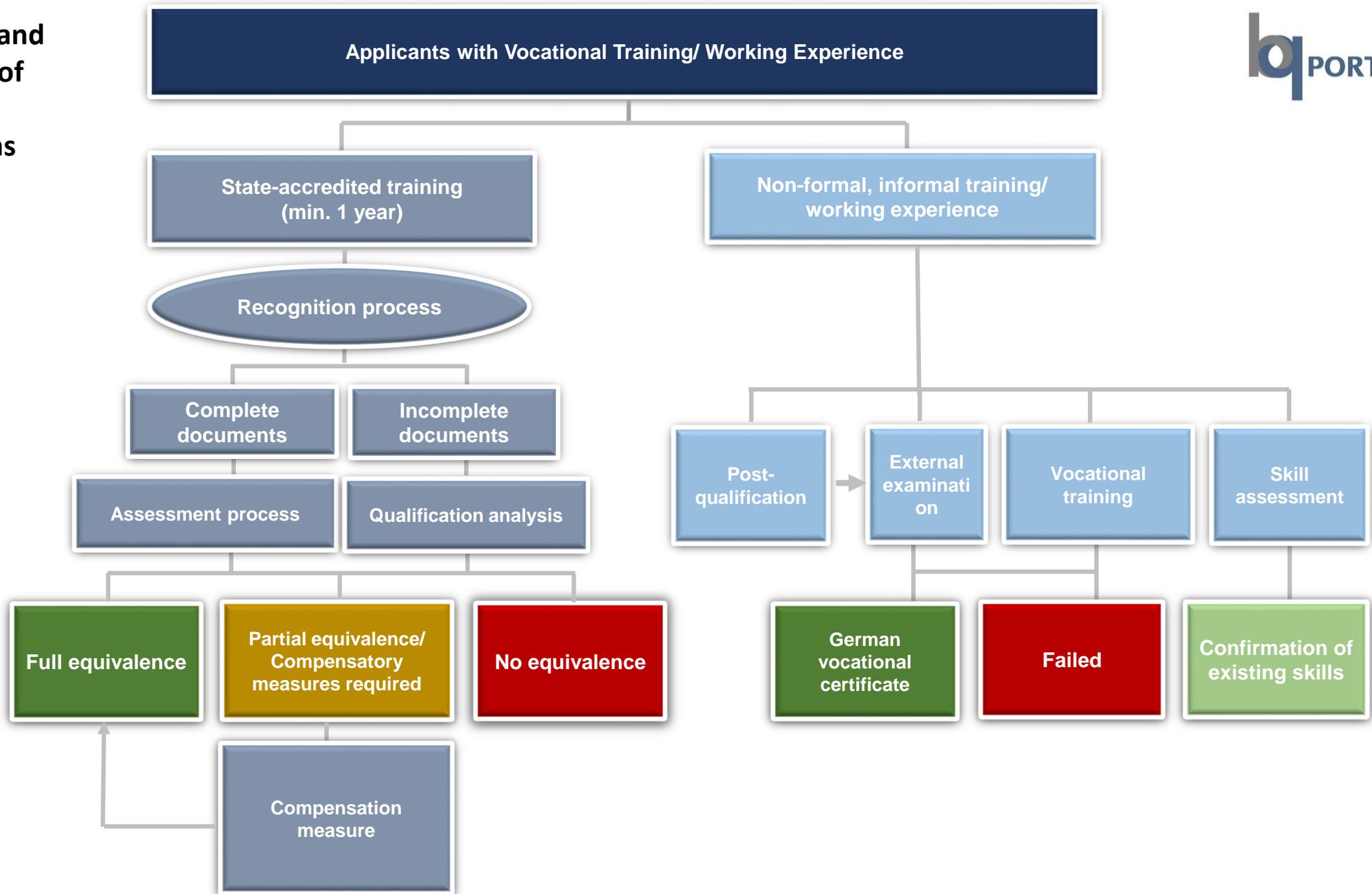


Assessment and Recognition of Professional Qualifications



Glossary

- **Adjustment qualification:** adjustment qualifications are intended to compensate for the lack of skills, knowledge or abilities assessed in the equivalence test for non-regulated professions. An adjustment qualification serves to achieve full equivalence.
- **Compensatory measures:** compensatory measures are intended to compensate for the substantial differences between a foreign professional qualification and the domestic reference qualification. Compensation measures include adjustment qualifications, adjustment courses, aptitude tests or assessment tests. The nature of the measures in question depends on the profession and the respective legal regulation.
- **Aptitude test:** the term “aptitude test” is taken from the EU Directive on the Recognition of Professional Qualifications 2005/36/EC and it is relevant for regulated professions. It is a test carried out by the competent authority, which enables the applicant to demonstrate the equivalence of his/her knowledge. The aptitude test covers only those areas where substantial deficits have been identified. Thus, the recognition authorities must take into account the fact that applicants have already acquired professional qualifications in their countries of origin.
- **External examination:** the Vocational Training Act and/or the Crafts Code provide the opportunity to participate in a final examination of an apprenticeship without a vocational training. One of the following points (also applies to foreign professional qualifications/professional activities) is crucial for admission to the examination:
 - the duration of the relevant professional activity must be at least one and a half times the training period or
 - it must be demonstrated, by means of certificates or otherwise, that professional competence has been acquired in the desired occupation.
- **Equivalence (full, partial, none):** the competent authority certifies applicant’s degree of equivalence of his foreign professional qualification in comparison to the German reference profession. Depending on the test result, a full, a partial or no equivalence can be determined. In the case of a partial equivalence, the degree of equivalence is not documented, but the essential differences in the decision are listed. No German test certificate is issued, but a certificate of equivalence.
- **Equivalence test:** It consists of a formal and an individual test. In the formal examination, a comparison is made between the current German and the foreign training regulations valid for the respective occupation at the time of vocational qualification. The applicant's professional experience and other qualifications are taken into account during the individual examination.
- **Informal training:** it usually describes a qualification through “learning by doing”. In many countries this form of training is designated as “traditional vocational training”, which takes place in companies without set curricula and training period.
- **Assessment test:** A test for reviewing the equivalence of existing vocational knowledge and skills in regulated professions. The subject matter of an assessment test can be all the contents of a German training. This does not mean that the examination corresponds to the final one of the German state. Existing qualifications of the applicant are not taken into account in the course of assessment examination, as opposed to aptitude test.
- **Skill assessment:** A proceeding to assess vocational competences. In Germany there is a wide range of such procedures, which are often not standardized or regulated. In various projects, such as ValiKom, a standardization of such procedures is sought.
- **Post-qualification:** Within the framework of a vocational post-qualification, semi-skilled or persons without a recognized professional qualification are introduced to a state-recognized vocational qualification. Through the (individual) post-qualification, these persons are able to successfully participate in an external examination in order to acquire a German qualification.
- **Non-formal training:** Training, which is not state-accredited and most time takes place at private vocational training facility. In contrast to informal training, non-formal training is based on established structures (places of learning, curricula, educators, etc.) but does not lead to a state-recognised vocational qualification.
- **State-accredited training:** Professional qualifications are acquired by the state, state-recognized vocational training institution or a state-recognized training course.
- **Qualification analysis:** The qualification analysis is an examination form within the equivalence assessment procedure. It is then carried out if no conclusive evidence of the professional qualifications acquired in the country of origin is presented. Qualification analysis can refer to the entire profession or individual sub-areas. There are various methods for reviewing professional abilities, knowledge and skills. They range from expert interviews to practical tests.