

PROCEDURE FOR OBTAINING A LICENCE FOR AN NVQ ASSESSOR

The National Examinations Centre publishes the invitation for applications for NVQ assessors and then verifies conditions for assessors from the corresponding Act and the Catalogue of Standards of Professional Knowledge and Skills.

A LIST OF DOCUMENTS to be forwarded to the National Examinations Centre by a candidate for an NVQ assessor:

- ♦ an application for acquisition of a licence (www.ric.si);
- ♦ documents of proof, as determined by the Catalogue of Standards of Professional Knowledge and Skills (www.nrpslo.org);
- ♦ a statement of integrity (www.ric.si);
- ♦ a receipt showing administrative fees have been paid (instructions at www.ric.si);
- ♦ a statement of successful completion of the training programme for NVQ assessors.



NVQ ASSESSORS:

- ♦ should possess or adopt specific personal attitudes during their training for NVQ assessors (consider ethical principles of their work);
- ♦ take care of permanent development of professional competences;
- ♦ take an active part in determining quality criteria, observable indicators, success norms;
- ♦ take an active part in analysing validity and reliability of assessment tools.

In Slovenia, the concept of Accreditation of Prior Learning (APL) is regulated by the National Professional Qualifications Act, 2000, prepared by the Ministry of Labour, Family and Social Affairs.

The Act regulates the procedure and the competent bodies, agencies and organisations for adopting catalogues of standards of professional knowledge and skills, and the conditions and procedures for obtaining national vocational qualifications.

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HOW TO QUALIFY AS AN NVQ ASSESSOR IN SLOVENIA



HOW TO QUALIFY AS AN NVQ ASSESSOR

NATIONAL EXAMINATIONS CENTRE sends to the candidates for NVQ assessors the following:

- ♦ the APPLICATION FORM for acquiring the licence for an NVQ assessor;
- ♦ a LIST OF DOCUMENTS to be forwarded;
- ♦ a STATEMENT of integrity;
- ♦ instructions for the payment of administrative fees.

NATIONAL EXAMINATIONS CENTRE
publishes the invitation for applications for NVQ assessors.

NATIONAL EXAMINATIONS CENTRE
verifies the conditions for NVQ assessors from the corresponding Act and the Catalogue of Standards.

THE NOMINATED CANDIDATE FOR NVQ ASSESSOR
FULFILS THE CONDITIONS from the corresponding Act and the Catalogue of Standards.

NATIONAL EXAMINATIONS CENTRE
directs the nominated candidates for NVQ assessors to the training for assessors (Slovenian Institute for Adult Education).

TRAINING PROGRAMME EDUCATOR FOR NVQ ASSESSORS
carries out the training programme for NVQ assessors (3 days).

SUCCESSFUL COMPLETION OF THE TRAINING

Candidates for NVQ assessors send their statement of successful completion of the training to the National Examinations Centre.

NATIONAL EXAMINATIONS CENTRE

issues the LICENCE for an NVQ assessor.

UNSUCCESSFUL COMPLETION OF THE TRAINING

THE NOMINATED CANDIDATE FOR NVQ ASSESSOR
DOES NOT FULFIL THE CONDITIONS from the corresponding Act and the Catalogue of Standards.

NATIONAL EXAMINATIONS CENTRE
asks the NVQ assessor candidate to complete the application.

If the candidate gives good reason for an incomplete application, the application is at a standstill.

