

1. Title of the certificate (LT) ¹
Kvalifikacijos pažymėjimas. Kelionių vadovo mokymo programa (valstybinis kodas 362101501)
¹ in original language

2. Translated title of the certificate (EN) ¹
Qualification certificate. Travel guide training programme (state code 362101501)
¹ If applicable. This translation has no legal status.

3. Profile of skills and competences
<p>1. Observe specific requirements for travelling abroad, maintain marketing principles of a travel agency, and comply with environmental and hygiene requirements.</p> <p>2. Organise trips or provide mediation services.</p> <p>3. Organise work at a travel agency.</p> <p>4. Conclude cooperation agreements with companies providing transportation, accommodation, catering, leisure organisation, etc.</p> <p>5. Conclude travel agreements with customers and make estimates.</p> <p>6. Inform and provide advice to customers on the services provided by the travel agency.</p> <p>7. Find out causes of conflicts with customers and implement solutions.</p> <p>8. Complete documents on a PC according to requirements.</p> <p>9. Know a foreign language.</p>

4. Range of occupations accessible to the holder of the certificate ¹
The holder may work as a travel manager at companies providing tourism services.
¹ If applicable

(*) Explanatory note

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: 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.

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5. Official basis of the certificate	
Name and status of the body awarding the certificate Legal entity with licence to provide formal vocational training programmes	Name and status of the national/regional authority providing accreditation/recognition of the certificate Ministry of Education and Science of The Republic of Lithuania
Level of the certificate (national or international) ISCED 454; LTKS III; EKS 3	Grading scale / Pass requirements 10 grade scale. A Pass Grade - Grade 7-10 or entry "Passed"
Access to next level of education/training Possibility to continue studies at the higher level of education programme	International agreements
Legal basis Law on Education of the Republic of Lithuania Law on Vocational Education and Training of the Republic of Lithuania Resolution No. 535 of 4 May 2010 of the Government of the Republic of Lithuania "On the approval of the description of the National Qualifications Framework	

6. Officially recognised ways of acquiring the certificate

Aggregate duration of learning required to get the certificate (in weeks): 24

Ratio of theoretical and practical learning (%): 54/46

Duration and place of apprenticeship (in weeks): (11)

Possibility to include passed education: passed education included by evaluating the knowledge

Description of vocational education and training received	Part of programme (%)	Duration (in weeks)
School-/training centre-based	54	13
Workplace-based	46	11
Accredited prior learning		
Total duration of the education/ training leading to the certificate		24

Entry requirements

Additional information

More information (including the description of the national system of qualifications) at:

www.aikos.smm.lt, www.europass.lt, www.euroguidance.lt, www.kpmc.lt

The National Reference Points:

www.europass.lt, www.smpf.lt