

1. TITLE OF THE CERTIFICATE (CZ)<sup>(1)</sup>

**Vysvědčení o maturitní zkoušce z oboru vzdělání:  
78-42-M/002 Ekonomické lyceum (denní studium)**

<sup>(1)</sup> In the original language

2. TRANSLATED TITLE OF THE CERTIFICATE<sup>(2)</sup>

**Maturita Certificate in:  
78-42-M/002 Economic Lyceum (full-time study)**

<sup>(2)</sup> This translation has no legal status.

## 3. PROFILE OF SKILLS AND COMPETENCES

**General competences:**

- be well informed about culture, history and the present of the Czech nation within the European and world context;
- formulate opinions and positions verbally and in writing, communicate in two other foreign languages;
- study and work effectively, objectively evaluate own results;
- adapt themselves to the changing conditions of life and work, work well in a team and be responsible for assigned tasks;
- work with information, take advantage of information and communication technology;
- apply the basic mathematical relations, physical and chemical laws when dealing with practical tasks;
- know the present rights and duties of employers and employees and know how to conduct a job search;
- act in an environmentally-friendly manner and in accordance with a strategy for sustainable development;
- apply the principles for health and safety at work, fire defence and fire prevention.

**Vocational competences:**

- adapt themselves to the conditions of tertiary studies, especially in economics and law;
- apply knowledge of economics, law, and marketing when dealing with economic issues;
- work with sources of economic and legal information, independently seek necessary information; process, interpret and use it correctly, effectively present the results of one's own work;
- apply a business approach when negotiating with clients and business contacts;
- monitor important national, European and world economic events;
- be well versed in typical company activities;
- be well informed about the financial market;
- manage routine account transactions;
- know typing and computers, draft documents in a standardized layout.

## 4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE



The graduate is prepared to take further courses of study, especially in economics and law. If a graduate enters the labour market directly he or she can perform administrative, secretarial, analytical, organizational and counselling duties in trade firms, services, tourism, public administration, etc.

Examples of possible work positions: administrative staff, organizational staff, secretary, manager assistant etc.

### 5. OFFICIAL BASIS OF THE CERTIFICATE

<b>Name and status of the body awarding the certificate</b> Vyšší odborná škola ekonomická, sociální a zdravotnická, Obchodní akademie, Střední pedagogická škola a Střední zdravotnická škola, Most, příspěvková organizace Zdeňka Fibicha 2778/20 Most 43401 CZ public school	<b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b> Ministry of Education, Youth and Sports Karmelitská 7 118 12 Praha 1 Czech Republic
<b>Level of the certificate (national or international)</b> Upper secondary education completed by the Maturita examination <b>ISCED 344, EQF 4</b>	<b>Grading scale / Pass requirements</b> 1 excellent (výborný) 2 very good (chvalitebný) 3 good (dobrý) 4 satisfactory (dostatečný) 5 fail (nedostatečný) <i>Overall assessment::</i> Prospěl s vyznamenáním: Pass with Honours (the average mark is ≤ 1,5) Prospěl: Pass (an examination mark is not worse than 4) Neprospěl: Fail (the examination mark in one or more subjects is 5)
<b>Access to next level of education / training</b> ISCED 655/645/746, EQF 6	<b>International agreements</b>
<b>Legal basis</b> Law No. 561/2004 on Pre-school, Basic, Secondary, Post-secondary and Other Education (School Act) as amended by later regulations Ss. 22 and 24 of the Decree No. 177/2009 Coll., on Detailed Conditions for Completing Education by the School-leaving Examination in Secondary Schools, as amended.	

### 6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Description of vocational education and training received	Percentage of total programme	Duration
<ul style="list-style-type: none"> <li>• School- / training centre-based</li> </ul>	The ratio between theoretical education and practical training is defined by education providers themselves with regard to the respective educational programme and the employers' needs.	
<ul style="list-style-type: none"> <li>• Workplace-based</li> </ul>		
<ul style="list-style-type: none"> <li>• Accredited prior learning</li> </ul>		
Total duration of the education / training leading to the certificate		<b>4 years / 157 weeks</b>
<b>Entry requirements</b> Completed compulsory school education		
<b>Additional information</b> More information (including a description of the national qualifications system) available at: <a href="http://www.npicr.cz">www.npicr.cz</a> and <a href="http://www.eurydice.org">www.eurydice.org</a>		
<b>National pedagogical institute of the Czech Republic – National Europass Centre Czech Republic, Senovážné nám. 872/25, 110 00 Praha 1</b>		
		  stamp and signature <b>Done at Prague for the school year 2020/2021</b>

**(\*) Explanatory note**

The Certificate supplement provides additional information about the certificate and does not have any legal status in itself. Its format is based on the Decision (EU) 2018/646 of the European Parliament and of the Council of 18 April 2018 on a common framework for the provision of better services for skills and qualifications (Europass) and repealing Decision No 2241/2004/EC.

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