1. TITLE OF THE CERTIFICATE (CZ)[1]
Vysvědčení o maturitní zkoušce z oboru vzdělání: **65-42-M/02 Cestovní ruch** (denní studium)
[1] In the original language

2. TRANSLATED TITLE OF THE CERTIFICATE[2]
Maturita Certificate in: **65-42-M/02 Tourism** (full-time study)
[2] This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES

General competences:

- be familiar with various methods of learning, use sources of information well, show functional literacy;
- understand assignments or identify the cores of problems, exert variable solutions, work both independently and within a team;
- communicate in one foreign language at the level of at least B1 of the Common European Framework of Reference for Languages;
- cope with changing socio-economic conditions, be financially literate;
- be aware of the labour market mechanisms, and of the employee-employer relationships, act on career decisions responsibly, understand the significance of lifelong learning;
- use basic mathematics and the basic principles of physics and chemistry when needed in daily situations;
- work with the means of information and communication technologies, exploit adequate sources of information, handle information effectively;
- act in an environmentally-conscious manner and in compliance with strategies for sustainability;
- support values of local, national, European and world cultures, recognize the value of life;
- exert fundamentals of health protection, occupational safety, and fire prevention and safety;
- exert norms and prescriptions in the field.

Vocational competences:

- know travel services and understand how to procure and provide them;
- offer and sell dining, accommodation, spa, currency exchange, transportation and other services related to the travel business;
- know the geography, history and art history of major tourist destinations in the CR, Europe and the world and use this knowledge in preparing trips and in tour guiding;
- provide tour guiding services in Czech and foreign travel business, prepare information for tour guiding and give tours in the Czech language and a foreign language and keep tour guiding paperwork;
- communicate in two foreign languages;
- search for and provide information services;
- work as a receptionist and provide accommodation services;
- understand business and enterprising activities in the travel business and know basic legal aspects of enterprising;
- keep business paperwork;
- prepare accounting documents, keep tax records and books and use accounting information to effectively manage the accounting entity;
- calculate the cost of products and services and sell them;
- use marketing tools in preparing offers and promoting products in the travel business;
- ensure basic operations of personnel management.

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

The graduate can hold middle management positions in the travel business, performing work activities related to the offer and sale of trips, tour guiding, provision of accommodation, dining, transportation, spa, information and other services in travel business.
Examples of possible jobs: travel office or agency employee, information centre employee, receptionist, tour guide, public administration employee in travel business development.

5. OFFICIAL BASIS OF THE CERTIFICATE

Name and status of the body awarding the certificate Střední škola cestovního ruchu a grafického designu, s.r.o. U Josefa 118 Pardubice - Cihelna 53009 CZ private school	**Name and status of the national/regional authority providing accreditation/recognition of the certificate** Ministry of Education, Youth and Sports Karmelitská 7 118 12 Praha 1 Czech Republic

Level of the certificate (national or international) Upper secondary education completed by the Maturita examination **ISCED 354, EQF 4**	**Grading scale**	
	Result in the general section – success rate in % Czech language and literature, foreign language: more than 87 % to 100 % excellent - 1 more than 73 % to 87 % commendable - 2 more than 58 % to 73 % good - 3 44 % to 58 % sufficient - 4 0 % and less than 44 % insufficient - 5 **Mathematics and Advanced Mathematics:** more than 85 % to 100 % excellent - 1 more than 67 % to 85 % commendable - 2 more than 49 % to 67 % good - 3 33 % to 49 % sufficient - 4 0 % and less than 33 % insufficient - 5	**Pass requirements** 1 excellent (výborný) 2 very good (chvalitebný) 3 good (dobrý) 4 satisfactory (dostatečný) 5 fail (nedostatečný) **Overall assessment**: Prospěl s vyznamenáním: Pass with Honours (the average mark is ≤ 1,5) Prospěl: Pass (an examination mark is not worse than 4) Neprospěl: Fail (the examination mark in one or more subjects is 5)

Access to next level of education / training ISCED 655/645/746, EQF 6 and EQF 7 (EQF7 only for Long first degree programmes at Master's)	**International agreements**

Legal basis
Law No. 561/2004 on Pre-school, Basic, Secondary, Post-secondary and Other Education (School Act) as amended by later regulations
Ss. 22 and 24 of the Decree No. 177/2009 Coll., on Detailed Conditions for Completing Education by the School-leaving Examination in Secondary Schools, as amended.

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Description of vocational education and training received	**Percentage of total programme**	**Duration**
• School- / training centre-based	The ratio between theoretical education and practical training is defined by education providers themselves with regard to the respective educational programme and the employers´ needs.	
• Workplace-based		
• Accredited prior learning		
Total duration of the education / training leading to the certificate	**4 years** / 4 096 lessons	

Entry requirements
Completed compulsory school education

Additional information
More information (including a description of the national qualifications system) available at: www.npicr.cz and www.eurydice.org

National Pedagogical Institute of the Czech Republic – National Europass Centre Czech Republic, Senovážné nám. 872/25, 110 00 Praha 1

stamp and signature
Done at Prague for the school year 2021/2022