

ESSENTIAL INFORMATION FOR WOOD ENGINEERING STUDENTS (DIPLOMA SUPPLEMENT)



Number: L-0

A Diploma Supplement is issued pursuant to Article 19 of the Short-Cycle Higher Vocational Education Act (Uradni list RS, št. 86/04 in 100/13), and in accordance with recommendations by the European Commission, Council of Europe and Unesco/Cepes. The purpose of the supplement is to provide sufficient independent data to improve the international “Transparency” and fair academic and professional recognition of qualifications (diplomas, degrees, certificates etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended.

1. Information identifying the holder of the qualification
2. Information identifying the qualification
3. Information on the level of the qualification
4. Information on the contents and results gained
5. Information on the function of the qualification
6. Additional information
7. Certification of the supplement
8. Information on the short-cycle higher vocational education system in the Republic of Slovenia

It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

1 INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION

1.1 Given Name: **NIKA**

1.2 Family Name: **AJDOVEC**

1.3 Date and place of birth: **21. 08. 1993, Kranj**

1.4 Student identification number or code at the higher vocational college: **12180135033**

1.5 Date of graduation:

2 INFORMATION IDENTIFYING THE QUALIFICATION

2.1 Name of qualification and title conferred (in original language):

Designation of the granted document: **Diploma o višji strokovni izobrazbi**

Professional title: **inženir/inženirka lesarstva**

Abbreviation: **inž. les.**

Classification by KLASIUS (SRV): **16101 – Wood engineering/Wood engineering engineer (Higher vocational education)**

Classification by KLASIUS (P-16): **0722 – Wood, paper, glass and similar technology**

2.2 Field of study, study programme, module:

On the proposal of the Council of Experts of the Republic of Slovenia for Vocational and Technical Education (95th meeting, 18 December 2006), the undergraduate study programme to acquire higher vocational education in woodworking engineer was adopted by the Minister of Education and Sport, and the Rules regarding its adoption were published in the Official Gazette RS, No. 117/2007.

2.3 Name of awarding institution (in original language):

**ŠOLSKI CENTER ŠKOFJA LOKA
VIŠJA STROKOVNA ŠOLA
Podlubnik 1b, 4220 Škofja Loka**

Abbreviated name:

**ŠC ŠKOFJA LOKA
VSŠ
Podlubnik 1b, 4220 Škofja Loka**

2.4 Number and date of the decision to enter the provider in the Register of providers of officially recognised education programmes, namely for the respective study programme:

By means of Decision of the Ministry of education, science and sport No. 6033-32/2021/2, dated April 8, 2021, the higher vocational school was entered in the register of institutions authorised to carry out a higher education programme in woodworking.

2.5 Legal status of awarding institution: **Public**

2.6 Language(s) of instruction/examination: **Slovenian**

3 INFORMATION ON THE LEVEL OF THE QUALIFICATION

3.1 Level of qualification: **higher vocational education, SOK 6, EOK 5, EOVK short cycle**

3.2 Official length of study programme: **2 years, 120 credit points (CP)**

3.3 Access requirements:

The higher vocational education study programme may be undertaken by anyone who has:

- passed a matura examination, vocational matura examination (or final examination and/or a diploma prior to introduction of the vocational matura examination) according to the programme of general upper secondary school, any programme to acquire secondary professional education (including programmes to acquire vocational technical education) and/or passed a vocational course, and
- passed the master craftsman or foreman and/or manager examination or has three years of work experience and passed a test in the Slovenian language with literature and mathematics or in a foreign language within the scope provided by the vocational matura examination.

Candidates, who have not previously been enrolled in full time studies at higher vocational education or college education in the Republic of Slovenia, have enrollment priority in the selection procedure for full time studies.

4 INFORMATION ON THE CONTENTS AND RESULTS GAINED

4.1 Mode of study: **Part-time**

4.2 Study programme requirements and student obligations:

Number of lectures and exercises: **1200 hours**

Practical training: **800 hours**

Number of credit points under ECTS: **120 credit points**

Attendance at lectures, seminar exercises and laboratory exercises is determined by the implementing curriculum. Within the scope of practical training of students in companies based on their contracts, students shall prepare project work and present their diploma paper. Upon completion of all obligations set forth by the study programme, students shall also have to pass a diploma examination.

4.3 Study programme details:

No.	Module/Subject/Other component	compulsory/ optional	Year	Number of hours				Total student load	Credit points (ECTS)
				LE	SE	LW	Total		
M1	Communication in technics	Compulsory	1.						20
P1	Business communication and management	Compulsory	1.	48	12	24	84	180	6
P2	Professional terminology in a foreign language	Compulsory	1.	36		36	72	150	5
P3	Computer and information science	Compulsory	1.	24		48	72	150	5

No.	Module/Subject/Other component	compulsory/ optional	Year	Number of hours				Total student load	Credit points (ECTS)
				LE	SE	LW	Total		
D1	Practical training – Communication in technics	Compulsory	1.					120	4
M2	Work organization I	Compulsory	1.						9
P4	Work study in wood technology	Compulsory	1.	12	24	24	60	90	3
P5	Safety at work, fire safety and environmental protection	Compulsory	1.	24	24		48	90	3
D2	Practical training – Work organization I	Compulsory	1.					100	3
M2	Basics of wood technology	Compulsory	1.						31
P6	Designing and construction in wood technology	Compulsory	1.	24		48	72	180	6
P7	Compound materials	Compulsory	1.	36	12	36	84	180	6
P8	Wood drying	Compulsory	1.	24		36	60	145	5
P9	Machine treatment technology	Compulsory	1.	36	12	24	72	145	5
P10	Surface treatment and wood protection	Compulsory	1.	36	18	18	72	150	5
D3	Practical training – Basics of wood technology	Compulsory	1.					130	4
M3	Economy and entrepreneurship	Compulsory	2.						16
P11	Company economics	Compulsory	2.	36		36	72	150	5
P12	Entrepreneurship	Compulsory	2.	24	36		60	150	5
D4	Practical training – Economy and entrepreneurship	Compulsory	2.					175	6
M5	Work organization II	Compulsory	2.						16
P13	Production management	Compulsory	2.	24	12	48	84	180	6
P14	Production quality and reliability	Compulsory	2.	24	24		48	120	4
D5	Practical training – Work organization II	Compulsory	2.					175	6
M6	Primary processing and wood construction	Optional	2.						18
P15	Energetics in wood technology	Optional	2.	24	12	24	60	147	5
P16	Saw, veneer and slab technology	Optional	2.	24	12	24	60	147	5
P17	Wood construction	Optional	2.	24	12	24	60	147	5
D6	Practical training – Primary processing and wood construction	Optional	2.					100	3
M7	Final treatment	Optional	2.						18
P18	Design and construction of furniture	Optional	2.	24		36	60	147	5
P19	CNC technology in wood technology	Optional	2.	24		36	60	147	5
P20	Artistic treatment of wood and compound materials	Optional	2.	24		36	60	147	5
D7	Practical training – Final treatment	Optional	2.					100	3
P21	Elective Subject	Optional	2.					150	5
D8 *	Final Thesis								5

Note: LE – lecture, SE – seminar exercises, LW – laboratory work

D8 * - 5 credits have already been considered in practical training.

4.6 Grading scheme:

- 10 – Excellent (exceptional achievement with negligible mistakes)
- 9 – Very Good (above-average but with some mistakes)
- 8 – Very Good (commendable achievement)
- 7 – Good (good knowledge yet with major mistakes)
- 6 – Sufficient (complies with minimum criteria)
- 1–5 – Insufficient (does not comply with minimum criteria)

5 INFORMATION ON THE FUNCTION OF THE QUALIFICATION

5.1 Access to further study:

A graduate of the higher study programme in woodworking may be enrolled in the second year of a first-cycle undergraduate study programme (SOK, level 7). Professional colleges with a study programme that allows enrolment of candidates with completed higher vocational education shall define the requirements regarding transfer and/or bridge examinations to be passed and determine which professional subjects of the second and third years shall be recognised.

5.2 Professional status:

A graduate will obtain during the course of studies the following competences:

- ability for independent development of vocational identity, responsibility and professionalism,
- connecting knowledge from several fields in leading, planning and organizing technological processes,
- ability of recognizing a problem, analysing it and predict solutions in a workflow,
- independent decision making for the choice and usage of raw materials and technologies in production,
- usage of acquired knowledge for successful communication in local and international environment,
- moral feeling for integrity, precision and accurateness in work,
- ability to use information and communication technology in his professional area,
- ability to plan activities independently and to organize necessary activities for efficient work,
- plans, organizes and leads technological processes of processing, working and usage of wood and wood related materials,
- ensures quality of workflow, selection and control of products,
- takes care of economical usage of energy, material and time,
- develops energetic qualities, skills and behaviour,
- performs executive processes in connection with work organization,
- ensures proper machinery and equipment maintenance,
- takes part in the experts teams and in the construction and development of new products,
- communicates with experts, customers in Slovenian and in English,
- takes care of safety and protects health and environment,
- takes care of preserving and saving cultural and technical heritage.

6 ADDITIONAL INFORMATION

6.1 Additional information:

Information on the higher education study programme is available on the website of Višja strokovna šola at <http://www.scsl.si/> and Center za poklicno in strokovno izobraževanje <http://www.cpi.si/visjesolski-studijski-programi.aspx>

6.2 Further information sources:

ŠC Škofja Loka, Višja strokovna šola
Podlubnik 1b
4220 Škofja Loka
Telephone: +386 (0)4 506 23 62
E-mail: vss@scsl.si
Website: www.scsl.si

MIZŠ
Masarykova cesta 16
1000 Ljubljana
Telephone: +386 (0)1 400 52 99
E-mail: gp.mizs@gov.si
Website: www.gov.si

7 CERTIFICATION OF THE SUPPLEMENT

Date of issue: May 19th, 2022

Headmaster
Igor Hanc, MSc. Mech. Eng.
Principal

Stamp

8 INFORMATION ON THE SHORT-CYCLE HIGHER VOCATIONAL EDUCATION SYSTEM IN THE REPUBLIC OF SLOVENIA

The short-cycle higher vocational education in the Republic of Slovenia is regulated by the Short-Cycle Higher Vocational Education Act (Uradni list RS, št. 86/2004 in 100/2013). The short-cycle higher vocational education is part of tertiary education. Upon the completion of a short-cycle higher vocational education programme, it is possible to enter a specialisation study programme or a supplementary study programme at the same level.

Upon a successful completion of a short-cycle higher education programme, a diploma is awarded that indicates a professional title as specified by the Professional and Academic Titles Act (Uradni list RS, št. 61/2006).

Access to short-cycle higher vocational education studies is open to holders of a matura certificate or a vocational matura certificate (final examination obtained prior to 1 June 1995) and to those who have passed a master craftsman, foreman or shop manager exam, have three years of work experience and have passed a test in the Slovenian language and literature and mathematics or a foreign language in the scope prescribed for a vocational matura examination. Students complete their studies with a diploma thesis. Upon graduation from a higher vocational college, graduates may find employment or continue in higher professional study programmes on the basis of the recognition process.

Under certain conditions, transfer between a short-cycle higher vocational education programme and a higher education programme are possible in both directions. In a short-cycle higher vocational education programme, a student obtains 120 credit points (CP) under the European Credit Transfer and Accumulation System (ECTS). The diploma awarded to a student upon a successful completion of the degree will indicate the professional title obtained and the profession.

Levels of SQF, EQF and EHEQF

Slovenian Qualifications Framework Act (Uradni list RS, No. 104/15) in its Article 11 classified levels of Slovenian Qualifications Framework (from now on: SQF) into European Qualifications Framework (from now on: EQF) and in its Article 12 into European Higher Education Qualifications Framework (from now on: EHEQF).

Qualifications in the SQF, EQF and EHEQF are classified as evident in the following table:

SQF/SOK	EQF/EOK	EHEQF/EOVK
6	5	short cycle
7	6	1 st cycle
8	7	2 nd cycle
9	8	3 rd cycle
10		

The quality of higher vocational colleges and short-cycle higher vocational study programmes is ensured through accreditation and internal and external evaluation procedures. The accreditation and prolongement of accreditation of short-cycle higher vocational study programmes and higher vocational colleges is the responsibility of Ministry of Education, Science and Sport and Commission of Accreditation of higher vocational education study programmes and of higher vocational colleges, appointed by the Council of the Republic of Slovenia of Vocational and Professional Education. The external evaluation of higher vocational colleges and short-cycle higher vocational study programmes is the responsibility of the Slovenian Quality Assurance Agency for Higher Education. Higher vocational colleges are responsible for internal evaluation procedures.

STRUCTURE OF THE EDUCATION SYSTEM IN THE REPUBLIC OF SLOVENIA

