

1. TITLE OF THE CERTIFICATE (HU)

51-812-01 Utazásügyművelő

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Travel Agent

(THIS TRANSLATION HAS NO LEGAL STATUS)

3. PROFILE OF SKILLS AND COMPETENCES**A typical holder of the certificate is able to:**

- promote premium domestic tourism products;
- perform retail activity;
- perform sales activities using IT software;
- communicate verbally and in writing in Hungarian and in a foreign language;
- cooperate with tourism service providers;
- perform basic financial operations.

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE

4221 Tour operator, consultant

(*) 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 | | | | | | | | | | | | | | | | | | | | |
|--|--|--|-------|--|-----------------------------|---------------------------------------|---|-------|------------------|---------------------------|---|-------|-----------------------|--|---|-------|---|--|---|--|
| Name and status of the institute issuing the certificate | | Name and status of the national/regional authority providing accreditation/recognition of the certificate Ministry for National Economy | | | | | | | | | | | | | | | | | | |
| Level of the certificate (national or international) Level of vocational qualification according to the National Qualification Register: 51 upper secondary partial vocational qualifications, which require the completion of the secondary school leaving exam and may be obtained in non-formal education. ISCED2011 code: 4 NQF level: EQF level: | | Grading scale / Pass requirements Five -grade: 5 excellent 4 good 3 satisfactory 2 pass 1 fail | | | | | | | | | | | | | | | | | | |
| Certificate number: PT K Serial number: 123456 Certificate issue date: 2023.10.02 | | Results achieved at the examination and their proportion expressed in percentage in the complex mark <table border="1"> <tbody> <tr> <td>Central written examination</td> <td>Preparing domestic programme offering</td> <td>5</td> <td>25.00</td> </tr> <tr> <td>Oral examination</td> <td>Travel agent's activities</td> <td>5</td> <td>35.00</td> </tr> <tr> <td>Practical examination</td> <td>Demonstration of premium domestic tourist products (Hungaricums)</td> <td>5</td> <td>40.00</td> </tr> <tr> <td colspan="2">Result achieved at the complex vocational examination, expressed in grades.</td> <td>5</td> <td></td> </tr> </tbody> </table> | | | Central written examination | Preparing domestic programme offering | 5 | 25.00 | Oral examination | Travel agent's activities | 5 | 35.00 | Practical examination | Demonstration of premium domestic tourist products (Hungaricums) | 5 | 40.00 | Result achieved at the complex vocational examination, expressed in grades. | | 5 | |
| Central written examination | Preparing domestic programme offering | 5 | 25.00 | | | | | | | | | | | | | | | | | |
| Oral examination | Travel agent's activities | 5 | 35.00 | | | | | | | | | | | | | | | | | |
| Practical examination | Demonstration of premium domestic tourist products (Hungaricums) | 5 | 40.00 | | | | | | | | | | | | | | | | | |
| Result achieved at the complex vocational examination, expressed in grades. | | 5 | | | | | | | | | | | | | | | | | | |
| Access to next level of education/training To higher education | | International agreements | | | | | | | | | | | | | | | | | | |
| Other information concerning the vocational training process | | | | | | | | | | | | | | | | | | | | |
| Legal basis Act CLXXXVII of 2011 on Vocational Training Professional and examination requirements specified in Decree No. 12/2013 (28 March) of the Ministry for National Economy. | | | | | | | | | | | | | | | | | | | | |

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 | | 960 hours |

Entry requirements:

- secondary school leaving examination

Vocational requirement modules:

10061-12 Presentation of tourism resources

10062-12 Tourism communication

10063-12 Application of management processes

10064-12 Selling tourism product offers

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: 2023.10.02

SEAL