



MEMORANDUM OF UNDERSTANDING

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Lead Partner: IDEC SA
For ECVET Permit project
Agreement Number: 2014-1-CY01-KA202-000276



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1. Introduction and objectives

The Memorandum of Understanding (MoU) forms the framework for cooperation between VET organizations, partners of the Erasmus+ project ECVET Permit: Permeability between the non-formal and formal vocational and education system.

The project ECVET Permit aims to implement the European Credit System for Vocational Education and Training (ECVET) methodology in the curricula of VET study programmes within the non-formal and formal VET systems, at national and EU level, in an effort to increase the permeability and transferability of the learning outcomes achieved within different learning contexts.

Specifically, the project aims to apply the ECVET methodology for describing, assessing and validating learning outcomes in the VET study programmes of three non-formal technical specializations:

- Electrician
- Plumber
- Automotive mechanic

in order to test the transferability of credits from the non-formal to the formal VET system, firstly within the national borders and secondly on a European level.

The MoU aims to establish mutual trust between the partners engaged in mobility and/or in validation, transfer, recognition and accumulation of learning outcomes, acquired in a different VET organization. In this Memorandum of Understanding, partner organisations mutually accept their respective criteria and procedures for quality assurance, assessment, validation and recognition of knowledge, skills and competence for the purpose of transferring ECVET credit.

2. Identification of organizations signing the MoU

ORGANISATION 1

Country	
Name of VET organization	
Address	
Telephone/fax	
E- mail	
Website	
Contact person	Name: Position:
Telephone/fax	
E-mail	

ORGANISATION 2

Country	
Name of VET organization	
Address	
Telephone/fax	
E- mail	
Website	
Contact person	Name: Position:
Telephone/fax	
E-mail	

3. Information about the qualifications covered by the MoU

ORGANISATION 1

STUDY PROGRAMME 1

Country	
Title of study programme	
EQF level	
NQF level	
Unit(s) of learning outcomes for the transfer	
Annexes	General note on VET programme Unit outline Europass Mobility Template

QUALIFICATION 2

Country	
Title of qualification	
EQF level	
NQF level	
Unit(s) of learning outcomes for the transfer	
Annexes	General note on VET programme Unit outline Europass Mobility Template

4. Assessment validation and recognition of learning outcomes

By signing this Memorandum of Understanding, we confirm that we have discussed the procedures for assessment, documentation, validation and recognition of learning outcomes and have agreed on the terms of credit transfer.

- We accept QA processes
- The units of learning outcomes that are subject of this MoU, have been elaborated during ECVET Permit project, following ECVET principles and guidelines and the methodology developed in our project.
- We have identified the learning outcomes as well as the teaching/learning methods and the assessment methods and criteria that the contracting VET organization uses.
- We have compared the learning outcomes and confirm that we can recognize learning outcomes acquired and assessed by the contracting VET organization.
- We accept each other status as a Competent Institution.
- We accept the assessment methods and criteria, used by the contracting VET organization, as appropriate for the objectives of credit transfer within the frame of ECVET Permit project.

5. Validity of the memorandum of understanding

This Memorandum of Understanding is valid for one year from the date of the signature of the last party.

The Memorandum of Understanding may be reviewed and renewed, by both contracting VET organizations.

6. Signatures

Organisation/ country (use where necessary)	Organisation/ country (use where necessary)
Name, role	Name, role
Place, date	Place, date

Annexes

1. General note on VET programme
2. Unit Outline
3. Europass Mobility Templates

Annex 1: General note on VET programme

Name of VET provider:

Title of VET study programme:

Duration of the study programme:

Total contact hours:

Total learning hours:

Total ECVET points:

Review of study programmes

Please describe if there is a reviewing process of the study programmes in place, how often study programmes are reviewed, who participates in reviewing, who authorises the new programmes and what quality assurance procedures are in place.

Calculation of ECVET points

What is the basis for the calculation of ECVET points? Please provide details on the formula that you have used.

Calculation of learning hours

What is the basis for the calculation of total learning hours from the contact hours? Please provide details on the formula that you have used.

Assessment methods

Please provide an overall description and detailed information of the assessment methods that you use. E.g. formative and summative assessment, how final grades are calculated, how quality of the assessment is ensured, etc.

Quality assurance of institution

Please provide brief information on the quality assurance system of your institution, regarding teaching and students assessment that is relevant for building mutual trust.

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