



**A recognised system  
for the certification  
of work-related competence  
in foreign languages**

**Introduction**



## Main features

The European Vocational Qualifications (EVoQ) are:

<b>Transparent</b>	Standards and candidate performance are clearly defined
<b>Transferable</b>	valid for all languages in all European countries
<b>Standardised</b>	closely aligned to the Council of Europe's Common European Framework (CEF)

They thus fulfil all requirements set by the international business community and the Council of Europe concerning the certification of work-related competence in foreign languages.

## Certification

The EVoQ certificate is issued by the **International Certificate Conference (ICC)**. The ICC enjoys a truly European presence and is a highly respected expert forum in all areas of language training.

Other certification bodies are foreseen for joint-certification purposes to ensure the highest possible relevance and respect for the EVoQ certificate as required by the respective vocational area or country.

For example: professional associations, local chambers of commerce, respected national and international awarding bodies are potential partners with the ICC in joint certification.

## The stages in achievement of an EVoQ certificate

### 1 AGREE CANDIDATE PROFILE

This is tailored to meet the candidate's individual work-related requirements and covers content and situations, level, skills and activity types. These areas are defined in detail in the EVoQ Standards.

### 2 COLLECT PERFORMANCE EVIDENCE

This is the work the candidates offer for assessment towards achieving the certificate and can comprise of:

Natural evidence (performance in the foreign language arising from the real work situation)

Assessment activities (simulations)

The evidence offered for assessment is collected in a candidate dossier which includes the candidate profile and the performance evidence.

### 3 ASSESS CANDIDATE PERFORMANCE

Candidate performance collected in the Dossier is assessed by specially trained persons (Assessor, and Internal and External Quality Managers). This form of assessment offers many advantages over the traditional examination systems. For example, there are no deadlines, the candidate's work can be directly related to individual job requirements and any deficits can be specified by the assessors and can be remedied by the candidate.

### 4 CERTIFICATION

A certificate is issued which is recognised, expresses transparently candidate achievement and can be used to define short-term aims for further training.

# **The main benefits provided by the EVoQ**

## **THE EVOQ OFFER COMPANIES:**

- A standardised scale of assessment for work-related foreign language competence which is fully compatible with the Common European Framework
- A control and guidance tool to ensure the consistent effectiveness and relevance of in-company foreign language training schemes
- A system of defining competence which is valid for all languages and can be implemented throughout the company
- A recognised certification of the competence attained
- An assessment and certification system for foreign languages which can be integrated into QA certification such as ISO 9000.

## **THEY OFFER EMPLOYEES AND PARTICIPANTS IN VOCATIONAL LANGUAGE TRAINING COURSES**

- The guarantee that the training schemes are relevant, attainable and therefore motivating
- Continuous assessment and recognised certification of their vocational foreign language competence
- Extremely flexible, learner-friendly procedures without the pressure of externally set examination dates and their related stress factors
- A recognised and attainable certificate which provides clear definitions of real work-related competence in foreign languages

## **THEY OFFER TRAINING INSTITUTES**

- A valuable service with added value for key clients – companies, government agencies and other training institutes
- An attractive certification system for course participants
- Enhanced prestige and image due to ICC international recognition
- Additional turnover and profit, as training institutes with recognised EVoQ status can enrol candidate
- A system which fulfils many of the requirements made by ISO 9000 certification both internally and with corporate clients

## Key facts on the EVoQ

The **EVoQ Standards** were developed on behalf of the ICC by Prof. Dr. Jürgen Quetz (of the Johann Wolfgang Goethe University, Frankfurt am Main). Professor Quetz enjoys an international reputation as an expert in the didactics of foreign language learning and linguistic research (specialist areas include adult and further education, testing and examinations).

The EVoQ provide a system for **assessment and certification** and not a syllabus. They can however be used to design courses and set clear training aims.

They can be used for **benchmarking, for job descriptions** and are thus of great value independent of training programmes.

**No examinations** are involved in the achievement of an EVoQ. EVoQ candidates carry out **work-related assessment activities** – usually during normal course time – until they have covered all requirements.

There are **six levels and four units** – Speaking (including interaction), Listening, Reading and Writing. The five CEF skills are thus all included.

Levels and skills can be **awarded across the board**; for example, Reading Level B2 with Speaking Level B1. Thus the current level of the candidate's competence as well as his / her **work-related needs** can be accounted for and clearly expressed in a **candidate profile**.

EVoQ candidates **take an active part** together with their assessor in the planning of performance to be offered as evidence for assessment and certification. This ensures that the content of the certification mirrors as closely as possible the candidate's actual needs-profile.