

Name and Head Office of the School Awarding the Certificate:

CERTIFICATE SUPPLEMENT

VOCATIONAL MATURA

(Surname and first name)

(Date and place of birth)

Certificate No.:

Signature of the competent person:

Place and date of issue:

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1. TITLE OF THE CERTIFICATE AND OF THE EDUCATION PROGRAMME (SL) ⁽¹⁾

Spričevalo o poklicni maturi po izobraževalnem programu:

KOZMETIČNI TEHNIK

(ID: 946617)

⁽¹⁾ In native language.

2. TRANSLATED TITLE OF THE CERTIFICATE AND OF THE EDUCATION PROGRAMME (EN) ⁽¹⁾

School-leaving certificate:

BEAUTY THERAPIST

(ID: 946617)

⁽¹⁾ This translation has no legal status.

3. ACQUIRED KNOWLEDGE, SKILLS AND PROFESSIONAL COMPETENCES

The holder of the certificate is qualified to:

- prepare the client, work premises, cosmetic apparatuses and products for skin and body care, manicure, pedicure, make-up and traditional hand massage and provide for professional performance of these services;
- advise to resolve aesthetic and cosmetic problems, select, properly use and store cosmetic products;
- determine the stability of cosmetic products and be familiar with basic control procedures for cosmetic products, cosmetic product legislation, health, safety and environment protection regulations;
- make basic technology forms and be familiar with complex and contemporary cosmetic products for face and body care, manicure, pedicure, make up and massage;
- select appropriate apparatuses for cosmetic care, their proper use and maintenance;
- perform protective measures to enable safe work in the cosmetic field;
- actively care for one's own health, the client's health and conduct activities leading to the promotion of healthy lifestyle in all life stages;
- have positive attitude towards measures for reducing pollution and promote environment protection as well towards measures for rational use of energy and materials;
- cooperate in a group, communicate in writing and orally with work colleagues, experts, and clients by using basic technical terminology;
- employ contemporary IT, work with resources, data and materials;
- understand the role of entrepreneurship, get to know entrepreneurial processes, financial management and business plans;

Optional:

- advise the customers when selecting and using make up products and utensils, provide individual, dedicated and special make up services and body and face paint;
- advise the customers in the selection and use of manicure products and utensils, perform basic and special cosmetic care of hands and nails, polish, paint and model nails as well as protect skin and nails following cosmetic care;
- advise the customers on foot care and the use of pedicure products and utensils, carry out pedicure in the light of the client's needs by taking into consideration hygiene standards;
- advise the clients in the selection of massage techniques, massage utensils and products to perform massage by using different body massage techniques.

In addition, the holder of the certificate also upgraded his/her key professional skills and competences with key general knowledge and skills in line with national standards.

4. RANGE OF OCCUPATIONS ACCESSIBLE TO HOLDER OF THE CERTIFICATE

The holder of the certificate can find employment at:

- beauty salons;
- massage, manicure and pedicure salons;
- wellness and spa centres;
- toiletry shops and perfume shops as an advisor;
- theatres, TV stations as a make-up artist and masker;
- representative offices for cosmetic products, utensils and apparatuses.

⁽¹⁾ Explanatory note

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information available at: <http://europass.cedefop.eu.int>

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5. OFFICIAL BASIS OF THE CERTIFICATE

<p>Name and status of the body awarding the certificate</p> <p>The institution is accredited with the Ministry of Education, Science, Culture and Sports.</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p>Ministry of Education, Science, Culture and Sports Masarykova 16 SI-1000 Ljubljana http://www.mss.gov.si/</p>
<p>Level of the certificate (national or international)</p> <p>Technical secondary education European classification ISCED 3 National classification ¹ KLASIUS-SRV: 15001 KLAIUS-P: 8153</p>	<p>Grading scale</p> <p>5 – excellent 4 – very good 3 – good 2 – sufficient</p>
<p>Access to next level of education/training</p> <p>Education programme completed with a vocational matura exam enables entrance to study programmes in both higher and high specialist education. Upon an additional requirement in passing one of the general matura exams, as well as entrance to relevant university study programmes that enable this possibility.</p>	<p>International agreements</p> <p>The Republic of Slovenia has concluded agreements on the recognition of education with individual countries. The relevant information is available at ENIC/NARIC - the National Academic Recognition Information Centre.</p>
<p>Legal basis</p> <p>Organisation and Financing of Education Act (Uradni list RS, no. 16/07 and 36/08) Vocational and Technical Education Act (Uradni list RS, no. 79/06)</p>	
<p>6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE</p>	
<p>Time of the education</p>	<p>4 years</p>
<p>Number of credits²</p>	<p>240 credits</p>
<p>General education</p> <p>Professional education</p> <p>Practical education at the employer</p> <p>Extracurricular activities</p> <p>Open curriculum³</p> <p>Vocational matura</p>	<p>100 credits</p> <p>82 credits</p> <p>12 credits</p> <p>14 credits</p> <p>28 credits</p> <p>4 credits</p>
<p>Entry requirements</p> <p>The programme can be attended by anyone who has completed the programme of primary education or lower vocational education or equivalent education in line with previous regulations.</p>	
<p>Additional information</p> <ul style="list-style-type: none"> - Ministry of Education, Science, Culture and Sports (http://www.mss.gov.si/): Education programme and description of education and schooling in Slovenia - National Reference Point for Vocational Qualifications - NRP (http://www.nrpslo.org) - National Europass Centre (www.europass.si) 	

¹Classification system in education and training – KLASIUS (Official Journal of the Republic of Slovenia, No. 46/06) comprises two sub-systems: Classification of activity types/education and training results (KLASIUS-SRV) and Classification of activity areas/education and training results (KLASIUS-P).

² One credit equals 25 hours of candidate's work.

³ Goals of the open curriculum are defined by schools in cooperation with companies on a local/regional level.

7. A DETAILED DESCRIPTION OF EDUCATION

GENERAL EDUCATION:

1. Slovene (24 credits)
2. Mathematics (19 credits)
3. Foreign language (20 credits)
4. Art (3 credits)
5. History (5 credits)
6. Geography (3 credits)
7. Psychology or sociology (3 credits)
8. Physics (3 credits)
9. Chemistry (3 credits)
10. Biology (3 credits)
11. Physical education (14 credits)

PROFESSIONAL EDUCATION:

Mandatory Models in Specialist Education (77 credits)

1. Somatology (9 credits)
2. Skin and skin diseases (6 credits)
3. Health protection (8 credits)
4. General cosmetology (9 credits)
5. Cosmetic products (10 credits)
6. Cosmetic facial care (15 credits)
7. Cosmetic body care (12 credits)
8. Entrepreneurship (8 credits)

Optional Models in Specialist Education (5 credits)

9. Make up (5 credits)
10. Manicure (5 credits)
11. Pedicure (5 credits)
12. Massage (5 credits)

OPEN CURRICULUM (28 credits):

The open curriculum is determined by the school in cooperation with companies on the local level.

PRACTICAL EDUCATION:

1. Practical training in school
2. Practical training through work placement

EXTRACURRICULAR ACTIVITIES (14 credits):

Extracurricular activities involve compulsory activities, programme-related content and electives.

VOCATIONAL MATURA:

Mandatory part:

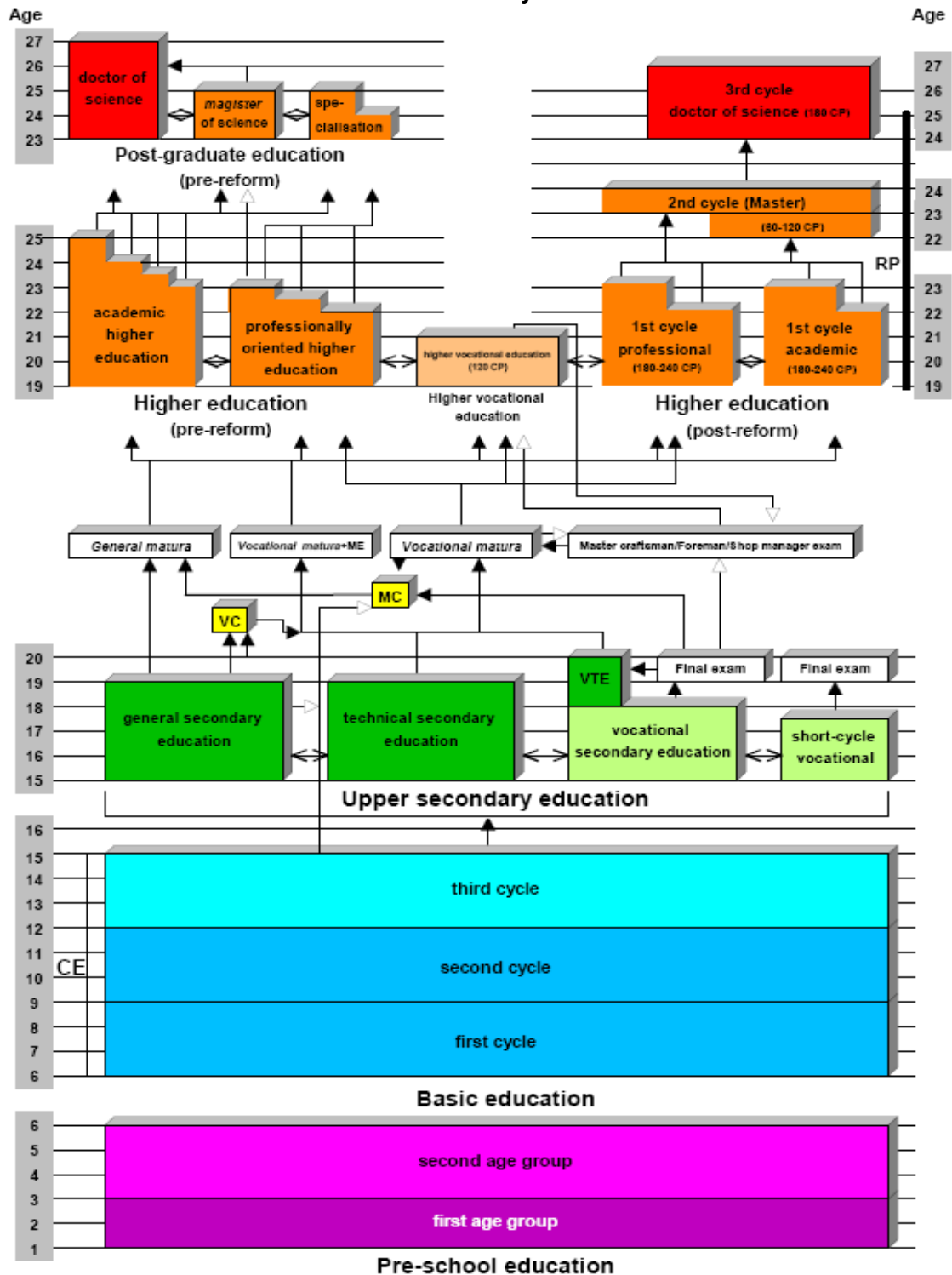
- written and oral exam of Slovenian language
- written and oral exam in Cosmetics.

Optional part:

- written and oral exam in a Foreign language or Mathematics
- presenting and defending a service (4 credits):

OTHER NOTES:

The Structure for the Education System in Slovenia 2011/12



Legend: CE - compulsory education RP - study programmes according to EU directives (regulated professions) CP - credit points
 ← general access ◁ access under certain conditions VTE - vocational-technical education VC - vocational course
 ↔ transfer MC - matura course ME - additional exam in one matura subject