



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

(use where necessary)

1. Objectives of the Memorandum of Understanding

The Memorandum of Understanding¹ (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: (insert information)

¹ 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

2. Organisations signing the Memorandum of Understanding

Organisation 1

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

Organisation 2

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

Organisation 3 (use where necessary)

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

Organisation 4 (use where necessary)

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

Organisation 5 (use where necessary)	
Country	
Name of organisation	
Address	
Telephone/fax	
E-mail	
Website	
Contact person	Name:
	Position:
Telephone/fax	
E-mail	

Organisation 6 (use where necessary)	
Country	
Name of organisation	
Address	
Telephone/fax	
E-mail	
Website	
Contact person	Name:
	Position:
Telephone/fax	
E-mail	

where necessary, further tables can be annexed

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

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.

(insert information, where necessary)

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

Qualification 1	
Country	
Title of qualification	
EQF level (if appropriate)	LEVEL 1, 2, 3 VET STUDIES
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 checked="" 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: (please specify)
Qualification 2	
Country	
Title of qualification	
EQF level (if appropriate)	LEVEL 1, 2, 3 VET STUDIES
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 checked="" 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: (please specify)

Qualification 3 (use where necessary)	
Country	
Title of qualification	
EQF level (if appropriate)	LEVEL 1, 2, 3 VET STUDIES
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 checked="" 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: (please specify)
Qualification 4 (use where necessary)	
Country	
Title of qualification	
EQF level (if appropriate)	LEVEL 1, 2, 3 VET STUDIES
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 checked="" 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: (please specify)

Qualification 5 (use where necessary)	
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: (please specify)

Qualification 6 (use where necessary)	
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: (please specify)

where necessary, further tables can be annexed

5. Assessment, documentation, validation and recognition

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.

6. Validity of this Memorandum of Understanding

This Memorandum of Understanding is valid until: insert information

7. Evaluation and review process

The work of the partnership will be evaluated and reviewed by: (09/06/2020), Person(s)/Organisation(s)

8. Signatures

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

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

where necessary, further tables can be annexed

9. Additional information

10. Annexes