



### 'File code' of the Memorandum of Understanding (optional)

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### 1. Objectives of the Memorandum of Understanding

The Memorandum of Understanding<sup>1</sup> (MoU) forms the framework for cooperation between the competent institutions. It aims to establish mutual trust between the partners. 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 credit.

Are other objectives  
agreed on? Please tick as  
appropriate

No

Yes – these are: please specify here

<sup>1</sup> For more information and guidance on the establishment of a MoU please refer to the ECVET User's Guide: 'Using ECVET for geographical mobility (2012) - Part II of the ECVET Users' Guide - Revised version – including key points for quality assurance' – available at: [http://www.ecvet-projects.eu/Documents/ECVET\\_Mobility\\_Web.pdf](http://www.ecvet-projects.eu/Documents/ECVET_Mobility_Web.pdf)

## 2. Organisations signing the Memorandum of Understanding

### Organisation 1

|                      |                                                                            |
|----------------------|----------------------------------------------------------------------------|
| Country              | Finland                                                                    |
| Name of organisation | KSAO – Kouvola Region Vocational College                                   |
| Address              | Utinkatu 44 – 48, 45201 Kouvola                                            |
| Telephone/fax        | +3582061511, +358206153388                                                 |
| E-mail               | firstname.lastname(at)ksao.fi                                              |
| Website              | www.ksao.fi                                                                |
| Contact person       | Name: Auli Haapajarvi<br>Position: Coordinator for International Relations |
| Telephone/fax        | Tel. + 358 (0)20 615 8809 / Fax.+ 358 (0)20 615 3388                       |
| E-mail               | auli.haapajarvi(at)ksao.fi                                                 |

### Organisation 2

|                      |                                                                              |
|----------------------|------------------------------------------------------------------------------|
| Country              | Germany                                                                      |
| Name of organisation | Adolf-Kolping-Berufskolleg                                                   |
| Address              | Ina-Seidel-Straße 11, 50169 Kerpen                                           |
| Telephone/fax        | + 49 (0) 2273 90910 / + 49 (0) 2273 909139                                   |
| E-mail               | info@akbk-horrem.de                                                          |
| Website              | www.akbk-horrem.de                                                           |
| Contact person       | Name:Stefan Homeyer<br>Position: Coordinator international relationships LdV |
| Telephone/fax        | + 49 (0) 2273 90914 / + 49 (0) 2273 909139                                   |
| E-mail               | stefan.homeyer@akbk-horrem.de                                                |

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### **3. Other organisations covered by this Memorandum of Understanding (if appropriate)**

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Explanatory note:

For MoUs established within a broader context (such as agreements set up by sector based organisations, chambers, regional or national authorities) a list of organisations (VET providers, companies, etc.) who are able to operate in the framework of the MoU can be added. This list can consist of their names or it can refer to the type of VET providers. The list can be included as an annex.

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None

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#### 4. The qualification(s) covered by this Memorandum of Understanding

| Qualification 1                                                                                       |                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Country                                                                                               | Finland                                                                                                                                                                                                                                                                                                                           |
| Title of qualification                                                                                | Vocational Qualification in Building Maintenance Technology<br>Vocational Qualification in Electrical Engineering                                                                                                                                                                                                                 |
| EQF level (if appropriate)                                                                            | Please fill in                                                                                                                                                                                                                                                                                                                    |
| NQF level (if appropriate)                                                                            | Suggestion for Parliament Level 4, not yet confirmed                                                                                                                                                                                                                                                                              |
| Unit(s) of learning outcomes for the mobility phases (refer to enclosure in the annex, if applicable) | He/She can autonomously assemble and dismantle components of building systems according to given assembly schedules regarding established norms and standards.<br>(Competence area 1 – competence development step 2)                                                                                                             |
| Enclosures in annex - please tick as appropriate                                                      | <input checked="" type="checkbox"/> Europass Certificate Supplement<br><input checked="" type="checkbox"/> The learning outcomes associated with the qualification<br><input checked="" type="checkbox"/> Description of the unit(s) of learning outcomes for the mobility<br><input type="checkbox"/> Other: please specify here |
| Qualification 2 (Not relevant in this example, because we have only one mobility action)              |                                                                                                                                                                                                                                                                                                                                   |
| Country                                                                                               |                                                                                                                                                                                                                                                                                                                                   |
| Title of qualification                                                                                |                                                                                                                                                                                                                                                                                                                                   |
| EQF level (if appropriate)                                                                            |                                                                                                                                                                                                                                                                                                                                   |
| NQF level (if appropriate)                                                                            |                                                                                                                                                                                                                                                                                                                                   |
| Unit(s) of learning outcomes for the mobility phases (refer to enclosure in the annex, if applicable) |                                                                                                                                                                                                                                                                                                                                   |
| Enclosures in annex - please tick as appropriate                                                      | <input type="checkbox"/> Europass Certificate Supplement<br><input type="checkbox"/> The learning outcomes associated with the qualification<br><input type="checkbox"/> Description of the unit(s) of learning outcomes for the mobility<br><input type="checkbox"/> Other: please specify here                                  |

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## **5. Assessment, documentation, validation and recognition**

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

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## **6. Validity of this Memorandum of Understanding**

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This Memorandum of Understanding is valid until: 30/11/2013

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## **7. Evaluation and review process**

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The work of the partnership will be evaluated and reviewed by: During the meeting in France in April 2014 from the EU-coordinators of both institutions

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## 8. Signatures

| Organisation / country            | Organisation / country     |
|-----------------------------------|----------------------------|
| Kouvola Region Vocational College | Adolf-Kolping-Berufskolleg |
| Name, role                        | Name, role                 |
| Timo Olli<br>Principal            | Willi Bartz<br>Principal   |
| Place, date                       | Place, date                |
| Kouvola 1.10.2013                 | Horrem, 1.10.2013          |

| Organisation / country (remove if not necessary) | Organisation / country (remove if not necessary) |
|--------------------------------------------------|--------------------------------------------------|
|                                                  |                                                  |
| Name, role                                       | Name, role                                       |
|                                                  |                                                  |
| Place, date                                      | Place, date                                      |
|                                                  |                                                  |

|                                                  |                                                  |
|--------------------------------------------------|--------------------------------------------------|
| Organisation / country (remove if not necessary) | Organisation / country (remove if not necessary) |
|                                                  |                                                  |
| Name, role                                       | Name, role                                       |
|                                                  |                                                  |
| Place, date                                      | Place, date                                      |
|                                                  |                                                  |

add more tables if necessary

## 9. Additional information

text here



## 10. Annexes

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We add:

1. Competence Matrix
2. Mapping of competence profile covered by this MoU and/or Certificate supplement
3. Curriculum their learning outcomes covered by the mobility action (Lernfelder)
4. Description of the units