framework within the scope of the “Procedures and Principles for the Inclusion of Qualifications in the Turkish Qualifications Framework.”

CHAPTER FIVE

Miscellaneous and Final Provisions

Development and Integration of Micro-Credential Programs into the System

Provisional Article 1 - (1) The responsible institutions are obliged to submit the policy documents related to the micro-qualification programs they currently implement or will newly develop within one year from the date of publication of these Procedures and Principles to the Council.

(2) The said policy document is a document that explains the criteria related to micro-qualifications developed in accordance with the standards set forth in these Procedures and Principles, the program principles, the authorized institutions/organizations responsible for offering and certifying micro-qualification programs, the assessment and evaluation conditions, the certification processes and methods, quality assurance conditions, and future planning.

Enforcement

Article 14 - (1) These Procedures and Principles shall enter into force on the date of their publication.

Execution

Article 15 - (1) The provisions related to these Procedures and Principles shall be executed by the Head of the Institution upon the approval of the Coordination Council.