



Memorandum of Understanding



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

E:\Memorandum of Understanding_template.docx

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:

- 1) Number of students provided by partners:
 - a. Each partner is committed to provide 9 students or more for the courses abroad each year.
- 2) Plan two courses per partner with all relevant course material in accordance with agreed standards and deadlines.

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



- 3) For each round of courses, the topics and periods will be decided before the curricula for each new school year have been finalised (March). Decision to run a course is made based on the number of student applications for each course (max. number).
- 4) Responsibilities of sending organization
 - a. commitment to agreed deadlines for planning and running of courses
 - i. promote courses, inform students and run a student application procedure before agreed deadlines.
 - ii. provide receiving institution with detailed information about students (e.g. number, age, gender etc.)
 - iii. send relevant information to enrolled students (e.g. clothes, addresses, contact info etc.)
 - b. Assist students in the planning of transport from home country to host and their return.
 - c. Make sure that students are sufficiently insured (through IPS or equivalent insurance covering internship work/practical (farm- or lab-)work etc. during stay abroad). See attachment per partner in 8. Additional Information.
 - d. Provide the enrolled students and host organization with valid contact information for a contact person on standby at the host and sending organisation.
 - e. Prepare students properly regarding:
 - i. basic knowledge about receiving organization and working language;
 - ii. information about rules and regulations concerning subsidies, insurance and visa rules if necessary;
 - iii. student behaviour and attitude respecting local habits and cultural/social values of the host country;
 - iv. good learner's attitude and active engagement in all activities provided, including group work and excursions;
 - v. how to deal with practical problems abroad; e.g. accidents, personal problems etc. (“(self) rescue plan”);
 - vi. information about possible consequences of inappropriate behaviour during the stay abroad: student being sent home at own cost and withdrawal of subsidy.
- 5) Responsibility of receiving organization
 - a. commitment to agreed deadlines for planning and running of courses
 - i. provide the course starting on agreed starting date;
 - ii. deliver assignment results and other formal requirements related to the ECVET procedure and other agreed procedures.
 - b. Assist students regarding local transport to and from the school;
 - c. Throughout the course period:
 - i. Take full responsibility for activities and for the enrolled students, i.e. the receiving organization has the right to make all final decisions regarding students activities, both planned and spontaneously planned.
 - ii. Provide full accommodation, including subsistence.

- iii. Provide all transport required for scheduled activities.
- iv. Follow up on individual student's well-being and learning outcomes.
- d. Conduct all scheduled course activities, free-time activities, etc., including assessment of learning outcomes etc. as agreed among partners.

2. Organisations signing the Memorandum of Understanding

Organisation 1

Country	The Netherlands
Name of organisation	Lentiz onderwijsgroep
Address	Schiedamsdijk 114
Telephone/fax	0031612135259
E-mail	ACremers@lentiz.nl and GWright@lentiz.nl
Website	www.lentiz.nl
Contact person	Name: Arnoud Cremers and Gail Wright Position: Advisor internationalisation, projectmanager
Telephone/fax	0031612135259 and 0031623771753
E-mail	ACremers@lentiz.nl and GWright@lentiz.nl

Organisation 2

Country	Sweden
Name of organisation	Norrbottnens Läns Landsting
Address	Box 598, 943 28 Öjebyn
Telephone/fax	0046- 911 233 100 /0046- 911 233 101
E-mail	mimmi.andersson@edu.nll.se





Website	www.grans.naturbruksgymn.se
Contact person	Name: Mimmi Andersson and Sofia Engström
	Position: Principal, Teacher and project administrator
Telephone/fax	+46 911 233 100, 0046 70 663 30 72
E-mail	mimmi.andersson@edu.nll.se , sofia.angstrom@edu.nll.se

Organisation 3

Country	Finland
Name of organisation	Kainuun ammattiopiston
Address	Opintie 3
Telephone/fax	+358 861651
E-mail	firstname.lastname@kao.fi
Website	www.kao.fi
Contact person	Name: Risto Virkkunen
	Position: Manager of International Affairs
Telephone/fax	+358 44 5948 580
E-mail	risto.virkkunen@kao.fi

Organisation 4

Country	Wales
Name of organisation	NPTC Group of Colleges
Address	Llanidloes Road, Newtown, Powys SY16 4HX
Telephone/fax	01686 614572





E-mail	Martin.watkin@nptcgroup.ac.uk
Website	www.nptcgroup.ac.uk
Contact person	Name Martin Watkin
	Position: Deputy Head of School (Catering, Hospitality and Agriculture)
Telephone/fax	01686 614572
E-mail	Martin.watkin@nptcgroup.ac.uk

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

Qualification 1

Country	The Netherlands
Title of qualification	Diervorzorger Recreatiedieren (cohort 2014 and cohort 2015)
EQF level (if appropriate)	EQF 4
NQF level (if appropriate)	NQF 3
Unit(s) of learning outcomes for the mobility phases (refer to enclosure in the annex, if applicable)	<p>Unit 1: Reptile Husbandry in The Netherlands</p> <p>Unit 2: Sledge Dogs in Sweden</p> <p>Unit 3: Dairy Cows in Finland</p> <p>Unit 4: Sheep husbandry in Wales</p> <p>Unit 5: First Aid for (small) animals in The Netherlands</p> <p>Unit 6: Nordic Animals in Sweden</p> <p>Unit 7: Dogs in Finland</p> <p>Unit 8: Beef Cattle in Wales</p>



<p>Enclosures in annex - please tick as appropriate</p>	<p><input type="checkbox"/> Europass Certificate Supplement</p> <p><input checked="" type="checkbox"/> The learning outcomes associated with the qualification</p> <p><input checked="" type="checkbox"/> Description of the unit(s) of learning outcomes for the mobility</p> <p><input type="checkbox"/> Other: please specify here</p>
<p>Qualification 2</p>	
<p>Country</p>	<p>The Netherlands</p>
<p>Title of qualification</p>	<p>Bedrijfsleider Dierenverzorging / Ondernemer/ Manager Recreatiedieren (cohort 2014 and 2015)</p>
<p>EQF level (if appropriate)</p>	<p>EQF 4</p>
<p>NQF level (if appropriate)</p>	<p>NQF 4</p>
<p>Unit(s) of learning outcomes for the mobility phases (refer to enclosure in the annex, if applicable)</p>	<p>Unit 1: Reptile Husbandry in The Netherlands</p> <p>Unit 2: Sledge Dogs in Sweden</p> <p>Unit 3: Dairy Cows in Finland</p> <p>Unit 4: Sheep husbandry in Wales</p> <p>Unit 5: First Aid for (small) animals in The Netherlands</p> <p>Unit 6: Nordic Animals in Sweden</p> <p>Unit 7: Dogs in Finland</p> <p>Unit 8: Beef Cattle in Wales</p>
<p>Enclosures in annex - please tick as appropriate</p>	<p><input type="checkbox"/> Europass Certificate Supplement</p> <p><input checked="" type="checkbox"/> The learning outcomes associated with the qualification</p> <p><input checked="" type="checkbox"/> Description of the unit(s) of learning outcomes for the mobility</p> <p><input type="checkbox"/> Other: please specify here</p>

Qualification 3	
Country	The Netherlands
Title of qualification	Dierenartsassistent Paraveterinaire
EQF level (if appropriate)	EQF 4
NQF level (if appropriate)	NQF 4
Unit(s) of learning outcomes for the mobility phases (refer to enclosure in the annex, if applicable)	Unit 1: Reptile Husbandry in The Netherlands Unit 2: Sledge Dogs in Sweden Unit 3: Dairy Cows in Finland Unit 4: Sheep husbandry in Wales Unit 5: First Aid for (small) animals in The Netherlands Unit 6: Nordic Animals in Sweden Unit 7: Dogs in Finland Unit 8: Beef Cattle in Wales
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 checked="" type="checkbox"/> Description of the unit(s) of learning outcomes for the mobility <input type="checkbox"/> Other: please specify here
Qualification 4	
Country	The Netherlands
Title of qualification	Vakbekwaammedewerker dierverzorging
EQF level (if appropriate)	EQF 4
NQF level (if appropriate)	NQF 3



<p>Unit(s) of learning outcomes for the mobility phases (refer to enclosure in the annex, if applicable)</p>	<p>Unit 1: Reptile Husbandry in The Netherlands Unit 2: Sledge Dogs in Sweden Unit 3: Dairy Cows in Finland Unit 4: Sheep husbandry in Wales Unit 5: First Aid for (small) animals in The Netherlands Unit 6: Nordic Animals in Sweden Unit 7: Dogs in Finland Unit 8: Beef Cattle in Wales</p>
<p>Enclosures in annex - please tick as appropriate</p>	<p><input 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: please specify here</p>
<p>Qualification 5</p>	
<p>Country</p>	<p>Finland</p>
<p>Title of qualification</p>	<p>Vocational Qualification in Agriculture</p>
<p>EQF level (if appropriate)</p>	<p>4</p>
<p>NQF level (if appropriate)</p>	<p>4</p>
<p>Unit(s) of learning outcomes for the mobility phases (refer to enclosure in the annex, if applicable)</p>	<p>Unit 1: Reptile Husbandry in The Netherlands Unit 2: Sledge Dogs in Sweden Unit 3: Dairy Cows in Finland Unit 4: Sheep husbandry in Wales Unit 5: First Aid for (small) animals in The Netherlands Unit 6: Nordic Animals in Sweden Unit 7: Dogs in Finland Unit 8: Beef Cattle in Wales</p>



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 checked="" type="checkbox"/> Description of the unit(s) of learning outcomes for the mobility <input type="checkbox"/> Other: please specify here
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Qualification 6

Country	Sweden
Title of qualification	Naturbruksprogrammet
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: Reptile Husbandry in The Netherlands
- Unit 2: Sledge Dogs in Sweden
- Unit 3: Dairy Cows in Finland
- Unit 4: Sheep husbandry in Wales
- Unit 5: First Aid for (small) animals in The Netherlands
- Unit 6: Nordic Animals in Sweden
- Unit 7: Dogs in Finland
- Unit 8: Beef Cattle in Wales

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 checked="" type="checkbox"/> Description of the unit(s) of learning outcomes for the mobility <input type="checkbox"/> Other: please specify here
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Qualification 7

Country	Wales
Title of qualification	Vocational Qualification in Agriculture



EQF level (if appropriate)	4
NQF level (if appropriate)	3
Unit(s) of learning outcomes for the mobility phases (refer to enclosure in the annex, if applicable)	<p>Unit 1: Reptile Husbandry in the Netherlands</p> <p>Unit 2: Sledge Dogs in Sweden</p> <p>Unit 3: Dairy Cows in Finland</p> <p>Unit 4: Sheep husbandry in Wales</p> <p>Unit 5: First Aid for (small) animals in The Netherlands</p> <p>Unit 6: Nordic Animals in Sweden</p> <p>Unit 7: Dogs in Finland</p> <p>Unit 8: Beef Cattle in Wales</p>
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 checked="" type="checkbox"/> Description of the unit(s) of learning outcomes for the mobility <input type="checkbox"/> Other: please specify here
Qualification 8	
Country	text here
Title of qualification	text here
EQF level (if appropriate)	text here
NQF level (if appropriate)	text here
Unit(s) of learning outcomes for the mobility phases (refer to enclosure in the annex, if applicable)	text here





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 here
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Qualification 9

Country	text here
Title of qualification	text here
EQF level (if appropriate)	text here
NQF level (if appropriate)	text here
Unit(s) of learning outcomes for the mobility phases (refer to enclosure in the annex, if applicable)	text here
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 here

Qualification 10

Country	text here
Title of qualification	text here
EQF level (if appropriate)	text here
NQF level (if appropriate)	text here





Unit(s) of learning outcomes for the mobility phases (refer to enclosure in the annex, if applicable)	text here
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 here

4. 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.

5. Validity of this Memorandum of Understanding

This Memorandum of Understanding is valid until: 01-09-2017 (extended date)

6. Evaluation and review process

The work of the partnership will be evaluated and reviewed by: the end of the last meeting by the Ahene network



7. Signatures

Organisation / country	Organisation / country
The Netherlands	Sweden
Adri Reijm, Principle	Mimmi Andersson, Principal
Maasland, 8 th February 2016	Öjebyn, 8 th February 2016
Organisation / country	Organisation / country
Finland	NPTC Group of Colleges/Wales
Raimo Sivonen, Principal	Keith Booker, Deputy Chief Executive Officer/Principal
Kajaani, 8 th February 2016	Newtown, 8 th February 2016



8. Additional information

9. Annexes

