**Learning Agreement**

|  |  |
| --- | --- |
| 1. **Information about the participants** | |
| Contact details of the home organisation | |
| Name of organisation | Iceland School of Tourism |
| Address | Digranesvegur 51, 200 Kopavogur, Iceland |
| Telephone/fax | +354 594 4000 |
| E-mail | mk@mk.is |
| Website | www.mk.is |
| Contact person | Ásdís Ó. Vatnsdal |
| Telephone/fax | +354 594 4020 |
| E-mail | Asdis.Vatnsdal@mk.is |
| Contact details of the host organisation | |
| Name of organisation | Višja strokovna šola za gostinstvo, velnes in turizem Bled  (Bled Vocational College) |
| Address | Prešernova 32, 4260 Bled, Slovenia |
| Telephone/fax | +386 4 575 3417 |
| E-mail | [mojca.jost@vgs-bled.si](mailto:mojca.jost@vgs-bled.si) |
| Website | wwww.vgs-bled.si |
| Contact person | Ms Mojca Jošt |
| Tutor/mentor | Mateja Seničak |
| Telephone/fax | +386 4 579 44 14 |
| E-mail | [mateja.senicak@vgs-bled.si](mailto:mateja.senicak@vgs-bled.si) |
| Contact details of the learner | |
| Name | Lilja Ösp Kristinsdóttir |
| Address | Heiðmörk 2A, 200 Selfoss, Iceland |
| Telephone/fax | +354 666 3868 |
| E-mail | lilja\_omgs@hotmail.com |
| Date of birth | 20/05/1992 |

|  |  |
| --- | --- |
| 1. **Duration of the learning period abroad** | |
| Start date of the training abroad | 31/10/2018 |
| End date of the training abroad | 21/11/2018 |
| Length of time abroad | 3 weeks |

|  |  |
| --- | --- |
| 1. **The qualification being taken by the learner - including information on the learner’s progress (knowledge, skills and competence already acquired)** | |
| Title of the qualification being taken by the learner (please also provide the title in the language of the partnership, if appropriate) | Diploma in Practical Tourism |
| EQF level (if appropriate) | 5 |
| NQF level (if appropriate) | 4 |
| Information on the learner‘s progress in relation to the learning pathway (Information to indicate acquired knowledge, skills, competence could be included in an annex ) | The student has completed all theoretical subjects for the Tourism Diploma awarded by the Iceland School of Tourism and graduated from the school last May. What remains is the optional job training period of 12 weeks, which may be taken prior to graduation or up to one year after graduation. |
| Enclosures in annex - please tick as appropriate | ☐ Europass Certificate Supplement  ✓ Europass CV  ✓ Europass Mobility  ☐ Europass Language Passport  ☐ European Skills Passport  ✓ (Unit[s] of) learning outcomes already acquired by the learner  ☐ Other: please specify |

|  |  |
| --- | --- |
| 1. **Description of the learning outcomes to be achieved during mobility** | |
| Title of unit(s)/groups of learning outcomes/parts of units to be acquired | STAR4SF20 Workplace Training. A course component yielding 20 credits (which are equivalent to ECVET points) for a period of 12 weeks of full-time work.3 |
| Number of ECVET points to be acquired while abroad | 5 |
| Learning outcomes to be achieved | * Dealing with a range of tasks within the field of tourism * Analysing strengths and weaknesses and solving diverse problems * Showing initiative * Working independently * Maintaining quality standards for safe tourism |
| Description of the learning activities (e.g. information on location(s) of learning, tasks to be completed and/or courses to be attended) | Reception (checking and checkout, general reception work, dealing with customers, telephone and email communication, booking system)  Restaurant & bar service |
| Enclosures in annex - please tick as appropriate | ✓ Description of unit(s)/groups of learning outcomes which are the focus of the mobility as listed above in this section  ☐ Description of the learning activities  ☐ Individual’s development plan when abroad  ☐ Other: please specify |

|  |  |
| --- | --- |
| 1. **Assessment and documentation** | |
| Person(s) responsible for assessing the learner’s performance | Name: Ásdís Óskarsdóttir Vatnsdal |
| Organisation, role: Director, Iceland School of Tourism |
| Assessment of learning outcomes | Date of assessment: 01/12/2018 |
| Method: Interview and submission of an oral and written report. Also a special assessment form completed by the workplace mentor and self-assessment form completed by the student. |
| How and when will the assessment be recorded? | The assessment will be recorded in the official Icelandic student record system INNA and added to the student’s diploma certificate. |
| Please include | ☐ Detailed information about the assessment procedure (e.g. methods, criteria, assessment grid)  ✓ Template for documenting the acquired learning outcomes (such as the learner’s transcript of record or Europass Mobility)  ☐ Individual’s development plan when abroad  ☐ Other: Please specify |

|  |  |
| --- | --- |
| 1. **Validation and recognition** | |
| Person (s) responsible for validating the learning outcomes achieved abroad | Name: Mateja Seničak |
| Organisation, role: Head of hospitality and practical education |
| How will the validation process be carried out? | By observing the student at work and filling out a special assessment form supplied by the sending school. |
| Recording of validated achievements | Date: 20/11/218 |
| Method: Mentor Assessment Form (see above) |
| Person(s) responsible for recognising the learning outcomes achieved abroad | Name: Ásdís Ó. Vatnsdal |
| Organisation, role: Director, Iceland School of Tourism |
| How will the recognition be conducted? | Credit points will be entered in the student’s performance log in the Icelandic national student record system. Furthermore, the student will be issued with a special certificate of participation in an Erasmus+ mobility signed and stamped by the Director of the School of Tourism. |

|  |  |  |
| --- | --- | --- |
| 1. **Signatures** | | |
| **Home organisation/country** | **Host organisation/country** | **Learner** |
| Iceland School of Tourism, Iceland Ásdís Ó. Vatnsdal, Director | Bled Vocational College Mateja Seničak, Head of hospitality and practical education | Lilja Ösp Kristinsdóttir |
| Name, role | Name, role | Name |
|  |  |  |
| Place, date | Place, date | Place, date |
| Kópavogur : | Bled: | Kópavogur: |

|  |
| --- |
| 1. **Additional information** |

N/A

|  |
| --- |
| 1. **Annexes** |