



### '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:

<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	Lathi Region Vocational College
Address	Hallituskato 20, 54201Lathi
Telephone/fax	Tel.: +351234567 Fax: +356539876
E-mail	Firstname.lastname@finland.fi
Website	www.europa-finnland.fi
Contact person	Name: Onni Haapajärvi
	Position: Coordinator for International Relations
Telephone/fax	Tel.: +351234567 Fax: +356539876
E-mail	Onni.Haapajaervi@europa-finnland.fi

### Organisation 2

Country	Germany
Name of organisation	Europa Berufskolleg am Waldgrund in Neuss
Address	Am Gräbchen 25, 41460 Neuss
Telephone/fax	Tel.: +491234567 Fax.: +496539876
E-mail	info@berufskolleg.waldgrund.de
Website	www.berufskolleg.waldgrund.de
Contact person	Name: Michael Starnberg
	Position: Coordinator international relationships Erasmus+
Telephone/fax	Tel.: +491234567 Fax.: +496539876
E-mail	Michael.Starnberg@berufskolleg-waldgrund.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
EQF level (if appropriate)	4
NQF level (if appropriate)	4
Unit(s) of learning outcomes for the mobility phases (refer to enclosure in the annex, if applicable)	Unit 1: Assemble and dismantle components of building systems Unit 2: Operate , adjust parameters and check proper function of building systems
Enclosures in annex - please tick as appropriate	<input checked="" type="checkbox"/> Europass Certificate Supplement <input checked="" type="checkbox"/> The learning outcomes associated with the qualification <input checked="" type="checkbox"/> Description of the unit(s) of learning outcomes for the mobility <input type="checkbox"/> Other:
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 <input type="checkbox"/> The learning outcomes associated with the qualification <input type="checkbox"/> Description of the unit(s) of learning outcomes for the mobility <input type="checkbox"/> Other:

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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: 30/11/2015

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## 7. Evaluation and review process

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The work of the partnership will be evaluated and reviewed by: The work of the partnership will be evaluated and reviewed by: During the meeting in Belgium in October 2015 from the EU-coordinators of both institutions

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## 8. Signatures

Organisation / country	Organisation / country
Lathi Region Vocational College, Finland	Europa Berufskolleg am Waldgrund in Neuss
Name, role	Name, role
Mikael Halonen, principal	Walter Schenk, principal
Place, date	Place, date

add more tables if necessary

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## 9. Additional information

See annex

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## 10. Annexes

We add:

1. Competence Matrix IST-BSE for Building Service Engineering
2. Mapping of competence profile covered by this MoU and/or Certificate supplement
3. Description of the mobility units:

- I. Assemble and dismantle components of building systems,
- II. Operate, adjust parameters and check proper function of building systems

4. European Certificate Supplement

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