

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

54 345 02 Közművelődési és közönségkapcsolati szakember (a szakmairány megjelölésével)

**2. TRANSLATED TITLE OF THE CERTIFICATE (EN)**

Public education and public relations professional (with indication of the specialisation)  
(THIS TRANSLATION HAS NO LEGAL STATUS)

**3. PROFILE OF SKILLS AND COMPETENCES**

**A typical holder of the certificate is able to:**

- coordinate tasks related to public education, organise educational services, events, exhibitions, fairs, camps;
- provide rich entertainment;
- professionally assist the functioning of amateur troupes and hobby groups, clubs and training programmes;
- Cultural services to operate an organisation or institute in line with regulations, and to ensure the conditions of community cultural activities;
- Cultural services to enhance the development of the cultural or community life of a settlement or a specific strata of society.

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

2714 Cultural organiser  
3631 Conference and event planner  
3910 Other administrators

**(\*) 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><b>Name and status of the institute issuing the certificate</b></p>	<p><b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b></p> <p>Ministry of Human Capacities</p>																				
<p><b>Level of the certificate (national or international)</b></p> <p><b>Level of vocational qualification according to the National Qualification Register:</b> 54 advanced vocational qualifications, which require the completion of the secondary school leaving exam and may be obtained primarily in formal education</p> <p><b>ISCED2011 code:</b> 4</p> <p><b>NQF level:</b> 5</p> <p><b>EQF level:</b> 5</p>	<p><b>Grading scale / Pass requirements</b></p> <p>Five -grade: 5 excellent 4 good 3 satisfactory 2 pass 1 fail</p>																				
<p><b>Certificate number:</b> PT K</p> <p>Serial number: 123456</p> <p><b>Certificate issue date:</b> 2023.10.02</p>	<p><b>Results achieved at the examination and their proportion expressed in percentage in the complex mark</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Oral examination</td> <td style="width: 40%;">Presentation and defense of a scenario</td> <td style="width: 10%;">5</td> <td style="width: 30%;">20.00</td> </tr> <tr> <td>Oral examination</td> <td>Organisation of cultural events</td> <td>5</td> <td>20.00</td> </tr> <tr> <td>Practical examination</td> <td>Presentation of case study</td> <td>5</td> <td>30.00</td> </tr> <tr> <td>Practical examination</td> <td>Presentation of an institutional portfolio</td> <td>5</td> <td>30.00</td> </tr> <tr> <td colspan="2">Result achieved at the complex vocational examination, expressed in grades.</td> <td>5</td> <td></td> </tr> </table>	Oral examination	Presentation and defense of a scenario	5	20.00	Oral examination	Organisation of cultural events	5	20.00	Practical examination	Presentation of case study	5	30.00	Practical examination	Presentation of an institutional portfolio	5	30.00	Result achieved at the complex vocational examination, expressed in grades.		5	
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<p><b>Access to next level of education/training</b></p> <p>Advancement to higher education</p>	<p><b>International agreements</b></p>																				
<p><b>Other information concerning the vocational training process</b></p>																					
<p><b>Legal basis</b></p> <p>Act CLXXXVII of 2011 on Vocational Training Decree 27/2016 (IX. 16.) EMMI of the Minister of Human Resources on the Vocational and Examination Requirements of Vocational Qualifications.</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:**

- Secondary school leaving examination

**Vocational requirement modules:**

10656-16 Social and cultural studies at local level

10657-16 Organising cultural events

10658-16 Operation of cultural organisations and institutions

11498-12 Employment I (for training courses built on secondary school-leaving examination)

11499-12 Employment II.

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**