

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:

.....

## 1. TITLE OF THE CERTIFICATE AND OF THE EDUCATION PROGRAMME (SL) <sup>(1)</sup>

**Spričevalo o poklicni maturi po izobraževalnem programu:**

**ARANŽERSKI TEHNIK**

(ID: 295442)

<sup>(1)</sup> In native language.

## 2. TRANSLATED TITLE OF THE CERTIFICATE AND OF THE EDUCATION PROGRAMME (EN) <sup>(1)</sup>

**School-leaving certificate:**

**WINDOW DISPLAY TECHNICIAN**

(ID: 295442)

<sup>(1)</sup> This translation has no legal status.

## 3. ACQUIRED KNOWLEDGE, SKILLS AND PROFESSIONAL COMPETENCES

The holder of the certificate is qualified to:

- understand and develop entrepreneurial thinking from idea to implementation;
- comprehend purchase behaviour of consumers and market strategies, and devise marketing mix;
- plan and organise spatial placement and work procedures, arrange and archive business documentation;
- perform high-quality and professional work in business environment in line with regulations, approved commercial usage and standards;
- participate in sales promotion, personal selling, public relations and advertising activities;
- use appropriate fine art means of expression, styles and technology in visual communication;
- use contemporary IT and software tools;
- dress a window and decorate market space, design a project folder and make presentations to clients;

Optional:

- select and employ a wide range of market communication tools;
- connect market communications with global marketing;
- plan real estate management and occasions; make and place decorations in a selected space;
- dress a window and decorate in accordance with visual communication principles;
- plan and design sales promotion measures;
- carry out product positioning in a shop;
- plan and conduct advertising tasks and elaborate marketing material;
- prepare multimedia tools in market communications and cooperate in market communication activities.

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:

companies pursuing manufacturing, trade activities and providing services (studios, florist's shops, design studios involved in media advertising, design and promotion services...).

### <sup>(1)</sup> 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	
<b>Name and status of the body awarding the certificate</b>  The institution is accredited with the Ministry of Education, Science, Culture and Sports.	<b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b>  Ministry of Education, Science, Culture and Sports Masarykova 16 SI-1000 Ljubljana <a href="http://www.mss.gov.si/">http://www.mss.gov.si/</a>
<b>Level of the certificate (national or international)</b>  Technical secondary education European classification ISCED 3 National classification <sup>1</sup> KLASIUS-SRV: 15001 KLAIUS-P: 2142	<b>Grading scale</b>  5 – excellent 4 – very good 3 – good 2 – sufficient
<b>Access to next level of education/training</b>  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.	<b>International agreements</b>  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.
<b>Legal basis</b>  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)	
6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE	
Time of the education	4 years
Number of credits <sup>2</sup>	240 credits
General education	114 credits
Professional education	73 credits
Practical education at the employer	6 credits
Extracurricular activities	14 credits
Open curriculum <sup>3</sup>	29 credits
Vocational matura	4 credits
<b>Entry requirements</b> 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.	
<b>Additional information</b> <ul style="list-style-type: none"> <li>- <a href="http://www.mss.gov.si/">Ministry of Education, Science, Culture and Sports (http://www.mss.gov.si/)</a>: Education programme and description of education and schooling in Slovenia</li> <li>- <a href="http://www.nrpslo.org">National Reference Point for Vocational Qualifications - NRP (http://www.nrpslo.org)</a></li> <li>- <a href="http://www.europass.si">National Europass Centre (www.europass.si)</a></li> </ul>	

<sup>1</sup> Classification 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).

<sup>2</sup> One credit equals 25 hours of candidate's work.

<sup>3</sup> 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 I (20 credits)
4. Foreign language II (10 credits)
5. Art (3 credits)
6. History (5 credits)
7. Geography (3 credits)
8. Sociology (3 credits)
9. Psychology (3 credits)
10. Chemistry (5 credits)
11. Biology (5 credits)
12. Physical education (14 credits)

### PROFESSIONAL EDUCATION:

#### Mandatory Models in Specialist Education (54 credits)

1. Company in a market (18 credits)
2. Visual communication (18 credits)
3. Window dressing (18 credits)

#### Optional Models in Specialist Education (19 credits)

1. Market communications (12 credits)
2. Decoration (12 credits)
3. Sales promotion (7 credits)
4. Multimedia advertising (7 credits)

### OPEN CURRICULUM (29 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:

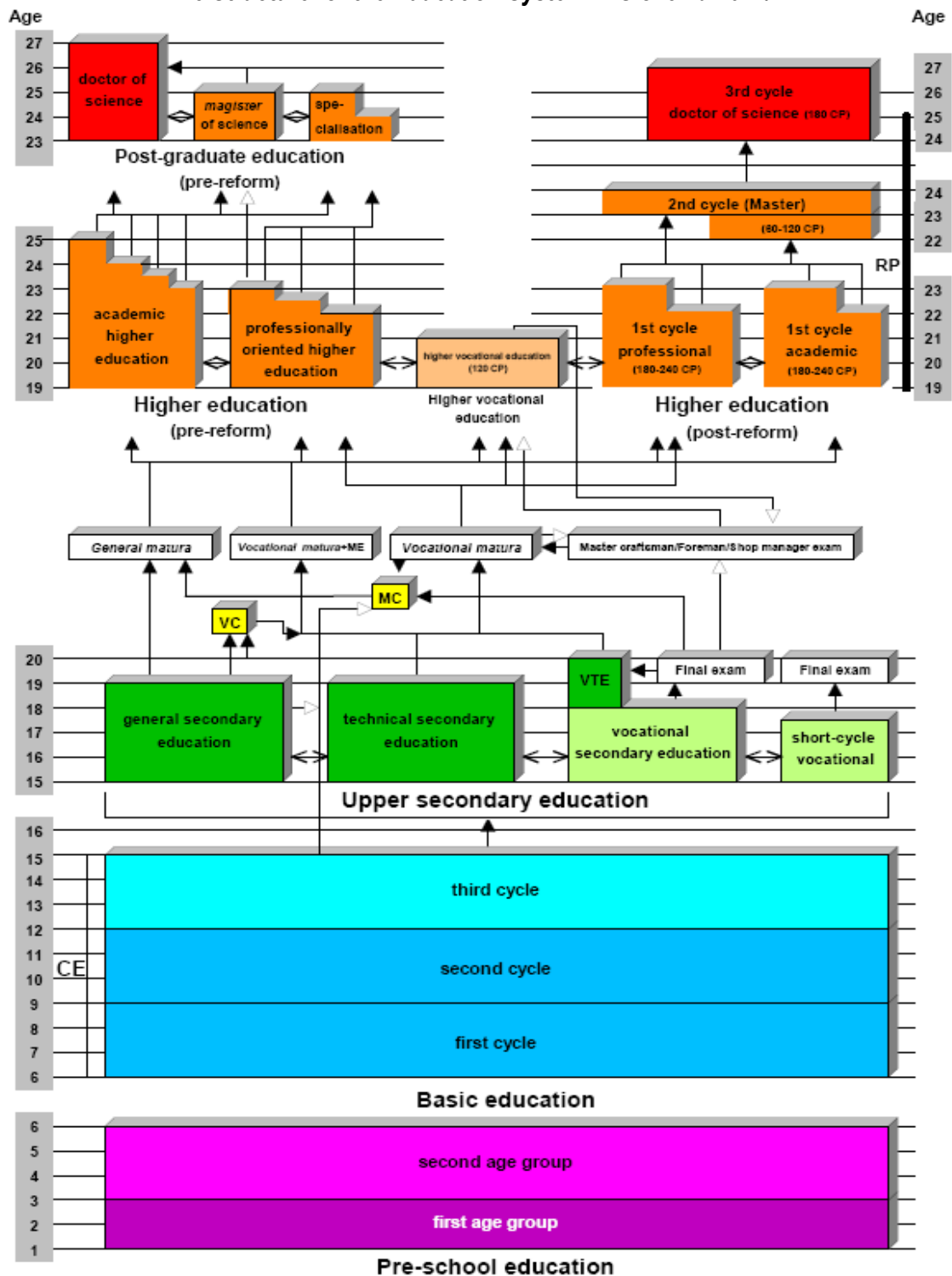
- written and oral exam of Slovenian language
- written and oral exam in Window dressing design.

Optional part:

- written and oral exam in a Foreign language or Mathematics
- presenting and defending a project or 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