



Leonardo da Vinci Contact Seminar  
**Tools for Quality Assurance in VET**  
8<sup>th</sup> – 10<sup>th</sup> June 2010 in Hämeenlinna, Finland

## PRACTICAL INFORMATION

### WHAT IS A CONTACT SEMINAR?

This contact seminar is a networking event organised by the Nordic-Baltic-Irish National Agencies. It aims at bringing together people from European organisations which share common interests and would like to develop Transfer of Innovation -projects, Partnerships, and/or VETPRO -projects in the field of quality assurance in vocational education and training.

A contact seminar is a great 'partner-finding' opportunity that will allow you to:

- receive more information on the framework on Quality Assurance in VET, and on the Lifelong Learning Programme's Leonardo da Vinci sub-programme;
- receive information on good practice examples and meet people from organisations which have already developed European cooperation projects;
- get to know suitable partner organisations;
- take part in workshops where you can draft your future project/partnership;
- receive advice from NA staff and other experts on how to draft a successful application;

### RATIONALE AND OBJECTIVES OF THE SEMINAR

On June 18<sup>th</sup> 2009, the European Parliament and Council adopted the recommendation on the establishment of a European Quality Assurance Reference Framework for Vocational Education and Training (EQARF).


The themes of the contact seminar are directly based on the EQARF recommendation, also known as the framework on Quality Assurance in VET (EQAVET) since the start of 2010.

Leonardo da Vinci programme's objectives have included, and will also include in the future, quality assurance as one of the key priority areas. It is therefore a high interest of the organising National Agencies to contribute to the development of future projects and partnerships that support the framework on Quality Assurance in VET, develop and test it, gather experiences on it, and contribute to the quality of VET throughout Europe.

### TARGET GROUP

The contact seminar is targeted to

- VET teachers/trainers
- Guidance counsellors
- Continuing education VET providers
- Work place trainers

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- Project managers
  - Quality team members and quality managers
  - Principals and headmasters

A prerequisite to attend is that the person is either involved in quality assurance in his/her own organisation, is involved in a related project, or is interested in learning about and implementing quality assurance tools in his/her work.

#### LOCATION

The seminar will take place in Hämeenlinna, Finland from 8<sup>th</sup> June to 10<sup>th</sup> June 2010. The seminar venue is Spa Hotel Rantasipi Aulanko. For information on the location, please see the hotel's web page at <http://www.rantasipi.fi/rantasipi/hotellit/aulanko>

Accommodation for 2 nights (8-10.6.2010) in a single room with breakfast is included in the participation fee. The organizers will request you for the need for additional nights via on-line questionnaire, among other practical information, once participants have been selected.

#### TRAVEL INFORMATION

Hämeenlinna is situated about 100 kilometres north from Helsinki. The town can be reached by a direct express bus from the Helsinki-Vantaa Airport. Practical details on the travel arrangements will be provided for the seminar attendees. When booking flight tickets, please allow approx. 1,5 hours for the bus ride.

#### WORKING LANGUAGE

The working language of the seminar is English.

#### CONTACT SEMINAR FEE

The seminar fee is 400 EUR per participant. The fee covers costs of accommodation, meals, documentation and participation in cultural events.

#### HOW TO GET FUNDS?

To attend a contact seminar, your organisation can apply for a Preparatory Visit grant from the Lifelong Learning Programme National Agency in your country. For detailed information on grant application form, deadlines and any other requirements applicable at national level, please contact the National Agency in your country.

#### REGISTRATION

Please fill in and submit the attached registration form to your National Agency by **19.4.2010**. Participants will later on be requested to fill in an on-line questionnaire for practical details such as arrival times etc.



## WHAT TO PREPARE?

Please bring documentation to share for the European Fair, e.g. leaflets, brochures on your organization, information/posters on quality assurance related projects or tools, etc.

All the participants are recommended to get acquainted with the EQAVET Framework, also known as the EQARF recommendation, before the arrival:

[http://ec.europa.eu/education/lifelong-learning-policy/doc1134\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/doc1134_en.htm)

## WHO TO CONTACT?

For more information, please contact your National Agency, or Ms Katriina Lammi-Rajapuro in the Finnish National Agency: [katriina.lammi-rajapuro\(at\)cimo.fi](mailto:katriina.lammi-rajapuro@cimo.fi) or +358 207 868 580.