

EUROPASS MOBILITY

1. WHAT IS *EUROPASS MOBILITY*?

Europass Mobility is one of the five tools that compose the *European Skills Passport* (Europass). It is issued by education and training authorities.

Europass Mobility is a document to record knowledge, skills and competencies acquired in another country because of one or more the following situations:

- a work placement in an organization;
- an academic term abroad;
- a voluntary placement in an organization.

Any person, whatever their age or level of education, who moved to another country to learn or work can use this document to reflect his/her experience and to register which knowledge, skills and competencies he/she has developed.

2. WHO COMPLETES IT?

The *Europass Mobility* should be completed by two partner organizations involved in the mobility project – the sending organization from the country of origin, and the receiving organization from the host country. These organizations can be VET schools, general schools, companies, universities, youth networks, etc.

3. WHEN SHOULD IT BE COMPLETED?

The *Europass Mobility* should be completed after the person who has participated in the mobility has come back to his/her country of origin, to recognize the knowledge, skills and competencies developed.

4. WHERE TO GET IT?

Each European country as a National Europass Centre (the complete list is accessible here: <https://europass.cedefop.europa.eu/about/national-europass-centres>). The sending organization should contact its national centre and follow the instructions to get an account and to generate the

Europass Mobility. Once the document is completed with all the necessary information (personal data of the person participating in the mobility, incoming and sending organizations, knowledge, skills, competencies acquired...) this is sent to the receiving organization, who needs to sign and stamp it.

The final version is sent to the sending organization and to the participant in the mobility.

5. EXAMPLE OF A *EUROPASS MOBILITY*

Imagine you are a VET school and one of your learners in your cookery VET courses wants to spend 3 months in a VET school in Portugal for a learning period.

When the learner comes back he/she wants to have a document to show which new knowledge, skills and competencies he/she has gained during his/her period abroad and wants this document to be recognizable by anyone who reads it.

You will address your National Europass Centre and after registering as user, you will fill the document with the required information.

EUROPASS MOBILITY

Picture of the
holder

Holder of the document

1 SURNAME(S) *

Ugalde

2 FIRST NAME(S) *

Ekain

3 ADDRESS

C/Autonomía, 52. 2ºD, 48012,
Bilbao (Spain)

4 DATE OF BIRTH

09 09 1991

dd mm yyyy

5 NATIONALITY

Spanish

Issuing organisation

6 NAME OF THE ISSUING
ORGANISATION *

Goierri Eskola

7 EUROPASS MOBILITY
NUMBER*

16886556

8 ISSUING DATE*

01 07 2017

dd mm yyyy

Sending partner

9 NAME, TYPE¹ AND ADDRESS * ¹ if relevant faculty/department

Goierri Eskola
Vocational College
Area of cookery and bakery
Lehendakari Agirre Hiribidea, 2
48054 Ordizia (Gipuzkoa, Spain)

10 STAMP AND/OR SIGNATURE

11 SURNAME(S) AND FIRST NAME(S) of reference person/mentor

Laura Igarzabal

12 TELEPHONE

+34 946 848 954

13 TITLE/POSITION

Responsible for the Area of Cookery and
Bakery

14 E-MAIL

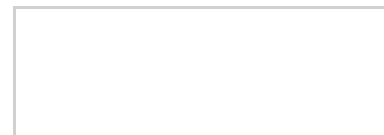
cookery@goierri.eus

Host partner

15 NAME, TYPE¹ AND ADDRESS* 1 if relevant faculty/department

EPRALIMA
VET School
Fonte Cova, Paço Vedro Magalhães
4980 - 548 Ponte da Barca

16 STAMP AND/OR SIGNATURE



17 SURNAME(S) AND FIRST NAME(S) OF REFERENCE PERSON/MENTOR

Céu Branco

18 TELEPHONE

+35 258 480 120

19 TITLE/POSITION

Responsible for mobility projects

20 E-MAIL

ceubranco@epralima.pt

Headings marked with an asterisk (*) are mandatory

Description of the Europass Mobility experience

21 OBJECTIVE OF THE EUROPASS MOBILITY EXPERIENCE *

To acquire and develop knowledge, skills and competence in using different raw materials – food – in cookery
To acquire and develop knowledge, skills and competence in preparing and preserving food
To acquire and develop knowledge, skills and competence in controlling food quality
To acquire work experience in an international context

22 INITIATIVE DURING WHICH THE EUROPASS MOBILITY EXPERIENCE IS COMPLETED, if applicable

Vocational Education, level 4 EQF, in hotel and management field

23 QUALIFICATION (CERTIFICATE, DIPLOMA OR DEGREE) TO WHICH THE EDUCATION OR TRAINING LEADS, if any

Technician in Cookery and Gastronomy

24 COMMUNITY OR MOBILITY PROGRAMME INVOLVED, if any

Erasmus+ KA102

DURATION OF THE EUROPASS MOBILITY EXPERIENCE

25 *FROM 01 03 2017
dd mm yyyy

26 *TO 31 05 2017
dd mm yyyy

Skills and competencies acquired

27A ACTIVITIES/TASKS CARRIED OUT *

- Prepare and preserve food
- Control food quality

28A JOB-RELATED SKILLS AND COMPETENCIES ACQUIRED

Skills

The Learner is able to:

- Identify types of food: animal and plant origin;

- Use different raw materials properly and diversely;
- Apply the main collection methods for the conservation, use and preparation of raw materials;
- Identify types of food: animal and plant origin;
- Use different raw materials, properly and diversely;
- Apply the main collection methods for the conservation, use and preparation of raw materials;
- Recognize influential quality factors and identify associated risks;
- Check and control the quality of food.

Competencies

- The holder prepares and preserves food, by:
 - applying collection, preparation and conservation methods to raw materials;
 - adequately using and diversifying different raw-materials;
 - respecting food safety and hygiene procedures;
 - respecting occupational safety and hygiene standards.
- The holder controls the quality of food by:
 - implementing quality control procedures;
 - respecting restaurant food safety and hygiene procedures;
 - respecting occupational safety and hygiene standards.

29A LANGUAGE SKILLS AND COMPETENCIES ACQUIRED (if not included under 'Job-related skills and competences')

- Communication with Portuguese teachers, colleagues, providers and within an international team of cooks
- Improvement of his English speaking skills
- Acquisition of new professional terminology in English and Portuguese

30A COMPUTER SKILLS AND COMPETENCIES ACQUIRED (if not included under 'Job-related skills and competences')

- Use of APPs for order processing and stock management

31A ORGANISATIONAL SKILLS AND COMPETENCIES ACQUIRED (if not included under 'Job-related skills and competences')

- Organizational skills
- Prioritization of tasks
- Time management
- Follow directions
- Registration of processes and results
- Problem solving

32A SOCIAL SKILLS AND COMPETENCIES ACQUIRED (if not included under 'Job-related skills and competences')

- Team work
- Verbal and nonverbal communication skills
- Sociability
- Flexibility

33A OTHER SKILLS AND COMPETENCIES ACQUIRED

- Intercultural skills and adaptation to a new cultural environment
- Resilience

34A DATE *

01 | 07 | 2017
dd mm yyyy

35A SIGNATURE OF THE REFERENCE PERSON/MENTOR

36A SIGNATURE OF THE HOLDER

Headings marked with an asterisk (*) are mandatory

Record of courses completed and individual grades / marks / credits obtained

27B STUDENT MATRICULATION NUMBER *

28B COURSE UNIT CODE ¹	29B TITLE OF THE COURSE UNIT*	30B COURSE DURATION ^{2*}	31B LOCAL GRADE ^{3*}	32B ECTS/ECVET GRADE ⁴	33B ECTS/ECVET CREDITS ⁵
8239	Food – Raw Material	50 hours	18		4.5 credits

Add or remove lines if required

34B ESSAY/REPORT/DISSERTATION

Not applicable

35B CERTIFICATE/DIPLOMA/DEGREE AWARDED IF ANY

Unit of Learning Outcome: Food – Raw Material

36B SURNAME(S) AND FIRST NAME(S) of mentor/administration officer

Céu Branco

37B SIGNATURE OF THE HOLDER

38B DATE OF VALIDATION *

31 05 2017
dd mm yyyy

39B NAME, ADDRESS AND STATUS OF THE INSTITUTION *

EPRALIMA
VET School
Fonte Cova, Paço Vedro Magalhães
4980 - 548 Ponte da Barca

40B STAMP OR SEAL

Headings marked with an asterisk (*) are mandatory

¹. COURSE UNIT CODE: Refer to the ECTS information Package provided on the website of the host institution

². DURATION OF COURSE UNIT: Y = 1 full academic year | 1S = 1 semester | 2S = 2 semesters | 1T = 1 term/trimester | 2T = 2 terms/trimesters

³. DESCRIPTION OF THE INSTITUTIONAL GRADING SYSTEM

In Portugal the grading system goes from 1 (very poor) to 20 (outstanding). 18 means "very good"

⁴. ECTS CREDITS: 1 full academic year = 60 credits | 1 semester = 30 credits | 1 term/trimester = 20 credits

The course had a duration of 200 hours during the trimester. The equivalence and recognition of ECVET credits depends on the sending organization.



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WEBSITE REFERENCES

<https://europass.cedefop.europa.eu/documents/european-skills-passport/europass-mobility>

ANNEX I – TECHNICAL SHEET

1- This tool aims to provide:

- a. a comprehensive understanding of a *Europass Mobility*;
- b. points to consider in the fulfilment of a *Europass Mobility*;
- c. an exemplification on how to fulfil a *Europass Mobility*.

2- This tool is intended to be used in determining the following via the template:

- a. aims of the *Europass Mobility*;
- b. data of the holder (learner) and the sending and receiving organizations;
- c. description of the *Europass Mobility* experience;
- d. skills and competencies acquired by the holder (learner).

3- Within the *EURspace Pedagogical Kit*, this tool is intended for the use of schools, public bodies and other private enterprises who participate in European mobility projects.

4- Within the *EURspace Pedagogical Kit*, this tool is intended to be applied in the context of ECVET implementation, specifically, to validate, recognize and register the learning outcomes acquired by VET learners in a variety of learning contexts, such as, when learners participate in European mobility projects.

5- Phase and Stage of the Pedagogical Circuit in which the tool should be used:

Phase 3: After Mobility

Stage 8: Registering Learning Outcomes