AGREEMENT FOR SIMILAR COURSES IN DIFFERENT ENVIRONMENTS

MOU TEMPLATE

6.2



METVET

JOINT HIGHER VET

COURSE IN THE METAL SECTOR

WP6 - D. 6.2 - Memorandum of Understanding



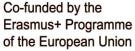




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1 MEMORANDUM OF UNDERSTANDING OBJECTIVES

The Memorandum of Understanding (MoU) forms the framework for cooperation between the competent institutions. It aims to stablish mutual trust between the parties. In this Memorandum of Understanding the 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 credit.

The signatories of this Memorandum of Understanding are interested in an improved exchange of information, communication and collaboration regarding the vocational education and training related to Aluminium & Metal Constructions sector. They are also interested in learning contents and further development of skills, knowledge and competences related to new sustainable methods of working processes, innovative methodologies and new technologies used in the Aluminium & Metal Constructions sector.

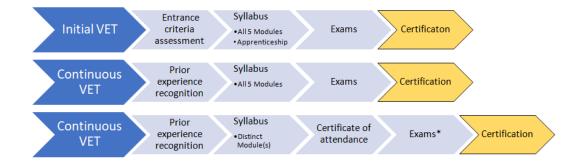
The signatories are convinced that to remain leaders of innovation and quality, the European Aluminium & Metal Constructions sector needs to tackle the existing skills gap in training for Aluminium & Metal Constructions technicians, by creating a demand driven training in order to meet the growing demand for new skills in the current construction industry, including:

- a professional (qualification) profile & a core curriculum (EQF 5);
- a corresponding VET program, including innovative teaching methods;
- a qualification standard (according to ISO/IEC17024) for evaluation & certification.

and to facilitate permeability between vocational training and industry.

In order to improve the quality of initial and continuous VET programs related to Aluminium & Metal Constructions sector, the METVET consortium has developed an innovative vocational training course structured in the form of "METVET Curriculum and syllabus" aiming to i) upgrade experienced workers with at least 5 years' experience from EQF level 4 to EQF level 5; ii) provide an EQF level 5 qualification to youths who want to find a job in this sector.

Accordingly, the following scenarios for exploitation of project results are illustrated in the below-given picture:



First scenario – Initial VET: Young trainees will first prove their eligibility for participation in the METVET course. Then they will follow the 5-Module Syllabus. After successful completion of the course, they will take the exams and, if they pass their exams, they will get a certification.

Second scenario – Continuous VET: The second scenario targets employed/unemployed technicians with minimum EQF level 3 and at least 5 years of relevant experience with two different options:

- i. recognition of achieved knowledge as well as skills and then attendance of a course based on the 5-Module Syllabus. After successful completion of the course, they will take the exams and, if they pass their exams, they will get a certification.
- ii. recognition of achieved knowledge as well as skills and then attendance of selected modules in a specific time-frame, according to both the offer of the VET provider and the individual needs. After successful completion of the course, they will take the exams and, if they pass their exams, they will get a certification.

NOTE ON EXAMINATIONS In order to get the EQF level 5 certification, trainers will have to take the exam foreseen at the end of the 5-module Syllabus.

2 ORGANIZATIONS SIGNING THE MEMORANDUM OF UNDERSTANDING

MoUs are drawn by competent institutions. Each of them is empowered, in their own setting, to award qualifications or units or to give credit for achieved learning outcomes for transfer and validation.

It is important to note that one institution can be competent for more than one function in the qualification system as well as in ECVET, depending on the set up of the specific qualification system. These competent institutions may be ministries, qualifications authorities, regional authorities, employers' representatives, chambers, educational institutes, VET providers, companies etc. identified as sending and hosting institutions authorised to establish such a MoU.

Organization 1		
Country		
Name of organization		
Address		
Telephone/fax		
E-mail		
Website		
Contact norson	Name:	
Contact person	Position:	
Telephone/fax		
E-mail		
Organization 2		
Country		
Name of organization		
Address		
Telephone/fax		
E-mail		
Website		
Contact person	Name:	
Contact person	Position:	
Telephone/fax		
E-mail		

Organization 3	
Country	
Name of organization	
Address	
Telephone/fax	
E-mail	
Website	
Contact variable	Name:
Contact person	Position:
Telephone/fax	
E-mail	
Organization 4	
Country	
Name of organization	
Address	
Telephone/fax	
E-mail	
Website	
Contact person	Name:
Contact person	Position:
Telephone/fax	
E-mail	
Organization 5	
Country	
Name of organization	
Address	
Telephone/fax	
E-mail	
Website	
Contact porces	Name:
Contact person	Position:
Telephone/fax	
E-mail	
E-mail	

Organization 6	
Country	
Name of organization	
Address	
Telephone/fax	
E-mail	
Website	
Contact naves	Name:
Contact person	Position:
Telephone/fax	
Organization 7	
Country	
Name of organization	
Address	
Telephone/fax	
E-mail	
Website	
Contact norsen	Name:
Contact person	Position:
Telephone/fax	
Organization 8	
Country	
Name of organization	
Address	
Telephone/fax	
E-mail	
Website	
Contact names	Name:
Contact person	Position:
Telephone/fax	

3 QUALIFICATIONS COVERED BY THIS MEMORANDUM OF UNDERSTANDING

The most important issue in the MoU is the agreement on the part(s) of the learning program which, as in the case of METVET, can be considered for competence development during the mobility/course/traineeship period. Transparent and sufficient information about the relevant training programme(s) or qualification(s) is the basis for mutual trust. Therefore, Competence Profile Certificate(s) should be developed. If this is not applicable, then at least the possible competence development to be offered should be indicated on the Competence Matrix. The Competence Profile Certificate(s) or any other related information should also be included in the annex of the MoU. In addition, the EUROPASS Certificate Supplement(s) should be included in the annex.

Qualification 1		
Countries		
Title of qualification		
EQF level (if appropriate)		
NQF level (if appropriate)		
Typology of the learning	Mobility	
pathway - please tick as	Course	
appropriate	Traineeship	
Unit(s) of learning outcomes		
for the learning pathway:	Contract description of the contract of the co	
mobility/course/traineeship	Refer to enclosure in the annex	
(refer to enclosure in the		
	Europass Certificate Supplement ¹	
	Competence Profile Certificate(s) ²	
Enclosures in annex – please	Competence Matrix ³	
tick as appropriate	The learning outcomes associated with the qualification	
	Description of the unit(s) of learning outcomes for the learning mobility/course/traineeship	
	Other: (please specify)	

¹ Annex if relevant

² Annex if relevant

³ Annex if relevant

4 ASSESSMENT, DOCUMENTATION, VALIDATION AND RECOGNITION

It is necessary to describe how and when the learning organization will assess the learner. The method(s) to be used should be agreed upon in cooperation with the other organizations involved, especially with the organization that has the final responsibility for the whole competence development of the learner. Assessment could be related to the vocational competences (in a narrower sense) as well as to social and other work-related skills and abilities. The assessment could take place several times during the learning pathway and the results should be discussed with the learner.

The following procedures and criteria should be described, specifying the methods and processes used for:

- Validation: for confirming that certain assessed learning outcomes achieved or competences developed by the learner during the learning pathway correspond to specific learning outcomes or steps of competence development that are required for the specific training programme or qualification;
- Recognition: attesting officially achieved learning outcomes or steps of competence development reached through the awarding of an updated Competence Profile Certificate.

By signing this Memorandum of Understanding we confirm that we have discussed the procedures for assessment, documentation, validation and agree on how it is done.

5 VALIDITY OF THIS MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is valid until further notice.

6 EVALUATION AND REVIEW PROCESS

The work of the partnership will be evaluated and reviewed by: (dd/mm/yyyy), Person(s)/Organization(s)

7 SIGNATURES

With the signing of the MoU, the involved organisations confirm the accuracy of all statements made in this agreement and thereby accept all principles and articles expressed therein.

Organization/country	Organization/country
Name, role	Name, role
Place, date	Place, date
Signature and stamp	Signature and stamp

Organization/country	Organization/country
Name, role	Name, role
Place, date	Place, date
Signature and stamp	Signature and stamp

Organization/country
Name, role
Place, date
Signature and stamp

Organization/country
Name, role
Place, date
Signature and stamp

8 ANNEXES

Required und agreed documents, such as the EUROPASS Certificate Supplement(s) ⁴ and Competence Profile Certificate(s) ⁵ and information (learning outcomes and competences) should be included in the annex.

- 8.1. Learning modules, outcomes and competences
- 8.2. Units of learning outcomes

⁴ Annex if relevant

⁵ Annex if relevant

METVET PARTNERS

Joint Venture Networking















