

Learning Unit 4: Europass

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1 Europass Pre-Course Quiz (5 Questions)

Purpose: To assess learners' prior knowledge about Europass before starting the training.

Instructions: Choose the one best answer for each question.

1. What is the main purpose of the Europass platform?

- A. To search for job offers in national employment databases
- B. To store diplomas issued by European universities
- C. To help individuals present their skills and qualifications clearly across Europe
- D. To provide free language courses for EU citizens

✓ **Correct answer: C**

2. Which of the following documents can be created using Europass?

- A. Tax return report
- B. Visa application
- C. Curriculum Vitae (CV)
- D. University admission form

✓ **Correct answer: C**

3. Who can use Europass?

- A. Only EU citizens over 18
- B. Only jobseekers with university degrees
- C. Anyone living in Europe, regardless of age or employment status
- D. Only students enrolled in Erasmus+ programs

✓ **Correct answer: C**

4. How is Europass connected to the EQF (European Qualifications Framework)?

- A. Europass translates diplomas into all EU languages
- B. Europass helps users understand how their qualifications align with EQF levels
- C. Europass issues EQF diplomas
- D. EQF is a Europass document type

✓ **Correct answer: B**

5. What is ESCO in the context of Europass?

- A. A financial support program for European students
- B. A database of European job offers
- C. A tool for recognizing language certificates
- D. A classification system of skills, competencies, and occupations

✓ **Correct answer: D**

(Optional) 6. Have you ever used the Europass platform before?

- A. Yes, I have a profile and CV there
- B. I have visited the site but didn't create a profile
- C. I've heard of it but never used it

D. No, I'm not familiar with it at all

✓ **No correct answer – for profiling purposes only**

2 Introductory Video

Link to the Video: <https://www.youtube.com/watch?v=sOVPrVuiLc>

Transcript:

Welcome to your European career journey. Whether you're a student, job seeker, or vocational learner, Europass is here to help you take the next step. This unit offers self-learners an overview of what Europass is, what benefits it offers, and how it connects to key EU initiatives. Let's explore how Europass can open new doors for your future across Europe.

Europass is your personal career and learning assistant recognized all across Europe. It helps you present your skills, plan your next steps and find new opportunities. Especially for vocational learners, Europass gives visibility to your hands-on skills. You can build a profile, get recognized for your learning, and earn digital credentials that travel with you. With Europass you can explore job offers through the EURES portal, discover new training paths, assess your digital and language skills, and connect your qualifications with European standards like the EQF. The Europass platform gives you free access to powerful tools like a CV builder, cover letter editor, and skills self assessments.

With Europass, you're not just building a CV, you're building a future, get noticed by employers, apply across borders, and move confidently toward your goals. In this unit, you will find answers to the following questions:

What Europass is and how to use it. What benefits it offers within the European Union, why it is important for vocational learners to use it, what opportunities it opens up, how and which skills can be assessed, how it is related to the EU's systems for skills assessment and supporting labour mobility.

Start your Europass journey today. It's free, multilingual, and built to help you succeed.

3 Moderation Text

Welcome to this learning unit on Europass. In today's European education and labour market, being able to present your skills and qualifications clearly is essential. Europass is the EU's answer to this challenge a free, multilingual platform that helps individuals document, showcase, and share their learning and career achievements across Europe.

This unit introduces you to Europass as more than just a CV format. It is a comprehensive set of tools and services that support mobility, lifelong learning, and employability. Whether you are a student, a vocational learner, a jobseeker, or a teacher supporting learners, Europass can help you connect your skills with opportunities at national and European level.

Learning Objectives

Europass is an important tool because it helps individuals present their skills, qualifications, and experiences clearly and consistently across Europe. In addition, it simplifies job searching and mobility within the European Union and expands learning opportunities. The internationally standardized formats facilitate communication with employers and enhance credibility.

The aim of this unit is to provide vocational education teachers and trainers with an overview of Europass, its potential uses, benefits, and connections with various European Union systems.

By the end of this course, the learner will be able to:

- Understand the purpose and components of Europass
- Complete the various sections of the Europass CV form with confidence
- Know where to access additional information regarding the completion and use
- Recognize the connection between Europass and EU Initiatives - EQF, ESCO, EURES, EUROGUIDENCE and the Union of Skills.

This unit consists of four main topics

- **Topic 1: What is Europass?**
Understanding its history, aims, and why it is considered a personal career and learning assistant.
- **Topic 2: Europass Tools and Services**
Exploring the Europass CV, profile, mobility document, digital credentials, and more.
- **Topic 3: Europass in Context**
How Europass links to other EU initiatives like EQF, ESCO, EURES, and Euroguidance.
- **Topic 4: Benefits and Good Practices**
Practical examples of how learners, providers, and Erasmus+ projects use Europass to make skills visible and transferable.

Note:

- Throughout the unit, you'll find activities, quizzes, and real-life examples to help you see how Europass can be applied in practice.
- At the end, a glossary and resources will guide you to additional tools and references.
- You are encouraged to focus on the parts most relevant to your own needs and revisit them whenever necessary.

Estimated Time: Completing this unit will take approximately 90 minutes. Additional time may be needed to complete the learning exercises.

Modality: self- learning

Let's begin and discover how Europass can support you in building a profile that travels with you, strengthens your employability, and opens doors across Europe

4 What is Europass?

4.1 Brief history of Europass

1998–2004: The European Union launched several initiatives to promote mobility and transparency of skills, such as the **European CV** and **Mobility Document**.

2005: The **Europass framework** was officially launched by the European Parliament and Council to unify and simplify documentation of skills and qualifications across Europe.

2020: A **new digital Europass platform** was launched with modern tools like the digital profile, CV builder, and integration with **EQF** and **ESCO**, supporting both learners and jobseekers across the EU.

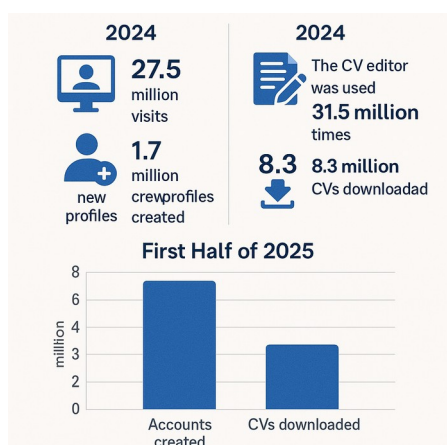
4.2 Aim of Europass

Europass aims to:

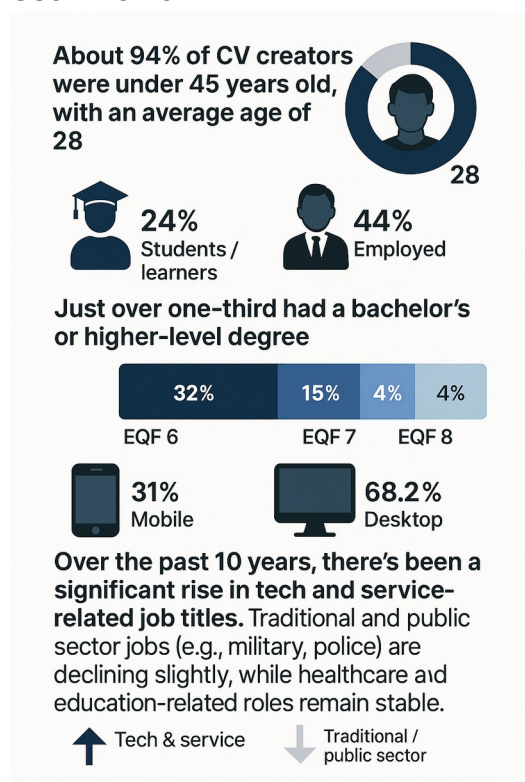
- Help individuals **present their skills, qualifications, and experiences** clearly and effectively across Europe.
- **Promote mobility** for learning and working within Europe
- **Support lifelong learning** and career development by providing digital tools.
- Enhance **transparency and comparability** of qualifications through links with the **European Qualifications Framework (EQF)** and the **ESCO** classification of skills and occupations.

4.3 Interesting facts about Europass

Platform Visits and Users



User Profile



4.4 What is Europass?

Europass is a framework aimed at simplifying the recognition of citizens' skills and qualifications between European Union countries, as well as supporting mobility for work or study abroad.

Europass is a web portal that brings together under one roof:

- all information related to learning and work mobility
- all services related to learning and work mobility
- the European Qualifications Framework (EQF)
- ENIC-NARIC – academic and professional recognition

<https://europass.europa.eu/en>

4.5 Europass Services

1. A free, secure environment with no additional purchase obligations
 2. Personal storage space
 3. All fillable forms available in 31 languages
- EU Login account

- Europass Profile – a platform for describing your skills and organising your documents, including:
 - Diplomas and certificates (Europass Digital Credentials)
 - Diploma and qualification supplements
 - Training certificates
 - Other certificates, licenses, competency attestations, digital badges

CV creation tool, including self-assessment of language skills (A1–C2) and digital skills test

- Cover letter creation tool
- Application management system
- Job interview preparation checklist
- Description of competencies and skills

4.6 Europass portal

- Launched in June 2020
- Web-based services (information is a sub-service)
- Online editor for CVs, cover letters, and job applications
- Language passport and DigComp digital skills test integrated into the CV form
- Checklist for preparing for job interviews
- QDR2 courses
- EURES job offers
- Connecting link to ESCO

Portal Principles

- Free of charge
- Secure (GDPR, e-IDAS)
- Data owner has control over their data:
 - Rights and duration of data sharing
 - Set of data to be shared
- Direction towards digitalisation of services
- Learning mobility certificate
- EDCL (European Digital Credentials for Learning)

Portal Security

- Data is not sold or shared with third parties
- Servers are located in Europe
- Blockchain technology is used
- Ad-free
- All General Data Protection Regulation (GDPR) requirements are followed
- Created profiles are not public and cannot be found via search engines

Europass LOG IN

- Two-Factor Authentication for Europass Login
- To access your Europass account, you must follow a two-step login process starting from March 2022. The purpose of this two-factor authentication is to ensure that your data is kept safe and secure.
- What do you need to do?
- Add a second device (a smartphone) to your EU LOGIN account.

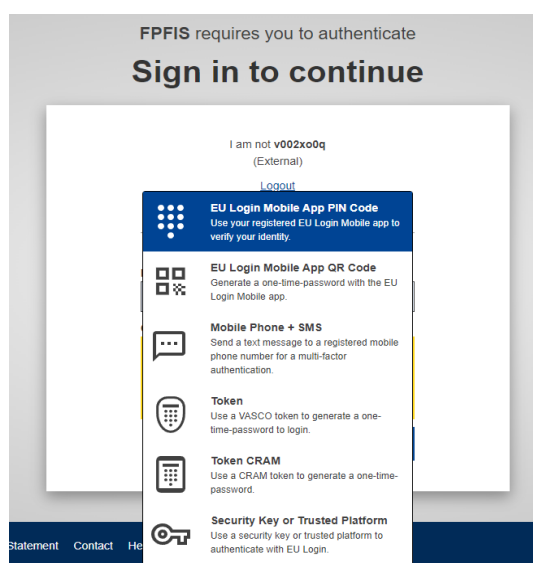
AND

Download the EU Login app to your phone (iOS or Android).

All information in your Europass account remains the same. This is simply an additional step to better protect your data.

Why do you need to do this?

- To ensure enhanced data security
- To reduce fraud
- To access your account from any system or environment without compromising your personal or sensitive information



5 Europass Tools and Services

5.1 Europass Tools

Europass consists of several different documents and tools designed to help individuals present their skills, qualifications, and experiences clearly and understandably across Europe. Here is an overview of the types of Europass documents:

Europass CV (Curriculum Vitae, look further information at 4.9.)

- The most well-known Europass document.
- Allows you to present work and education experience, language skills, competencies, and achievements in a standardised format.
- Can be created and saved on the Europass online platform.
- From 2026, an option has been added to create a CV without logging in.

Europass Cover Letter

- A complement to the CV.
- A structured template for writing a motivation or cover letter when applying for a job or study.
- Can be created directly within the Europass platform.

Certificate Supplement

- A supplementary document for vocational qualifications.
- Describes what the qualification entails, its level (including the EQF level), course content, and acquired skills.
- Does not replace the original certificate but explains its content for international understanding.

Diploma Supplement

- A supplementary document for higher education qualifications.
- Issued together with the diploma (e.g., bachelor's, master's degree).
- Contains information about the study content, level, system, and meaning of the qualification (including EQF level).
- Aims to simplify the recognition and understanding of qualifications abroad.

Europass Mobility Document

- A document describing what the individual has learned or done during an international learning or work experience (e.g., Erasmus+ internship, exchange program, internship abroad).
- Issued in cooperation between the sending and receiving institutions.
- Details the period, activities, and skills acquired.

Digital Europass Profile

- A personal account where you can add all your documents, skills, trainings, language competencies, etc.
- Enables creating professional profiles, saving CVs, and searching for job or training opportunities.
- Linked to EQF and ESCO, allowing better matching of skills with labor market needs.

5.2 Europass Profile

A Europass user can create a free Europass profile to gather all information about their qualifications and experiences in one secure online environment. The user can save in the Europass profile all details about their education, training, work experience, language skills, digital skills, projects, volunteering experience, and other relevant achievements. Personal diplomas, recommendation letters, and other documents can also be stored in the Europass library.

The Europass profile is a lifelong learning tool. By continuously updating and enriching the profile, users always have an up-to-date overview of their skills. Users who have created a Europass profile will receive job and course recommendations based on the information in their profile.

- The Europass profile can also be used by various organizations, offering services and support related to studies, career development, or voluntary work.
- Using Europass is free. Users can register and create a profile in one or several EU languages.
- Registered users have full control over their data and decide themselves with whom and for how long they want to share it.
- Europass never shares personal data without the user's consent.
- **Note!** When sharing, make sure to include any necessary files!

The profile can be used in several ways:

- **Employees** can map their work experience and manage their professional development.
- **Young people** can identify their skills and plan their careers.
- **Students** can document their academic+
 - o results and progress in education and training programs.

- **Volunteers** can record their volunteering experience.
- **Job seekers or career changers** can identify their skills and explore new career opportunities.
- **Job seekers** may be asked to create their profile as part of a job application process.
- The profile can be used as a **tool for validating non-formal and informal learning**, helping individuals document skills acquired throughout their lives.
- Teachers can use the profile to support students in building their own profiles, to prepare for mobility opportunities, or to document their own professional development when participating in training or international projects.

5.3 Europass CV

The Europass CV is one of the most well-known CV formats in Europe. It is user-friendly and familiar to employers and educational institutions.

First, you need to create your Europass profile, which includes information about your education, training, work experience, and skills. After creating the profile, you can generate as many CVs as you like with just a few clicks. Simply select the information you want to include in the CV, choose your preferred layout, and Europass will do the rest.

You can create, save, and share your CV in 31 languages. You can download your Europass CV, store it in the Europass library, and share it with employers, on EURES, or through other job search portals.

CV Composition: Personal information; Education; Work experience; Training; Language skills; Computer skills; Driving license availability

In addition, the Europass CV includes:

- Language skills A1–C2 (structured self-assessment)
- Communication and interpersonal skills
- Organizational skills
- Leadership and managerial skills
- Technical skills
- Digital skills – Digital Competence Test
- Hobbies, interests, other activities

Organizational Skills

- Strong analytical ability
- Organizational skills

- Logical thinking
- Detail-oriented
- Good time management skills
- Critical thinking
- Teamwork and ability to work independently
- Good communicator and negotiator

How to Create a Good CV?

Remember, your CV is the first opportunity to provide your future employer with information about your skills and experience.

It offers a quick overview of who you are, your skills, educational background, work experience, and other achievements.

- **Describe Your Experience Clearly**

Highlight the skills and experience that are important for the job you are applying for. Pay special attention to the details mentioned in the job advertisement.

- **Tailor Your CV to the Job Posting**

Be sure to update the “About Me” section to emphasize why you are the best candidate for this job. Do not include your complete detailed history—focus on facts and key points relevant to the position.

- **Make Sure Your CV Is Readable**

Ensure it is easy to read. Use clear and simple language. Use strong action verbs (e.g., “led”, “developed”, “increased”).

- **Use Reverse Chronological Order**

List your most recent experiences first, followed by earlier ones. If there are long gaps in your work or education history, include an explanation.

- **Review and Refine Your CV**

Make sure there are no spelling or grammar errors. Include a professional email address and a professional photo of yourself.

Cover Letter Tool Features

- Web form available in **31 languages**
- Can be created **with or without logging in** (based on a user profile)
- **Personal contact information** (who is sending/submitting the cover letter)

- **Recipient's details** (who the letter is addressed to)
 - Either a specific person or a general phrase like *"To whom it may concern"*
- **Content editor** for writing the body of the letter
- Option to **add a signature image**
- **Design templates** – 4 base templates and 6 color options
- **Save and share** from the file library
- **Downloadable**

5.4 Skills Assessment

5.4.1 Language Proficiency Assessment

- The self-assessment scale is based on the **Common European Framework of Reference for Languages (CEFR)** developed by the **Council of Europe**:
- Lowest: **A1**
Highest: **C2**
- Assessed skills include:
- **Listening**
- **Reading**
- **Spoken interaction**
- **Spoken production**

<https://europass.europa.eu/en/common-european-framework-reference-language-skills>

<https://www.coe.int/en/web/common-european-framework-reference-languages>

Video of CEFR:

https://www.youtube.com/watch?v=UAehOcVfr3Y&ab_channel=EnglishwithCambridge

5.4.2 Digital Skills Test

Digital skills self-assessment test based on **DigComp 2**
(Digital Competence Framework for Citizens)

Usable without logging in

EXAMPLE:

Communication and Collaboration

- **Advanced Level – Level 5**

- At the advanced level, you are able to find solutions for your needs and support others. This includes using digital technology for communication, file sharing, and collaboration. It also covers the use of digital services (e.g. online banking, e-commerce), behaving appropriately online, and managing your digital identity.
- **Examples of this area include:**
- Knowing **which communication tools and services** (e.g. phone, email, video conferencing, text messaging) are appropriate in different situations
- **Applying for a job via a digital platform** (e.g. filling out a form, uploading your CV and photo)
- **Editing shared online documents**
- **Behaving online appropriately** according to the context (e.g. formal or informal)

DigComp, the Digital Competence Framework for Citizens, identifies the key components of digital competence in five areas and 21 specific competences. It also describes eight proficiency levels, examples of knowledge, skills and attitudes, and use cases in education and employment contexts.

https://joint-research-centre.ec.europa.eu/projects-and-activities/education-and-training/digital-transformation-education/digital-competence-framework-citizens-digcomp_en

https://joint-research-centre.ec.europa.eu/digcompedu/digcompedu-framework/digcompedu-proficiency-levels_en

5.5 Extended features of the Europass platform

5.5.1 Job Listings: EURES Portal

Job offers are available **across Europe** through the EURES employment portal

- **AI (Artificial Intelligence)** attempts to **customize job offers** based on what you have marked as your:
- **Qualifications**
- **Interests** (marked in the system)
- **Education level**
- **Hobbies** (not necessarily professional)
- **Goals** (e.g. changing jobs, switching fields, studying, upskilling)
- **Country/countries** where you want to **study or work**

Sharing Your Profile with the EURES Portal

- **All EU citizens and adult temporary workers with official work permits** can share their **Europass profile** with the **EURES job portal**.
- **As of April 1, 2025, having a Europass, having a Europass profile in the EURES portal becomes mandatory.**
- The profile is shared with **potential employers** based on the **skills selected in the “My Skills” section**.

5.5.2 Learning Opportunities and Courses

Learning opportunities and courses are available across Europe from **national databases**, including: Belgium (FR+NL), Estonia, Ireland, Iceland, Greece, Latvia, Lithuania, Netherlands, Malta, Poland, Portugal, France, Sweden, Germany, Serbia, Slovenia, Czech Republic, Turkey, Hungary. **European digital learning certificates are authentic across the EU and hold the same value as equivalent paper certificates and diplomas.**

5.5.3 European Digital Credentials for Learning

The issuer and the validity of the qualification can be automatically verified. Based on blockchain technology

- A European Digital Credential for Learning (EDC) is a verifiable, digital version of a credential issued by an organisation to a learner to document their learning. These include diplomas, training certificates, micro-credentials, certificates of participation, and more. They can be issued in all EU and Europass languages and are signed with an electronic seal (a form of digital signature belonging to a trusted institution or organisation).
- As they are natively digital, you can quickly and easily share a credential with prospective employers, use them to apply for further training without needing to scan or copy your paper diploma, or present them in the context of recognition procedures. EDCs include a series of verification checks, allowing anyone viewing the credential to trust its origin and verify its validity and authenticity.
- If an institution issues you an EDC, you will receive it either directly deposited to your Europass wallet (available in your Europass Library) or via email, allowing you to upload the credential to your Europass wallet (or other compliant wallets).

- Your Europass wallet is a space within your Europass account where you can securely store your EDCs and from where you can easily share your credentials directly, and include them in your applications together with your CV, cover letter, and other pertinent documents.
<https://europass.europa.eu/en/european-digital-credentials-learning>

5.6 How you can Apply?



europass

Europass – Your Next Step

Apply for a job or internship in your field with a Europass CV



Create Your Profile
Create a free personal profile to showcase your skills, qualifications, and experience. The content is recognized across Europe.



Application Documents
Easily generate your CV and cover letter using the data in your profile.



Information Sharing
Choose what information to keep private and what to share on the Europass portal.



Skills Assessment
Assess your skills and set your career and learning goals.



Custom Versions
Create multiple versions of your CV, cover letter, and motivation letter to suit different needs.



Job and Learning Opportunities
Find job offers and learning opportunities across Europe.

6 Learning Video: Making Skills visible and Transferable with Europass

Link to the video: <https://www.youtube.com/watch?v=-v4Gxu9Fijg>

Transcript:

Welcome to Europass unit 4. Is it really so important to measure skills and make them visible?

In today's fastchanging world, having skills is not enough. It's essential to measure them, make them visible, and explain them clearly.

Employers and educators need transparent, reliable information about what you can do in a format that is easy to understand and use across different roles, sectors, and countries. When your skills are well documented, visible and transferable, you open doors to the right job, internship or training opportunity.

Europass helps you to do exactly that. Turning your abilities into a clear and trusted language across Europe. But how to make your skills visible and transferable?

In vocational education, it's not enough just to learn. You need to make your skills visible. Europass gives you the tools to describe, document, and demonstrate your competences in a way that employers and educators across Europe understand. Whether it's digital skills communication, or languages, Europass helps you prove what you can do. But what about the language skills?

With regard to language skills, Europass uses the common European framework of reference for languages or CFR. You can rate yourself from A1 beginner to C2 proficient. This makes your language abilities comparable, credible, and easy to understand no matter where you're applying.

But how are digital skills measured? Europass also uses the Dig Comp framework to help you describe your digital skills. This includes five key areas. Information and data literacy, communication and collaboration, digital content creation, safety, problem solving. You can self assess, track progress, and make your digital strengths visible and sharable.

How about practical skills and documentation? During your vocational training or workplacements abroad, you gain hands-on experience with Europass Mobility and the skills profile. You can record what you've done and have it validated by your school and the host organization. This turns your practical skills into recognized, sharable proof.

To wrap it all up and highlight the key benefits for vocational students and trainers, EUROPASS is more than just a document. It's your personal skills portfolio that helps you showcase your knowledge and abilities clearly. As a vocational student, EUROPASS offers several important benefits. Easier applications for internships and jobs. Europas's standardized and clear CV and skills profile help you present your abilities and experience effectively, making it easier and more trustworthy to apply for work or internships across Europe. Official documentation of hands-on skills. The practical skills and experiences you gain during training and work placements can be officially validated and added to your Europass mobility document or skills profile. This means your realworld abilities are recognized and proven, increasing your competitiveness in the job market. A single place to track your learning and development. Europass lets you keep all your training, courses, and placement

information securely in one digital platform, making your learning journey transparent and easy to share with future employers or educators.

International recognition and mobility.

Europass is used across all EU countries, so your skills and qualifications are clearly understood and recognized throughout Europe. This opens doors for study, internships, or work abroad without having to start from scratch.

Increased confidence and motivation. Seeing your skills clearly documented and acknowledged helps build your confidence and motivates you to keep learning and developing for VET educators and trainers.

Europass also offers meaningful benefits. Support for career guidance and application training. 🤖 Teachers can use Europass to help students prepare CVs, document their skills, and simulate job applications, giving them a practical, real world tool for career readiness. Better understanding of learners' competences by reviewing students Europass profiles, educators gain insights into individual strengths, development areas, and achievements, enabling more tailored teaching and feedback. Efficient documentation of learning outcomes. Europass helps educators track and record learning progress and mobility experiences in a structured way, supporting internal quality assurance and reporting processes, facilitating international cooperation and transparency.

Europass documents are recognized across Europe, making it easier for teachers to collaborate with international partners, prepare students for mobility, and align qualifications and expectations.

Europass enhances collaboration between teachers and learners and helps make learning more meaningful. A better way for a mobile tomorrow.

7 Learning Activity Europass Tools

EUROPASS TOOLS: drag & drop Europass tools to their purpose

Instructions:

Match each **Europass Tool** on the left with its correct **Purpose** on the right.

Europass Tools (Drag these to match)	Purpose (Aim to match correctly)
1. Europass CV	A. Stores all education, skills, and experience in one online place
2. Europass Cover Letter	B. Documents international learning or training experiences
3. Europass Profile	C. Helps write a structured, formal letter to accompany a job application
4. Europass Mobility	D. Explains the content and level of a vocational qualification
5. Certificate Supplement	E. Standardized way to present your skills and work history
6. Diploma Supplement	F. Offers verifiable, digital proof of qualifications and achievements
7. Digital Credentials	G. Describes a higher education diploma in detail for recognition across borders

Answer Key (for educators or self-check):

- 1 → E
- 2 → C
- 3 → A
- 4 → B
- 5 → D
- 6 → G
- 7 → F

8 Learning Activities

8.1 Europass Profile

- **Create your Europass profile**

Learner logs in to Europass.eu and creates their own profile

<https://europass.europa.eu/select-language?destination=/node/1>

- **My Skills and Strengths**

Task: Describe at least 3 personal or professional skills that you've developed through work, studies or projects. Add them to the "Skills" section of your Europass profile

Example: teamwork, time management, customer service.

Guiding question: What skill have you received positive feedback on? In what context did you use it?

8.2 Skills Assessment

8.2.1 Language Skills

- Add at least 2 languages you can speak to your profile. Self-assess your skills in listening, reading, speaking, and writing.
- Use the *CEFR* scale (e.g., A2, B1, C1).
- **Example:** English – B2, Russian – A2
Tip: Europass includes a language self-assessment tool to help determine your level

Common European Framework of Reference for Languages - Self-assessment grid

		A1 Basic User	A2 Basic User	B1 Independent user	B2 Independent user	C1 Proficient user	C2 Proficient user
Understanding	Listening	I can understand familiar words and very basic phrases concerning myself, my family and immediate concrete surroundings when people speak slowly and clearly.	I can understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. very basic personal and family information, shopping, local area, employment). I can catch the main point in short, clear, simple messages and announcements.	I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure, etc. I can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.	I can understand extended speech and lectures and follow even complex lines of argument provided the topic is reasonably familiar. I can understand most TV news and current affairs programmes. I can understand the majority of films in standard dialect.	I can understand extended speech even when it is not clearly structured and when relationships are only implied and not signalled explicitly. I can understand television programmes and films without too much effort.	I have no difficulty in understanding any kind of spoken language, whether live or broadcast, even when delivered at fast native speed, provided I have some time to get familiar with the accent.
	Reading	I can understand familiar names, words and very simple sentences, for example on notices and posters or in catalogues.	I can read very short, simple texts. I can find specific, predictable information in simple everyday material such as advertisements, prospectuses, menus and timetables and I can understand short simple personal letters.	I can understand texts that consist mainly of high frequency everyday or job-related language. I can understand the description of events, feelings and wishes in personal letters.	I can read articles and reports concerned with contemporary problems in which the writers adopt particular attitudes or viewpoints. I can understand contemporary literary prose.	I can understand long and complex factual and literary texts, appreciating distinctions of style. I can understand specialised articles and longer technical instructions, even when they do not relate to my field.	I can read with ease virtually all forms of the written language, including abstract, structurally or linguistically complex texts such as manuals, specialised articles and literary works.
Speaking	Spoken interaction	I can interact in a simple way provided the other person is prepared to repeat or rephrase things at a slower rate of speech and help me formulate what I'm trying to say. I can ask and answer simple questions in areas of immediate need or on very familiar topics.	I can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar topics and activities. I can handle very short social exchanges, even though I can't usually understand enough to keep the conversation going myself.	I can deal with most situations likely to arise whilst travelling in an area where the language is spoken. I can enter unprepared into conversation on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events).	I can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible. I can take an active part in discussion in familiar contexts, accounting for and sustaining my views.	I can express myself fluently and spontaneously without much obvious searching for expressions. I can use language flexibly and effectively for social and professional purposes. I can formulate ideas and opinions with precision and relate my contribution skillfully to those of other speakers.	I can take part effortlessly in any conversation or discussion and have a good familiarity with idiomatic expressions and colloquialisms. I can express myself fluently and convey finer shades of meaning precisely. If I do have a problem I can backtrack and restructure around the difficulty so smoothly that other people are hardly aware of it.
	Spoken production	I can use simple phrases and sentences to describe where I live and people I know.	I can use a series of phrases and sentences to describe in simple terms my family and other people, living conditions, my educational background and my present or most recent job.	I can connect phrases in a simple way in order to describe experiences and events, my dreams, hopes and ambitions. I can briefly give reasons and explanations for opinions and plans. I can narrate a story or relate the plot of a book or film and describe my reactions.	I can present clear, detailed descriptions on a wide range of subjects related to my field of interest. I can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.	I can present clear, detailed descriptions of complex subjects integrating sub-themes, developing particular points and rounding off with an appropriate conclusion.	I can present a clear, smoothly-flowing description or argument in a style appropriate to the context and with an effective logical structure which helps the recipient to notice and remember significant points.
Writing	Writing	I can write a short, simple postcard, for example sending holiday greetings. I can fill in forms with personal details, for example entering my name, nationality and address on a hotel registration form.	I can write short, simple notes and messages. I can write a very simple personal letter, for example thanking someone for something.	I can write simple connected text on topics which are familiar or of personal interest. I can write personal letters describing experiences and impressions.	I can write clear, detailed text on a wide range of subjects related to my interests. I can write an essay or report, passing on information or giving reasons in support of or against a particular point of view. I can write letters highlighting the personal significance of events and experiences.	I can express myself in clear, well-structured text, expressing points of view at some length. I can write about complex subjects in a letter, an essay or a report, underlining what I consider to be the salient issues. I can select a style appropriate to the reader in mind.	I can write clear, smoothly-flowing text in an appropriate style. I can write complex letters, reports or articles which present a case with an effective logical structure which helps the recipient to notice and remember significant points. I can write summaries and reviews of professional or literary works.

Common European Framework of Reference for Languages (CEF): © Council of Europe

<https://europass.europa.eu/en>

8.2.2 Digital Skills

Test your digital skills!

[https://europa.eu/europass/digitalskills/screen/home?](https://europa.eu/europass/digitalskills/screen/home?referrer=epass&route=%2Fen&fbclid=IwY2xjawLbBpBleHRuA2FibQ1xMABicmlkETBpT3l6NDAwWmhZRHJnVGpwAR7-EBerR1cilurgbBkk1622CRIDvKHTCuqioeSGAD0gasCMSqq_mmcRUKs-eg_aem_y05WVeG6MC9-DiSg1zQOyg)

[referrer=epass&route=%2Fen&fbclid=IwY2xjawLbBpBleHRuA2FibQ1xMABicmlkETBpT3l6NDAwWmhZRHJnVGpwAR7-EBerR1cilurgbBkk1622CRIDvKHTCuqioeSGAD0gasCMSqq_mmcRUKs-eg_aem_y05WVeG6MC9-DiSg1zQOyg](https://europa.eu/europass/digitalskills/screen/home?referrer=epass&route=%2Fen&fbclid=IwY2xjawLbBpBleHRuA2FibQ1xMABicmlkETBpT3l6NDAwWmhZRHJnVGpwAR7-EBerR1cilurgbBkk1622CRIDvKHTCuqioeSGAD0gasCMSqq_mmcRUKs-eg_aem_y05WVeG6MC9-DiSg1zQOyg)

8.3 Extended Features of Europass

Discussion:

What is the Skills Profile and how can learners use it to self-reflect?

Why digital credentials matter in vocational education?

9 Europass and EU Initiatives

9.1 EUROPASS and EQF

The European Qualifications Framework (EQF) is an initiative of the European Union aimed at harmonizing education levels across different countries to make the understanding and comparison of qualifications easier throughout Europe.

Here are the key principles of the EQF:

- 8 levels that describe the level of skills, knowledge, and competence based on learning outcomes (ranging from basic education to doctoral level).
- Learning outcomes—not just the duration or title of a qualification—define the level. This refers to what a person *knows*, *understands*, and *is able to do* after completing their studies.
- Transparency and comparability: Understanding qualifications from different countries becomes easier—for example, comparing vocational secondary education in Estonia with that in Germany or Spain.
- Mobility for work and learning: Helps employers and educational institutions assess the qualifications of candidates from other countries.
- Example:
Level 4 = typically general or vocational secondary education
Level 6 = Bachelor's degree
Level 8 = Doctorate

For further information explore UNIT 3

<https://europass.europa.eu/en/europass-digital-tools/european-qualifications-framework>

<https://europass.europa.eu/en/description-eight-eqf-levels>

9.1.1 How is Europass related to the EQF?

LINK BETWEEN THE EQF AND EUROPASS

Europass and the European Qualifications Framework (EQF) are closely connected tools designed to support learning, professional mobility, and transparency across European labour markets and education systems

Example:

If a person from Estonia adds their professional qualification certificate to their Europass profile and it corresponds to EQF level 5, this level is shown automatically. It helps a foreign employer understand that the qualification is comparable to, for example, a vocational higher education qualification in Germany.



Find out more:
<https://gemini.google.com/share/10089ab21a10>

STANDARDISED PRESENTATION OF QUALIFICATIONS

Europass documents (e.g., Europass CV, Certificate Supplement, Diploma Supplement) enable individuals to present their education and skills. These documents can include the EQF level (1–8) of a qualification, helping employers or educational institutions understand the qualification's level in a European context.

INCREASED TRANSPARENCY

The EQF helps compare qualifications across countries and education systems. By including EQF levels in Europass documents, individuals make their qualifications more understandable to those unfamiliar with their national system.

SUPPORTING WORK AND STUDY OPPORTUNITIES IN EUROPE

Including the EQF level in Europass supports mobility across the EU, making it easier for employers, universities, and authorities to assess the level of a person's education or training across borders.

DIGITAL INTEGRATION

The updated digital Europass platform automatically uses EQF references where defined nationally and links a person's skills and qualifications with the EQF and ESCO (European Skills, Competences, Qualifications and Occupations classification).

9.2 Supporting networks

- **Euroguidance** – a network of career counsellors that promotes the opportunities offered by Europass
- **ENIC/NARIC** – a network for the recognition of diplomas, certificates, and qualifications, which benefits most from digital certificates (technical possibilities for automatic recognition)
- **EURES** – a network of national employment services that links Europass profiles with job offers

SUPPORT SYSTEMS

- **ESCO** – the basis for structuring the entire service package
- **QDR2** – a database of learning opportunities and courses

9.2.1 EURES

EURES (European Employment Services) is a cooperation network designed to facilitate the free movement of workers within the European Economic Area (EEA). It provides information, guidance, and recruitment/placement services for both jobseekers and employers. EURES is coordinated by the European Labour Authority and includes public employment services, trade unions, and employers' organizations. The network offers a job mobility portal, access to job opportunities across Europe, and personalized support through EURES advisers.

Link Between EURES and Europass

LINK BETWEEN EURES AND EUROPASS

EURES and Europass are closely connected, as both are EU initiatives aimed at supporting labour mobility and transparency of skills and qualifications across Europe

EURES (European Employment Services) is a cooperation network designed to facilitate the free movement of workers within the European Economic Area (EEA). It provides information, guidance, and recruitment/placement services for both jobseekers and employers

SIMPLIFIED JOB APPLICATIONS FOR JOBSEEKERS

The Europass CV and cover letter follow European standards and can be used directly through the EURES portal.

If you have a Europass account, you can make your CV visible in EURES, allowing employers to find you easily.

DIGITAL PRESENTATION OF SKILLS AND QUALIFICATIONS

Through Europass, users can store and present documents that prove education, training, language skills, etc. – which supports cross-border job applications via EURES

PLATFORM INTEGRATION

Europass and EURES are technically integrated: users can easily move from Europass to job search features on EURES, and vice versa.

CAREER PLANNING AND GUIDANCE

Both offer career development tools – Europass focuses more on skills mapping and self-assessment, while EURES provides job and traineeship opportunities across Europe.



Find out more https://eures.europa.eu/index_en

9.2.2 EUROGUIDANCE

The Euroguidance Network is a network of **national resource and information centres** for guidance. It is a co-operation of centres throughout European countries which link together the Careers Guidance systems in Europe. The main target group of Euroguidance is guidance practitioners and policy makers from both the educational and employment sectors in EU and EEA member states and in candidate countries.

All Euroguidance centres share three common goals:

- to support the development of the European dimension of lifelong guidance.
- to support competence development of guidance practitioners and raise their awareness on the value of international mobility.
- to provide information and communication on the European dimension of guidance.

<https://euroguidance.eu/about-us>

The Link Between Europass and Euroguidance

THE LINK BETWEEN EUROPASS AND EUROGUIDANCE BETWEEN

Europass and Euroguidance are both European initiatives that support lifelong learning, career development, and mobility across Europe, but they do so from slightly different angles and often work in synergy

COMPLEMENTARY OBJECTIVES

Europass helps individuals document and present their skills, qualifications, and experiences in a clear and standardized way.
Euroguidance supports career guidance professionals and promotes international mobility by helping people understand learning and work opportunities across Europe.

SUPPORT FOR CAREER GUIDANCE

Euroguidance professionals often recommend using Europass tools (e.g., the Europass CV or Skills Profile) when advising students, jobseekers, or career changers.

Europass, in turn, provides practical tools that career advisers can use to help individuals plan and document their learning and career paths.

SHARED GOALS

Both networks aim to:
Improve the transparency of skills and qualifications.
Support mobility for learning and working abroad.
Provide resources and guidance to help people make informed career and education choices.

NATIONAL-LEVEL COOPERATION

In many countries, Euroguidance centres and Europass centres work closely together to deliver coordinated information sessions, training, and guidance services.



Find out more <https://euroguidance.eu/about-us>

9.2.3 ESCO

Europass and ESCO (European Skills, Competences, Qualifications and Occupations) are two key initiatives by the European Union that work closely together to promote transparency and mobility in the European labor market and education sector.

ESCO works as a dictionary, describing, identifying and classifying professional occupations and skills relevant for the EU labour market and education and training. Those concepts and the relationships between them can be understood by electronic systems, which allows different online platforms to use ESCO for services like matching jobseekers to jobs on the basis of their skills, suggesting trainings to people who want to reskill or upskill.

9.2.4 How do Europass and ESCO work together?

ESCO is deeply integrated into the Europass platform to enhance its functionality and provide more precise and standardized information.
Here are the main ways they connect:

1. Standardized Terminology for Skills and Occupations:

Europass users can choose from a pre-defined list of occupations and skills in their Europass Profile and CV, which are powered by ESCO. This ensures consistency and makes it easier for employers and education providers across different countries to understand an individual's profile.

When describing work experience, users can select an ESCO occupation or use free text, but the ESCO framework provides a common reference point.

2. Detailed Information and Skill Suggestions:

Europass leverages ESCO to provide full descriptions of occupations and their associated skills. Users can access this information directly within Europass to better understand job requirements and identify their own skill gaps.

In the "My Skills" section of Europass, ESCO provides skill suggestions to help users build a comprehensive skill profile.

3. Labor Market Intelligence:

Europass uses ESCO data to power its "Job & Skill Trends" tool. This tool provides insights into in-demand occupations and the most relevant skills for those occupations across EU countries. This helps individuals make informed career decisions and identify relevant training opportunities.

ESCO's structured data also facilitates big data analysis of job vacancies, helping to identify skill trends across Europe.

4. Improved Job Matching and Mobility:

By using a common language for skills and occupations, ESCO helps improve online and skill-based job matching services, including those offered by EURES (the European Job Mobility Portal).

This standardization supports the free movement of workers and learners across Europe by making qualifications and skills more transparent and comparable.

In essence, ESCO provides the structured, multilingual vocabulary for skills and occupations, while Europass is the practical platform that uses this vocabulary to help individuals present their abilities, explore opportunities, and navigate the European labor market and education landscape more effectively.

<https://esco.ec.europa.eu/en>

9.2.5 Other EU platforms and tools - Union Skills

Union Skills (often referred to as transversal skills or key competences in the EU context) are essential, transferable skills that are important for personal development,

active citizenship, social inclusion, and employment across all sectors and jobs within the European Union.

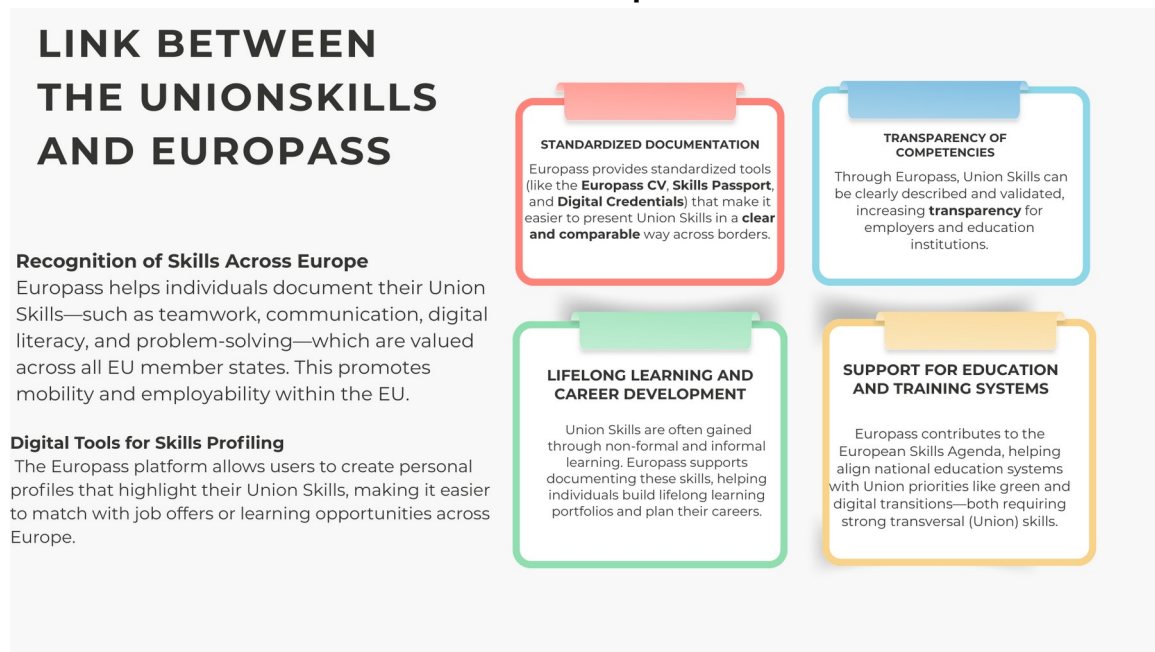
These skills are called “Union Skills” because they are recognized and promoted across the European Union as part of EU education and training policies.

Why They Matter

- They are not job-specific but useful in any job or education path.
- Promote mobility across the EU labor market.
- Support lifelong learning and personal growth.
- Help individuals adapt to digital and green transitions

https://www.cedefop.europa.eu/files/communication_-_union_of_skills.pdf

Connections between Union Skills and Europass



10 Activity: EU Initiatives - Drag & Drop Exercise

Instructions:

Match each EU Initiative on the left with its correct Description on the right by writing the correct letter (A–F) next to each number.

EU Tools / Initiatives	Descriptions (Aim to match correctly)
1. EQF	A. Harmonizes education levels across Europe.
2. ESCO	B. Classifies occupations, skills, and qualifications.
3. EURES	C. Supports worker mobility and provides employment services.
4. Euroguidance	D. Connects guidance systems and supports professionals.
5. EDC	E. Secure digital version of diplomas and certificates.
6. Union Skills	F. Transferable skills for development and employment.

Answer Key

1 -> A

2 -> B

3 -> C

4 -> D

5 -> E

6 -> F

Additional reading:

https://www.cedefop.europa.eu/files/communication_-_union_of_skills.pdf

Podcast: Initiatives and Europass

11 Podcast: EU Initiatives and Europass

Link to the Podcast:

<https://bildungsportal.sachsen.de/opal/auth/RepositoryEntry/49845567496/CourseNode/1759286400117471006>

Podcast Transcript

Person 1: Welcome to the deep dive. Ever feel like your skills, your qualifications, they just get lost in translation when you look across borders like you know you have this map, but it only works in your country, and trying to navigate somewhere else in Europe feels awful. Confusing. It's a real thing for lots of people. But what if there was a kind of universal system? Something to make it all transparent and easier for you to understand? Well, today we're doing a deep dive into exactly that European Union's really quite clever set of tools. They're all interconnected, and they're designed specifically to simplify things like qualifications, skills, finding jobs, moving around, especially within Europe. We've gathered a whole pile of official EU documents, resources all about things like Euro pass, the EQR and Euroguidance. Our mission really is to sift through it all, pull out the key insights, and show you how these systems link up to open doors across the continent. #00:00:53-2#

Person 2: Absolutely. And the big picture here, I think, is that these aren't just, you know, bureaucratic boxes to tick. They actually create a common language, a shared way of understanding education and jobs. It genuinely makes moving, learning, working across different European countries significantly easier. It's about building bridges.

Person 1: Okay, let's start digging into that. The foundation for all this transparency seems to be the European Qualifications framework, the EQF. We know it's about harmonising education levels, right. But what's the real game changer about it?

Person 2: The absolute core idea, and this is what makes it different is the focus on learning outcomes. It's a fundamental shift. It's not just about the name of your certificate or how many years you've studied. It's about what you actually know and what you understand and what you're able to do afterwards. The EQF uses an eight level framework, and each level is defined by these outcomes. It really empowers the individual because your skills become the currency, not just the diploma title.

Person 1: Right. That makes a huge difference. So for you, the listener, this means real transparency, real comparability. You can actually compare, let's say, vocational training from Estonia with something similar in Germany or Spain. And it makes sense. And that obviously helps if you want to work or study abroad because employers or schools can actually understand your qualifications.

Person 2: Exactly. And just to make it concrete. Think of the levels roughly like: level 4 that's often your secondary education. General or vocational. Level six is typically bachelor's degree level. Level eight is doctorate level, and each step up describes

more complex knowledge skills and uh, competence or autonomy. So level one is quite basic knowledge working under supervision. Level eight is, you know, pushing the boundaries, leading research, real top level stuff. It covers a huge range.

Person 1: And this hasn't just stayed on tape or has it. It was set up what, 2008 then revised in 2017. And now it's used across all the EU member states, plus uh, quite a few other countries too.

Person 2: That's right. All 27 EU members are on board. And then you've got 11 other countries Iceland, Liechtenstein, Norway, plus countries like Albania, Serbia, Turkey, Switzerland. They're all working on linking their national frameworks to the EQF. It's a genuinely massive collaborative effort.

Person 1: Okay, so the EQF gives us this common map, but how do you personally use this map? That's where Europass comes in, right? It's closely linked.

Person 2: Yes. Europass is kind of your personal toolkit for using this system. It provides standardised documents. Yeah. Europass CV is probably the best known, but also things like a certificate supplement or diploma supplement. And the crucial bit is, these documents can show the EQF level of your qualification. So take that Estonian certificate again. If it's at EQF level 5, Europass can display that an employer in Germany sees EQF level five and immediately understands its level, maybe comparing it to their own vocational education. It cuts right through the jargon.

Person 1: That sounds incredibly useful. Yeah, streamlined and Europass works with another key piece of this puzzle. ESCO. What exactly is ESCO and why is it so important for standardising skills?

Person 2: Language ESCO stands for European Skills, competencies, qualifications and occupations. Think of it as a well a highly structured multilingual dictionary or taxonomy. It's standardises the terms we use for jobs, skills, competencies, qualifications, everything. It's massive. We're talking about, uh, nearly 3000 different occupations and over 13,500 concepts for skills, competencies and knowledge. And it's all translated into 27 languages. So project management means the same thing. Whether you're applying for a job in Warsaw or Madrid, it removes ambiguity.

Person 1: Wow. Okay. A universal translator for the world of work. So how do Europass and Isco actually work together? What's the benefit for you?

Person 2: The integration is really deep. When you build your Europass profile or CV, you can pick occupations and skills from lists that are powered by ESCO. So standardised terms right from the start. Yeah. Your pass also uses ESCO to give you full descriptions of jobs and the skills usually needed for them. It can even suggest skills you might want to add to your profile based on ESCO data.

Person 1: Uh, so it helps you describe yourself better.

Person 2: Exactly. And there's more. Europass has a tool called Job and Skill Trends that uses ESCO data to showing you which jobs and skills are in demand across different EU countries. Real labour market intelligence. Yeah. And fundamentally, by using this shared ESCO language it makes online job matching much, much better.

Person 1: Right. So putting it all together, it means your skills and qualifications can basically speak a common European language, making you much more visible and understandable across borders. Okay, so you've got your qualifications mapped with EQF presented clearly with Europass using ESCO language. Now, how do you find those jobs across Europe? Let's talk about URIs.

Person 2: Right. EURES. EURES is the European job mobility portal and network. It's a cooperative effort coordinated now by the European Labour Authority. Its whole purpose is to make it easier for workers to move freely within the European Economic Area. That's the EU, plus Iceland, Liechtenstein and Norway and Switzerland is also involved. It provides information, guidance and actual recruitment services for both job seekers and employers looking to hire internationally.

Person 1: And what kind of practical help does EURES actually offer? What can you expect?

Person 2: Well, quite a lot actually. The EURES portal itself has thousands of job vacancies listed from all participating countries. You can also upload your CV there, but it's not just a job board. It provides really important information on living and working conditions, taxes, social security, labour law, differences. You know, the practical stuff.

Person 1: Yeah. The tricky bit.

Person 2: Exactly. And guidance on labour market trends qualification recognition. Plus there are hundreds of human EURES advisors usually based in national public employment services. They offer personalised support, CV checks, interview tips for cross border jobs, sometimes even organising job fairs. And they run specific programs like the Targeted Mobility Scheme or TMS. This can offer financial support for things like travel for an interview abroad, relocation costs, even language training for jobseekers over 18.

Person 1: That sounds incredibly supportive. And you mentioned EURES and Europass work together. How seamless is that connection? #00:06:55-1#

Person 2: It's designed to be very smooth. Your Europass CV, because it uses that standard European format, can be directly used on the euros portal, and if you have a Europass account, you can actually choose to make your CV searchable within the tourist database, so employers using us to recruit can find you directly. The platforms

are technically linked up to make moving between creating your profile and searching for jobs really straightforward.

Person 1: Makes sense. Now there's another name that often comes up Euroguidance. How does that differ from Europass? Who is it really for?

Person 2: Euroguidance is a bit different. Its main audience isn't directly the individual job seeker or student, but rather the people who advise them. So career guidance practitioners and policy makers. It's a network of national centres focused on strengthening the European dimension in career guidance. Their goals are more about supporting guidance professionals, helping them develop their skills for advising on international mobility and providing them with information about opportunities and systems across Europe.

Person 1: Ah, okay. So it's more about supporting the supporters, the advisors. How does it connect with Europe?

Person 2: Exactly. Supporting the enablers. They have complementary roles. Europass gives individuals the tools to document their skills. Euroguidance helps the professionals who guide those individuals on how to use tools like Europass effectively, especially for international mobility. You'll often find Euroguidance practitioners actively recommending Europass. They share those core goals making skills transparent, supporting mobility. And in many countries the national Europass and Euroguidance centres work very closely, sometimes even co-located.

Person 1: Right? It's all part of that interconnected ecosystem. Okay, let's shift slightly beyond the formal qualifications and job specific skills. There are those abilities that are valuable everywhere, right? The EU talks about union skills. What are these?

Person 2: Yes union skills. You might also hear them called transversal skills or key competencies. These are essentially the fundamental transferable skills that are important for well, pretty much everything personal growth, being an active citizen, social inclusion and definitely for employment. They're valuable across all jobs, all sectors throughout the EU. And they're called union skills because the EU actively promotes them through its education and training policies as being vital for everyone.

Person 1: So kind of like the essential toolkit for life and work in modern Europe. What are these key skills we should all be aware of?

Person 2: The main framework lists eight key competencies. This starts with the basics literacy, reading and writing effectively and multilingual competence. Knowing more than one language, which is obviously huge in Europe. Then you have mathematic competence and competence in science, technology and engineering STEM skills basically and crucially today digital.

Person 1: Competence using tech confidently and critically. Got it.

Person 2: What else? Then there's personal, social and learning to learn competence. This is about self-awareness. Teamwork, managing your own learning process. Really vital soft skills. Citizenship. Competence. Understanding society. Democracy. Participating actively entrepreneurship, competence, creativity, taking initiative, planning, managing risk and finally cultural awareness and expression. Competence. Appreciating diversity. Expressing yourself creatively to really broad set.

Person 1: It really covers a lot of ground. Why are these union skills considered so incredibly important for people wanting to thrive in Europe?

Person 2: Well, because they're not tied to one specific job. They make you adaptable. They boost your mobility because employers everywhere value communication, digital skills, problem solving. They're also fundamental for lifelong learning. Being able to learn how to learn is critical as jobs change, and they're seen as essential for navigating big shifts like the digital transformation and the green transition. They build resilience.

Person 1: And how does something like Europass help you actually show that you have these often quite intangible skills?

Person 2: That's a key function of Europass. It's specifically designed to help you articulate and document these union skills. Think teamwork, communication, digital literacy. Because the Europass format is standardised, it helps present these skills in a way that's understood across borders. You can use the CV, the skills passport feature, even the new digital credentials to showcase them. It also encourages you to think about skills gained outside formal education through volunteering projects. Non-Formal learning it helps you build that complete picture, that lifelong learning portfolio, which is great for career planning.

Person 1: Wow. Okay. We've really covered a lot of ground today from the EQF setting the foundation for understanding qualifications to Europass and ESCO helping you communicate your skills universally. Then your EURES and Euroguidance, supporting your job search and career navigation, and finally highlighting those vital transferable union skills that underpin everything. It really is like a complete toolkit for navigating opportunities in Europe.

Person 2: It really is. And I think the key takeaway is that these aren't just abstract concepts for, you know, forms to fill out. They are practical, interconnected systems. They're genuinely designed to empower you, to help you navigate your learning, your career across this incredibly diverse continent. They make your knowledge, your skills, truly portable. It opens up possibilities.

Person 1: So thinking about all these EU tools designed to work together, here's something to consider. How might actively documenting all your learning, not just the

degrees, but the skills from that side project, the volunteer work, everything? How might that fundamentally change how you see your own career mobility? Not just within Europe, but maybe even globally.

12 Benefits of EUROPASS in VET

12.1 Usefulness of Europass for Vocational School Students

- **Showcasing Skills and Qualifications**

Europass helps vocational students clearly present their practical skills, work experience, and qualifications in a standardized and professional format (e.g., through the Europass CV and Skills Profile).

- **Supporting Job Applications**

Students can use Europass to create a modern CV and apply for jobs, apprenticeships, or internships both in their home country and across Europe.

- **Easier Mobility in Europe**

Europass documents are recognized across all EU countries, making it easier for vocational students to work, train, or study abroad (e.g., through Erasmus+ programs or internships in other EU countries).

- **Highlighting Practical Experience**

The Europass system allows students to document practical training, on-the-job learning, and non-formal skills, which are especially important in vocational education.

- **Planning Careers and Further Learning**

The Europass platform includes tools for career planning, helping students reflect on their interests, set goals, and find suitable jobs or further education opportunities.

- **Digital Credentials and Certificates**

Europass supports digital credentials, meaning vocational students can receive and store verified certificates from schools or training providers in a safe and official format.

- **Multilingual and Easy to Use**

Europass is available in multiple European languages, making it easier for students to apply for opportunities abroad without worrying about translation issues.

12.2 Benefits of Europass in Erasmus+ Mobility

- **Improves Employability**

Europass helps Erasmus+ participants demonstrate their international experience, skills (like adaptability, language, teamwork), and qualifications to employers.

- **Boosts Transparency and Recognition**

Skills learned abroad through Erasmus+ are clearly documented and recognized thanks to Europass—reducing misunderstandings or mismatches in qualifications.

- **Encourages Self-Reflection and Learning**

Filling out Europass documents helps students reflect on what they've learned, which supports deeper personal and professional growth.

- **Strengthens European Identity and Mobility**

Europass and Erasmus+ together promote a shared European space for education and work, encouraging students to see Europe as a place of opportunity.

- **Digital Integration**

Europass integrates with Erasmus+ digital tools, making it easier for participants to store and manage their credentials and learning records online.

12.3 Connection Between Europass and Erasmus+ Learning Mobility. How Are They Connected

- **Documentation of Learning Outcomes**

- Europass tools (like the Europass Mobility document) are used to record and validate skills and competences gained during an Erasmus+ mobility (e.g., internships, training, study abroad).
- This ensures that the experience is officially recognized and can be included in a CV or job application.

- **Standardized Format Across Europe**

- Europass provides a common European framework for documenting experiences, which helps Erasmus+ participants present their learning achievements in a way that is easily understood across borders.
- **Support for Career Development**
 - Erasmus+ offers real-life learning opportunities abroad, while Europass helps to reflect, describe, and share those experiences with employers, educators, or training providers.

12.4 Good Practices Report Highlights

Participants in the focus groups in Germany and Estonia were well acquainted with Europass, especially the Europass CV and documentation related to learning mobility. Europass was considered useful for ensuring international transparency and the transferability of work experience. It was mainly used in the context of learning mobility (Erasmus+), for example, to document internships.

Good Practices in Using Europass

- **Systematic use of Europass in learning mobility** – In some participating schools (e.g., in Estonia and Germany), completing the Europass Mobility document is a regular part of international internship projects (e.g., Erasmus+).
- **Collaborative documentation** – The document is completed in cooperation with teachers, internship supervisors, and partner institutions, helping learners better understand their skills and experiences.
- **Structured feedback** – This process provides learners with structured feedback and evidence of their learning.
- **Support and guidance in completing Europass** – In good practice examples, learners received individual guidance on completing Europass documents (CV, skills, mobility) to ensure the process was meaningful and not just a formal requirement. Some schools also involved career counsellors or Erasmus+ coordinators to help integrate Europass into career planning.
- **Raising employer awareness of Europass** – Some institutions had tried to increase employer awareness of Europass to ensure its real-world relevance. Examples were given where Europass was used to document internships and work experiences, which learners later presented during job interviews.

What did the report recommend?

- **Integrate Europass into vocational education curricula**, rather than using it only as an add-on to international projects.
- **Create simple guides for teachers and learners** on how to use the various parts of Europass.
- **Encourage international cooperation in completing Europass content**, e.g., by co-creating it with the mobility partner, not just formally.

13 References

- EUROPASS: <https://europass.europa.eu/en>
- EUROPASS Digital Tools: <https://europass.europa.eu/en/europass-digital-tools/european-qualifications-framework>
<https://europass.europa.eu/en/europass-digital-tools/european-qualifications-framework>
- Test your digital skills!: https://europa.eu/europass/digitalskills/screen/home?referrer=epass&route=%2Fen&fbclid=IwY2xjawLbBpBleHRuA2FlbQlXMAbicmIkETBpT3l6NDAwWmhZRHJnVGpwAR7-EBeRR1cilurgbBkk1622CRIDvKHTCuqioeSGAD0gasCMSqq_mmcRUKs-eg_aem_y05WVeG6MC9-DiSg1zQOyg
- EQF Levels:
 - <https://europass.europa.eu/en/description-eight-efq-levels>
 - <https://europass.europa.eu/en/common-european-framework-reference-language-skills>
- ESCO: <https://esco.ec.europa.eu/en>
- EURES: https://eures.europa.eu/index_en
- EUROGUIDENCE: <https://euroguidance.eu/about-us>
- EU Digital Credentials: <https://europass.europa.eu/en/european-digital-credentials-learning>
- [Common European Framework of Reference for Languages](https://www.coe.int/en/web/common-european-framework-reference-languages) CEFR: <https://www.coe.int/en/web/common-european-framework-reference-languages>
- What is CEFR?:
 - https://www.youtube.com/watch?v=UAehOcVfr3Y&ab_channel=EnglishwithCambridge
 - <https://www.cambridgeenglish.org/exams-and-tests/cefr/>

Useful links:

- EUROPASS videos: <https://www.youtube.com/@EuropassUK/videos>
- CEDEFOP: <https://www.cedefop.europa.eu/en/publications/6222>
- EUROPASS 20: https://www.cedefop.europa.eu/en/news/europass-20-vision-realised-future-empowered?utm_campaign=w-20250707&utm_term=weekly&mtm_source=notifications&mtm_medium=email&utm_content=title&mtm_placement=content&mtm_group=ced_news_

14 Self-Assessment: Europass Post-Course Quiz (6 Questions)

Purpose: To assess what you've learned about Europass.

Instructions: Select the best answer for each question.

1. Which of the following is *not* a tool available in the Europass platform?

- A. Digital profile
- B. Cover letter builder
- C. Europass Mobility document
- D. Job contract generator

✓ **Correct answer:** D

2. What must you do before you can create your Europass CV online?

- A. Apply for a European work permit
- B. Set up your Europass profile
- C. Pay a monthly subscription fee
- D. Complete a university degree

✓ **Correct answer:** B

3. What information can you include in your Europass profile?

- A. Driving license number and passport ID
- B. Work experience, education, skills, and language proficiency
- C. Personal tax and bank account details
- D. Social media usernames

✓ **Correct answer:** B

4. How can the EQF level be helpful in your Europass profile or CV?

- A. It ranks your social media influence
- B. It shows your income level
- C. It helps employers compare qualifications across countries
- D. It is used to apply for scholarships

✓ **Correct answer:** C

5. What does the ESCO classification provide in Europass?

- A. Free language courses
- B. European travel discounts
- C. Standard terms for occupations and skills
- D. Support for housing abroad

✓ **Correct answer:** C

6. You have created your Europass CV. What is one recommended next step?

- A. Post it directly to your Instagram page
- B. Share it via a secure Europass link or download as PDF
- C. Send it to all EU embassies

D. Translate it into Latin before applying for a job

✓ **Correct answer: B**