

# Europass documents refer to the European Qualifications Framework (EQF)

## What does this mean?

**EQF** is a common European reference framework whose purpose is to make qualifications more **readable** and **understandable** across different countries and systems.

This makes understanding the qualifications obtained in other European countries easier for **employers** and **educational institutions**.

**For learners and workers**, who wish to work or study abroad, this helps describe their educational background, as well as obtained skills and knowledge, in a more transparent manner.

**EQF coordination point in Estonia is SA Kutsekoda**

<http://www.kutsekoda.ee/en/qualifications-framework/>



# Europass

## Take the next step



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[www.europass.ee](http://www.europass.ee)

## Internships, projects, volunteering, learning mobility

### How to prove skills and knowledge obtained abroad?

A **Europass Mobility certificate** helps you to communicate all the new skills and experiences gained during a study visit, project or internship programme abroad.

Europass Mobility can be used to apply for a job or continue your studies, if the skills obtained abroad need to be **verified**.

[www.europass.ee/opirande-tunnistus](http://www.europass.ee/opirande-tunnistus)

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## Apply for a job with an occupational qualification certificate

The **supplement to the occupational qualification certificate** describes occupational skills in Estonian and English. Reading this, the employer can better understand the owner's **skills and qualifications**.

The supplement to the occupational qualification certificate is prepared on the basis of the occupational qualification standard.

[www.europass.ee/kutsetunnistuse-lisa](http://www.europass.ee/kutsetunnistuse-lisa)

## Continuing studies with a higher education diploma

The aim of the **diploma supplement** is to make your qualifications easier to understand, and simplify recognition by adding information about the studies, as well as **nature, level, context, content and status of the qualification**.

The diploma supplement contains the holder's rights to continue their **studies** or enter the **labour market** in their home country.

[www.europass.ee/diplomilisa](http://www.europass.ee/diplomilisa)

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## Simplify your CV

The **Europass CV** can be used to clearly state your education and work experience. The parts can easily be rearranged.

The CV can be made more meaningful and informative if you mention the skills and knowledge stated in your **Europass Mobility, occupational qualification certificate supplement or diploma supplement**.

Certificates and diplomas to affirm your skills can be annexed to the Europass CV.

Instructions and examples make it easier to put the CV together.

## Use Europass CV to apply for an internship or a job that suits your qualifications

- Create a free personal profile to highlight your skills, qualifications and experience in a way that is understandable everywhere in Europe
- Find information on job offers and study opportunities published anywhere in Europe
- Evaluate your skills and plan your career and study goals
- Choose which types of information to keep and publish on the Europass portal
- Draw up application documents faster with data automatically pulled from your profile
- Keep all your diplomas, certificates and recommendation letters for job applications, studies or qualifications in one place
- Create different versions of your CV, cover letter and motivational letter according to your needs

[www.europass.ee/europassicv](http://www.europass.ee/europassicv)  
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