

ECVET and Mobility: Checklist

THIS FACTSHEET PROVIDES A USEFUL CHECKLIST FOR THOSE ORGANISATIONS LOOKING TO APPLY ECVET PRINCIPLES (AND TECHNICAL COMPONENTS) TO A MOBILITY PROGRAMME.



BEFORE MOBILITY:

Have you:

- ☞ established a Memorandum of Understanding (MoU)?
- ☞ identified (units of) Learning Outcomes?
- ☞ discussed assessment, including who does this?
- ☞ agreed how to document learner achievement?
- ☞ produced a Learning Agreement (LA) for each participant?

DURING MOBILITY:

Have you and/or your partners:

- ☞ agreed on the provision of appropriate learning activities?
- ☞ agreed on assessment mechanisms, tools, timing and actors?
- ☞ agreed on tools for documenting learning achievement?
- ☞ agreed on plans for the use and issuing of a personal transcript?

AFTER MOBILITY:

Have you and/or your partners:

- ☞ considered how to validate learning outcomes?
- ☞ agreed on mechanisms and processes for recognising learning?
- ☞ considered plans for evaluation of your mobility programme?

POINTS TO NOTE

The European Commission has developed templates for the [Memorandum of Understanding \(MoU\)](#) and [Learning Agreement \(LA\)](#).

It is possible to implement ECVET gradually, starting with one phase or activity and progressing to full implementation.

It can be useful to develop a checklist similar to this in which roles and responsibilities are allocated.

This checklist can also be used as a tool for review, noting successes and achievements as well as any challenges encountered.