

Certificate Lifecycle: Issuance, Renewal and Programme Oversight

CERTIFICATE ELEMENTS

- Name of certificate holder
- Unique and traceable certificate number
- Certifying body name and location
- Programme name = microcredential
- Knowledge, skills and competences description
- Issue date, location, signature
- Duration of validity of the certificate

VALIDITY AND RECERTIFICATION

- Limited validity period due to various factors (usually 3-5 years)
- Recertification required after expiry
- Criteria: work experience, testing, training, literature reviews
- Learners informed in advance
- VET provider and certifying body ensure low threshold

PROGRAMME, MONITORING, ADAPTATION

- Programme reviewed regularly (e.g. every 6 months)
- Steering board evaluates relevance and necessary updates
- Changes affect VET training programmes
- Close cooperation with certifying body required
- Goal: maintain competence relevance

