

**1. TITLE OF THE CERTIFICATE (HU)**

31 5236 03 SZELLŐZŐ- ÉS KLÍMABERENDEZÉS-SZERELŐ

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)VENTILATION AND AIR-CONDITIONING EQUIPMENT FITTER
(THIS TRANSLATION HAS NO LEGAL STATUS)**3. PROFILE OF SKILLS AND COMPETENCES****A typical holder of the certificate is able to:**

- assemble, install and adjust ventilation, air conditioning and air cooling devices;
- lay, install, operate and maintain sanitary, technological and industrial pipeline;
- handle, adjust and maintain machines and powered manual tools necessary for performing basic activities and fitting;
- identify, select, prepare, use and handle, according to process regulations, the proper materials, standardized and prefabricated elements, semi-finished products and auxiliary materials for the devices to be made and their components;
- interpret the documentation necessary for manufacturing, fitting and repair;
- carry out basic preparatory, processing and fitting works;
- carry out masonry work related to his fitting work;
- individually plan, carry out and control his work based on his theoretical and practical preparedness.

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE7622 Ventilation and air-conditioning systems – mechanic
8299 Air conditioner operator
7621 Plumber and central heating installer**(*) Explanatory notes:**

This document is designed to provide additional information about the specified certificate and does not serve as a legal certificate of vocational qualification. The format of the description is based on the following documents:

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 on transparency is available at: <http://europass.cedefop.europa.eu/>

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5. OFFICIAL BASIS OF THE CERTIFICATE

<p>Name and status of the institute issuing the certificate</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p>In the case of vocational qualifications belonging to the competence of the Ministry of Education (ME), a vocational qualification-related independent professional committee commissioned by the ME</p>																								
<p>Level of the certificate (national or international)</p> <p>Level of vocational qualification according to the National Qualification Register: 31 Intermediate vocational qualification entitling the holder to fill positions requiring physical work, which is based on the input theoretical and practical knowledge elements determined in the vocational and examination requirements (hereinafter: input competence) or on the basic school qualification certified with the completion of the eighth grade.</p> <p>ISCED97 code: 3CV</p>	<p>Grading scale / Pass requirements</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Five -grade:</td> <td style="width: 10%; text-align: center;">5</td> <td style="width: 75%;">excellent</td> </tr> <tr> <td></td> <td style="text-align: center;">4</td> <td>good</td> </tr> <tr> <td></td> <td style="text-align: center;">3</td> <td>satisfactory</td> </tr> <tr> <td></td> <td style="text-align: center;">2</td> <td>pass</td> </tr> <tr> <td></td> <td style="text-align: center;">1</td> <td>fail</td> </tr> </table> <p>Vocational qualification examination after the completion of vocational training Parts of the examination: - Vocational theory - Vocational practice</p> <p>A successful vocational qualification examination requires a pass grade both in vocational theory and practice.</p>	Five -grade:	5	excellent		4	good		3	satisfactory		2	pass		1	fail									
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<p>Certificate number: PT K</p> <p>Serial number: 123456</p> <p>Certificate issue date: 2023.09.14</p>	<p>Description of vocational theoretical and practical subjects and their grades according to the five-grade scale</p> <p>1. Grades of vocational theoretical examination subjects</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Topics/subjects of written examination</td> </tr> <tr> <td style="width: 85%;">Vocational studies</td> <td style="width: 15%; text-align: center;">5</td> </tr> <tr> <td>Work planning</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Compilation of a business plan</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Grade of Written Examination</td> <td style="text-align: center;">5</td> </tr> <tr> <td colspan="2">Topics/subjects of oral examination</td> </tr> <tr> <td>Vocational Skills</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Labour Law, Industrial Safety, Measurement Verification (Quality Assurance)</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Initial Education in Business, Defending the Business Plan</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Grade of Vocational Theory</td> <td style="text-align: center;">5</td> </tr> </table> <p>2. Assessment of vocational practical preparedness</p> <p>Subjects of practical examination</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 85%;">Final exam project</td> <td style="width: 15%; text-align: center;">5</td> </tr> <tr> <td>Grade of Vocational Practice</td> <td style="text-align: center;">5</td> </tr> </table>	Topics/subjects of written examination		Vocational studies	5	Work planning	5	Compilation of a business plan	5	Grade of Written Examination	5	Topics/subjects of oral examination		Vocational Skills	5	Labour Law, Industrial Safety, Measurement Verification (Quality Assurance)	5	Initial Education in Business, Defending the Business Plan	5	Grade of Vocational Theory	5	Final exam project	5	Grade of Vocational Practice	5
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<p>Access to next level of education/training</p> <p>To secondary education</p>	<p>International agreements</p>																								
<p>Other information concerning the vocational training process</p>																									
<p>Legal basis</p> <p>Act LXXVI of 1993 on vocational training, Decree 27/2001 (VII. 27.) OM of the Minister of Education on the amendment of Decree 7/1993 (XII. 30.) MüM of the Minister of Labour on the National Qualifications Register, Decree 26/2001 (VII. 27.) OM of the Minister of Education on the general rules and rules of procedure of vocational examinations, Decree no. 50/1999. (IX.10.) GM of the Minister of Economic Affairs on the amendment of Decree no. 5/1997. (III.5.) IKIM of the Minister of Industry, Trade and Tourism on qualifications required for performing specific industrial, commercial and tourism related activities, Decree 20/1996. (III.28.) of the Minister of Industry and Trade (IKM) on vocational and examination requirements of ventilation and air-conditioning mechanic, Central programme approved by the Minister of Labour (MüM) under approval number 3234/97. (3.23.).</p>																									

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Description of vocational education and training received	Percentage of total programme %	Duration (hours/weeks/months/years)
School-/training centre-based	Theory: 40 % Practice: 60 %	
Workplace-based		
Accredited prior learning		
Total duration of the education/training leading to the certificate		2 years

Entry requirements:

- Elementary education evidenced by a certificate of the completion of the eighth year plus reaching the minimum school-leaving age

Further information:

MANDATORY VOCATIONAL THEORETICAL SUBJECTS

Technical display	100 hours
Technical Drawing	100 hours
Knowledge of Materials and Production	100 hours
Basic vocational studies	100 hours
Vocational Skills	100 hours
Basic Technical Skills	100 hours
Initial Education in Instrumentation and Control	100 hours

MANDATORY VOCATIONAL PRACTICAL SUBJECTS

Technical Measurements	100 hours
Basic Practical Training	100 hours
Vocational training	100 hours

Further information (including the description of the national grading method):

The basis of the grading system is a list of vocational and examination requirements compiled in accordance with uniform criteria and structure, issued in the form of legal regulation that includes the following:

- identification number and description of the vocational qualification as specified in OKJ and the relevant FEOR number,
- school and vocational prequalification required for the start of the training, aptitude and vocational competence requirements and prescribed practice,
- the most typical occupation or activity accessible to the holder of the vocational qualification certificate, the short job description, and the list of related vocational qualifications,
- the duration of the training required for the vocational qualification; maximum number of hours; the ratio of theoretical and practical training; the number of vocational training classes in the vocational training school; the duration of initial training period; the possibility of organising a grade examination assessing the efficiency of practical training,
- occupational requirements of vocational qualification,
- requirements pertaining to vocational examination.

The vocational and examination requirements will be classified by the occupational group committees of the National Qualification Register (OKJ) and by the National Council for Vocational Training, and subsequently they will be issued in the form of legal regulations.

Vocational and examination requirements are available at: <http://www.nive.hu>

This certificate supplement was prepared on the basis of the instruction for filling in the Certificate Supplement published on the homepages of the National Reference Point and the National Europass Centre.

National Reference Point – NSZFH – <http://nrk.nive.hu>

Head of Examination Organiser:

Issue date: 2023.09.14

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