

Ankara, 03<sup>rd</sup> February 2017

Dear colleagues,

I am pleased to invite you to the Kick-Off Meeting of the Erasmus+ KA2 Project “**Express VET Mobility Database and Guides for ECVET Cluster of Countries – VETExpress**”, that will take place in Ankara – TURKIYE on the 9<sup>th</sup> and 10<sup>th</sup> of March 2017.

This meeting is the beginning of a remarkable project where we will develop ECVET Using Guides, an Online Platform and some Instructive Modules which will facilitate the validation and recognition of the knowledge, skills and competences the learner gained abroad improving the quality of the exchange. Using this guides and the online platform, together with the students and their parents, schools can design efficient mobilities of students, using the documents that fit best to each student in order to complete his/her training path.

The objective of this first meeting is twofold. On one hand, we will review the internal organisation of the project: budget, financial reports, quality reports and deadlines. On the other hand, we will review the technical issues of the project: work teams, work packages, results expected deadlines and project schedule.

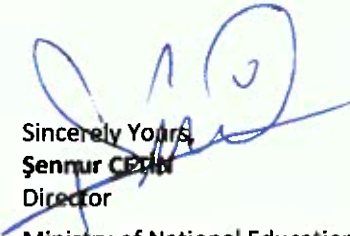
**Therefore, we strongly suggest each partner to nominate at least two representatives one of whom will act as Project Manager, while the second should be a Head of Studies or a person with extensive experience in the technical side of the project.**

Herewith you may find attached the following documents:

1. Agenda
2. Practical details for the meeting
3. Registration Form

Any suggestions regarding the meetings’ preparations are welcome. May I kindly ask you to send your suggestions and/or further questions to Mrs. Özlem Demir (odemir972@gmail.com).

Knowing that this first meeting will be a success, and waiting to welcome you personally in Ankara.

Sincerely Yours,  
  
Şennur Çelikkale  
Director

Ministry of National Education  
Directorate General for Vocational and Technical Education