

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

**Vysvědčení o maturitní zkoušce z oboru vzdělání:  
65-42-M/01 Hotelnictví (denní studium)**

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

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

**Maturita Certificate in:  
65-42-M/01 Hospitality (full-time study)**

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

**3. PROFILE OF SKILLS AND COMPETENCES**
**General competences:**

- 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;
- communicate in one foreign language at the level of at least B1 of the Common European Framework of Reference for Languages;
- cope with changing socio-economic conditions, be financially literate;
- be aware of the labour market mechanisms, and of the employee-employer relationships, act on career decisions responsibly, understand the significance of lifelong learning;
- 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 in an environmentally-conscious manner and in compliance with strategies for sustainability;
- support values of local, national, European and world cultures, recognize the value of life;
- exert fundamentals of health protection, occupational safety, and fire prevention and safety;
- exert norms and prescriptions in the field.

**Vocational competences:**

- organize and carry out gastronomy activities, manage catering operations;
- handle the technological methods of processing raw materials, preparation of meals and beverages, and check their quality;
- care for the hygiene regulations in gastronomy;
- master and apply the principles of rational nutrition and alternative diets;
- have knowledge of the range of foods and beverages and catering application;
- handle the sales techniques, systems and methods of serving;
- organize and coordinate work teams in production and sales;
- compile menu proposals according to gastronomy and other aspects;
- manage the catering events from the organizational and economic point of view;
- have knowledge of the foreign cuisines and dining experience, responded to new trends in catering;
- carry out and organize accommodation services, manage the operation of accommodation facilities, offer and provide services in accommodation facilities, perform reception services;
- work with information technology when providing of services in accommodation facilities;
- organize and perform professional activities of tourism services- tourism services providers, present their offer for different types, forms of tourism and groups of clients;
- perform commercial activities in the hotel business and tourism services;
- have knowledge of the commercial business activities of hotels and other businesses and touristic institutions;
- use modern forms of supply and sale of products and services;
- know the method of securing the main activities with circulating and long-term business property;
- calculate the price of products and services;
- lead business administration, register a movement of assets, raw materials, products and services;
- use economic information to control operating divisions, know methods of evaluating the results of operations.

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

The graduate is employed in the field of gastronomy, hospitality and tourism, employment activities related to commercial and operational and technical-economic functions in the catering and accommodation facilities.

Examples of possible job s: hospitality worker and hotel employee, the receptionist, catering manager.

## 5. OFFICIAL BASIS OF THE CERTIFICATE

|  |  |   |
|--|--|---|
| <b>Name and status of the body awarding the certificate</b><br>Hotelová škola, Plzeň, U Borského parku 3<br>U Borského parku 3<br>Plzeň<br>30100<br>CZ<br>public school  |  | <b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b><br>Ministry of Education, Youth and Sports<br>Karmelitská 7<br>118 12 Praha 1<br>Czech Republic  |
| <b>Level of the certificate (national or international)</b><br><br>Upper secondary education completed by the Maturita examination<br><b>ISCED 354, EQF 4</b>  | <b>Grading scale</b>   |   |
|  | <b>Result in the general section – success rate in % Czech language and literature, foreign language:</b> more than 87 % to 100 % excellent - 1<br>more than 73 % to 87 % commendable - 2<br>more than 58 % to 73 % good - 3<br>44 % to 58 % sufficient - 4<br>0 % and less than 44 % insufficient - 5<br><b>Mathematics and Advanced Mathematics:</b><br>more than 85 % to 100 % excellent - 1<br>more than 67 % to 85 % commendable - 2<br>more than 49 % to 67 % good - 3<br>33 % to 49 % sufficient - 4<br>0 % and less than 33 % insufficient - 5 | <b>Pass requirements</b><br>1 excellent (výborný)<br>2 very good (chvalitebný)<br>3 good (dobrý)<br>4 satisfactory (dostatečný)<br>5 fail (nedostatečný)<br><b>Overall assessment:</b><br>Prospěl s vyznamenáním: Pass with Honours (the average mark is ≤ 1,5)<br>Prospěl: Pass (an examination mark is not worse than 4)<br>Neprospěl: Fail (the examination mark in one or more subjects is 5) |
| <b>Access to next level of education / training</b><br>ISCED 655/645/746, EQF 6 and EQF 7<br>(EQF7 only for Long first degree programmes at Master's)  |  | <b>International agreements</b>   |
| <b>Legal basis</b><br>Law No. 561/2004 on Pre-school, Basic, Secondary, Post-secondary and Other Education (School Act) as amended by later regulations<br>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> <li>Workplace-based</li> <li>Accredited prior learning</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. |  |
| Total duration of the education / training leading to the certificate  |   | <b>4 years / 4 096 lessons</b>   |
| <b>Entry requirements</b><br>Completed compulsory school education   |   |  |
| <b>Additional information</b><br>More information (including a description of the national qualifications system) available at: <a href="#">EQF</a> , <a href="#">EURYDICE</a> , <a href="#">NPI</a> |   |  |
| <b>National Pedagogical Institute of the Czech Republic – National Europass Centre Czech Republic, Senovážné nám. 872/25, 110 00 Praha 1</b>   |   |  <br>stamp and signature<br><b>Done at Prague for the school year 2024/2025</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.

© European Union, 2002-2022 | <https://www.europass.eu>, <https://www.europass.cz>