

1. TITLE OF THE CERTIFICATE (CZ)⁽¹⁾

**Vysvědčení o maturitní zkoušce z oboru vzdělání:
78-42-M/02 Ekonomické lyceum (denní studium)**

⁽¹⁾ In the original language

2. TRANSLATED TITLE OF THE CERTIFICATE⁽²⁾

**Maturita Certificate in:
78-42-M/02 Economic lyceum (full-time study)**

⁽²⁾ This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES

General competences:

- have general knowledge necessary for further study;
- organise and manage own study and objectively assess results;
- be familiar with various methods of learning, use sources of information well, show functional literacy;
- understand assignments or identify the cores of problems, exert variable solutions, work both independently and within a team;
- formulate views and attitudes verbally and in writing, communicate in one foreign language at level B1 and in another foreign language at the level of at least A2 of the Common European Framework of Reference for Languages, be motivated to deepen language competences;
- adapt to the changing social and economic conditions, be financially literate;
- have a basic overview of further studies, the opportunities in the labor market, the relations between employers and employees and decide responsibly about own career paths;
- use basic mathematics and the basic principles of physics and chemistry when needed in daily situations;
- work with the means of information and communication technologies, exploit adequate sources of information, handle information effectively;
- act ecologically and in compliance with the strategy of sustainable growth;
- support values of local, national, European and world cultures, recognize the value of life;
- have the social and cultural abilities necessary for civic life in a democratic society;
- apply the principles for health and safety at work, fire defence and fire prevention.

Vocational competences:

- work with the sources of economic and legal information and interpret it correctly;
- continuously monitor the latest developments in national, European and world economy and comment it on the basis of a separate evaluation of the economic context;
- apply the perspective of economic efficiency in solving economic problems;
- apply knowledge of economics, marketing, law and accounting in implementing the necessary economic calculations;
- process professional work, tasks and projects on his own, and effectively present the results of the work;
- have knowledge of the course of business activities;
- have knowledge of the activities of banks, insurance companies, building and loan associations and pension funds;
- perform calculations needed to assess the supply of banking and insurance products;
- bill routine accounting operations;
- have knowledge of the tax system;
- work out basic types of documents on a computer and effectively operate the computer keyboard;
- deal with clients and business partners, when dealing apply appropriate means of communication.



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

Graduate is employed in middle management in the field of economy, business, finance, public administration and services, in work activities related to the performance of the state and public administration at all levels and also in work activities related to the private business. Examples of possible jobs: economist, accountant, financial officer, marketing officer, sales representative, officer in the state administration, banking and insurance clerk.

5. OFFICIAL BASIS OF THE CERTIFICATE

Name and status of the body awarding the certificate Obchodní akademie T. G. Masaryka, Kostelec nad Orlicí, Komenského 522 Komenského 522 Kostelec nad Orlicí 517 41 CZ public school	Name and status of the national/regional authority providing accreditation/recognition of the certificate Ministry of Education, Youth and Sports Karmelitská 7 118 12 Praha 1 Czech Republic
Level of the certificate (national or international) Upper secondary education completed by the Maturita examination ISCED 344, EQF 4	Grading scale Result in the general section – success rate in % Czech language and literature, foreign language: more than 87 % to 100 % excellent - 1 more than 73 % to 87 % commendable - 2 more than 58 % to 73 % good - 3 44 % to 58 % sufficient - 4 0 % and less than 44 % insufficient - 5 Mathematics: more than 83 % to 100 % excellent - 1 more than 63 % to 83 % commendable - 2 more than 43 % to 63 % good - 3 27 % to 43 % sufficient - 4 0 % and less than 27 % insufficient - 5 Advanced Mathematics: more than 85 % to 100 % excellent - 1 more than 67 % to 85 % commendable - 2 more than 49 % to 67 % good - 3 33 % to 49 % sufficient - 4 0 % to less than 33 % insufficient - 5
Access to next level of education / training ISCED 655/645/746, EQF 6	International agreements
Legal basis 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"> • School- / training centre-based 	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"> • Workplace-based 		
<ul style="list-style-type: none"> • Accredited prior learning 		
Total duration of the education / training leading to the certificate		4 years / 4 096 lessons
Entry requirements Completed compulsory school education Additional information More information (including a description of the national qualifications system) available at: www.npicr.cz and www.eurydice.org		
National pedagogical institute of the Czech Republic – National Europass Centre Czech Republic, Senovážné nám. 872/25, 110 00 Praha 1		
		  stamp and signature Done at Prague for the school year 2020/2021

(*) 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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