

## **REFINE – REcognising Formal, Informal and Non-formal Education**

### **ESTONIA** **Preliminary national report** 8 October 2004

In the Estonian detailed work plan we agreed to make our testing activities from August to October, so we have not finished testing yet.

The basis of the report is meant to be based on a summary of the candidate forms.

Actually we don't have them at all, this time the candidates are compiling their portfolios.

#### **Tools: Euro CV and Portfolio**

*(Short description + examples in annexe)*

An overview of the forms

#### **Euro CV**

We translated from English to Estonian the European Curriculum Vitae format and the Instructions for using EuroCV.

#### **Portfolio**

For working out our Portfolio form, we collected different forms from France and UK, compared them and translated one French Portfolio (from the University of Haute Alsace) and one English Portfolio User Guide (from the University of East London). For the next step we adapted the French Portfolio form more suitable for our needs, added some parts and tried to make the form and language more understandable for the people from different sectors and different levels.

Portfolio consists of four chapters:

A – Personal data

B – Education

C – Work experience

D – Other activities

We compiled the Learners Guide for using this Portfolio, the Advisers Guide and the Assessors Guide.

In September we started with testing of those tools in three sectors by local partners:

1. Youth sector – by Estonian Association of Youth Councillors;
2. Vocational education – by Tartu Vocational Education Centre;
3. Higher education – by University of Tartu.

#### **Higher education sector**

Partner organisation: **University of Tartu**

Name of person conducting the test: Aili Saluveer

**The University of Tartu** is a national University. Following good academic traditions, this one and only classical Estonian-language University offers research-based graduate and postgraduate degree programmes and deals with both fundamental and applied research. Catering to the current needs of society, the University does pioneering work in application of innovation to its training and research.

The University of Tartu is the first one in Estonia, who worked out APEL system and there is need for improving it. Testing the tools is good for working out the tools for the recognition of informal and non-formal learning and getting some experience in this field.

## **Vocational education sector**

Partner organisation: **Tartu Vocational Education Centre**

Name of person conducting the test: Eda Anton

**Tartu Vocational Education Centre** is a regional vocational training centre in Tartu and its immediate service area is South-Estonia. The school, with its fields of vocational education, further education and career counselling, has been recognized in Estonia and internationally.

TVEC has a devoted staff. The high qualification of teachers, counsellors and instructors, their motivation, innovativeness, loyalty, and will to study and cooperate form the basis of the organizational culture in TVEC. The school is student-centred; its work is organized professionally and effectively. The system of quality management ensures the success of the realization of the main processes. The information system supports the development of the school and its study processes.

TVEC offers a safe and modern studying and counselling environment, as well as enables to educate people according to their personal qualities, abilities, interests and needs, including special needs.

## **Youth sector**

Partner organisation: **Estonian Association of Youth Councillors** (EAYC)

Name of person conducting the test: Anne Kivimäe

**Estonian Association of Youth Councillors** is an organisation established in 1998, which unites youth workers and civil servants responsible for youth affairs from local, regional and national level.

EAYC-s aim is to participate in discussions on the development of youth policy, provide bases for networking and exchange of best practise for different youth workers and youth policy coordinators.

EAYC is a partner organisation in different youth related issues for Estonian Ministry of Education and Research, a member of Estonian Youth Policy Council.

## **How did you proceed?**

We find some people who are interested in trying to assess their experiential learning, chose some of them, who had more competence suitable for evaluation, had some counselling with them and now they are working with Portfolios. After one week we hope to get the Portfolios ready for the evaluation.

## **Where?**

University; Vocational education Centre; Youth councillors in volunteer organisations.

## **The candidate**

In every sector we are testing both tools with 5 candidates (provisional data):

Euro CV – 3 x 5 = 15

Portfolio – 3 x 5 0 15

Age: 18 – 44

Gender: M, F

Purpose of participation:

1. Higher education - possible students looking for studies at baccalaurean, master or PhD level;
2. Vocational education – people looking for some vocational courses;
3. Youth sector – people looking for job or for self evaluation.

**He or she is a:**

- Volunteer in a third sector organisation**
- Employee**
- Trainee**
- Unemployed**
- Student**
- Other – possible student**

**Purpose:** *Why did he or she participate?*

- For entry to a formal training course**
- For the award of part diploma**
- For self confident (personal use)**
- For the development of self-evaluation skills**

The results of the testing and the comments of testers and candidates will be available later.

Aili Saluveer  
University of Tartu