PRIZNAVANJE I VREDNOVANJE NEFORMALNOG I INFORMALNOG UČENJA

Visoko učilište
Algebra

RPL na ALGEBRI

Priznavanje i vrednovanje neformalnog i informalnog učenja temelji se na načelima jednake dostupnosti, pravednosti, transparentnosti, jednake vrijednosti stečenih i priznatih skupova ishoda učenja te osiguranja kvalitete.

SVRHA I OPSEG PRIZNAVANJA

U svrhu upisa	Viša razina obrazovanja	NE cijela kvalifikacija
Skupovi ishoda	Pojedinačni skupovi	Svi skupovi ishoda

ODGOVORNOST

POKRETANJE POSTUPKA

zainteresirana strana	zamolba	
	CV	
	Ovisno o vrsti zahtjeva	certifikat, uvjerenje o završenom programu i opis , potvrdu o izvedenim projektima, projekt, portfolio, podaci o radnom iskustvu…

VRSTE POSTUPAKA

priznavanju neformalnog učenja sa pripadajućim industrijskim certifikatom [kratki postupak]	priznavanju neformalnog učenja sa pripadajućim certifikatom koji nije naveden u Odluci [polukratki postupak]	priznavanju neformalnog ili informalnog učenja bez pripadajućih certifikata [puni postupak]
• postupak se provodi sukladno aktualnoj Odluci o postupku vrednovanja i priznavanju industrijskih certifikata	• Predsjednik povjerenstva može imenovati stručno povjerenstvo ili pojedinog nastavnika odnosno Stručnog povjerenika za donošenje mišljenja o Zahtjevu pristupnika.	• Predsjednik povjerenstva može imenovati stručno povjerenstvo ili pojedinog nastavnika odnosno Stručnog povjerenika za donošenje mišljenja o Zahtjevu pristupnika.

Stručno povjerenstvo odnosno Stručni povjerenik može donijeti mišljenje o uvažavanju zahtjeva ili ne uvažavanju zahtjeva

U slučaju da je zahtjev uvažen Predsjednik povjerenstva odlučuje koji je način provjere kompetencija za pojedinog pristupnika najprikladniji.

NAČINI PROVJERE KOMPETENCIJA

- Pisani ili usmeni ispit
- Praktična demonstracija
- Intervju sa pristupnikom
- preznetacija
- simulacija
- ostalo

ODLUKA

razmatra ishode i rezultate provjere kompetencija te ostale činjenice bitne za tijek postupka

daje svoje mišljenje o mogućem priznavanju, djelomičnom priznavanju ili ne priznavanju

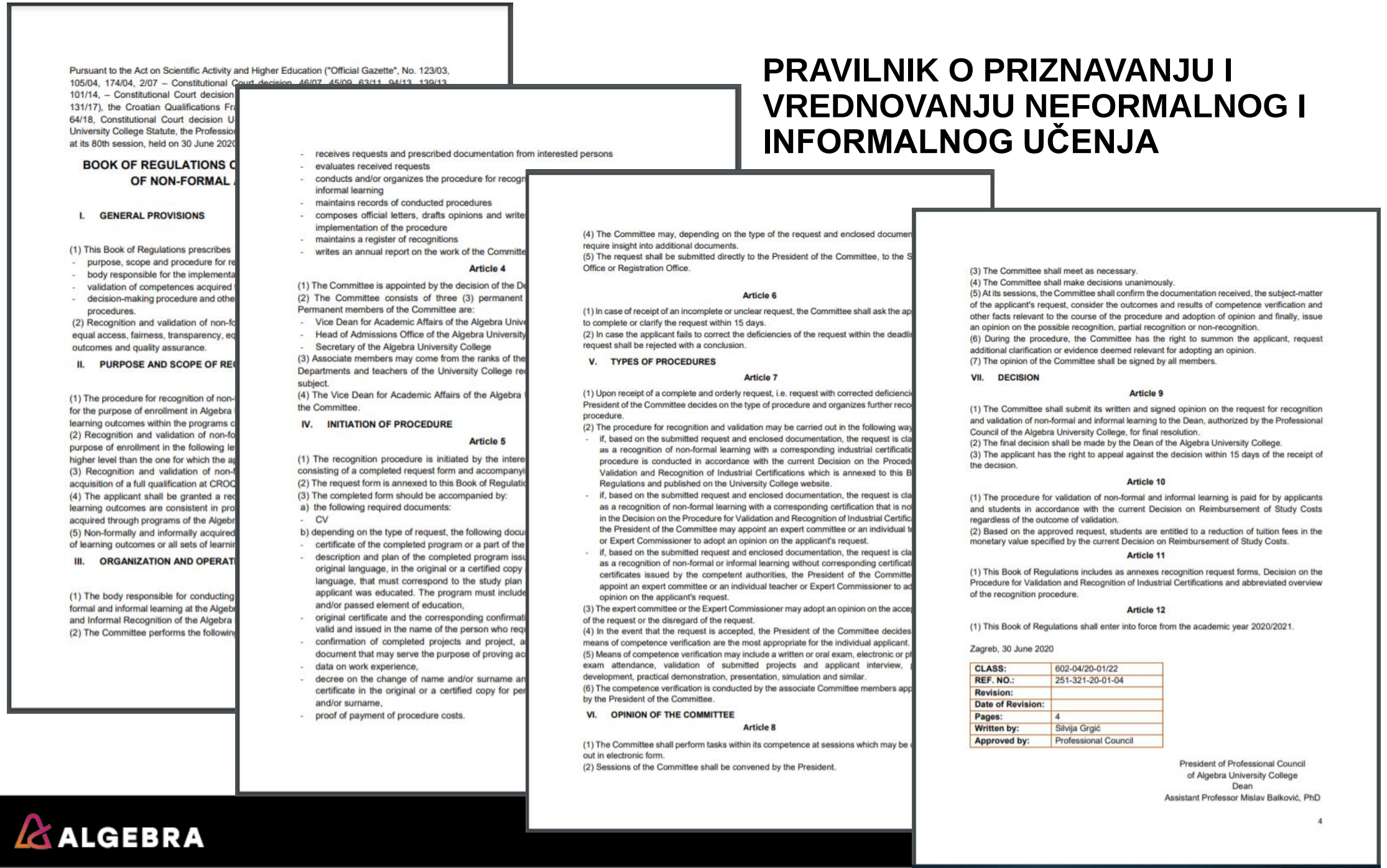
konačno rješenje donosi Dekan

2020./2021 akademska godina

priznavanju neformalnog učenja sa pripadajućim industrijskim certifikatom [kratki postupak]]	priznavanju neformalnog učenja sa pripadajućim certifikatom koji nije naveden u Odluci [polukratki postupak]	priznavanju neformalnog ili informalnog učenja bez pripadajućih certifikata [puni postupak]

• 8 **pristupnika**
 	
• 8 Primijenjeno računarstvo
  • Certifikati prema Odluci
  • Pozitivno
	• **1 pristupnik**
	
	• 1 Primijenjeno računarstvo (4 ECTS)
	  • Certifikat iz Engleskog
	  • Intervju
	  • Pozitivno
		• **3 pristupnika**
		
		• 2 Primijenjeno računarstvo (17 ECTS i 16 ECTS)
		  • Radno iskustvo i projekti
		  • Intervju i validacija predanih projekata
		  • Pozitivno
		
		• 1 – Digitalni marketing (30 ECTS)
		  • Radno iskustvo i certifikat
		  • Negativno

PRAVILNIK O PRIZNAVANJU I VREDNOVANJU NEFORMALNOG I INFORMALNOG UČENJA



Pursuant to the Act on Scientific Activity and Higher Education ("Official Gazette", No. 123/03, 105/04, 174/04, 2/07 – Constitutional Court decision, 46/07, 45/09, 63/11, 94/13, 139/13, 101/14, – Constitutional Court decision 131/17), the Croatian Qualifications Fra 64/18, Constitutional Court decision U University College Statute, the Professio at its 80th session, held on 30 June 2020

BOOK OF REGULATIONS C OF NON-FORMAL

I. GENERAL PROVISIONS

(1) This Book of Regulations prescribes
- purpose, scope and procedure for re
- body responsible for the implementa
- validation of competences acquired
- decision-making procedure and othe procedures.

(2) Recognition and validation of non-fo equal access, fairness, transparency, eq outcomes and quality assurance.

II. PURPOSE AND SCOPE OF RE

(1) The procedure for recognition of non- for the purpose of enrollment in Algebra learning outcomes within the programs c
(2) Recognition and validation of non-fo purpose of enrollment in the following le higher level than the one for which the ap
(3) Recognition and validation of non- acquisition of a full qualification at CROC
(4) The applicant shall be granted a rec learning outcomes are consistent in pro acquired through programs of the Algebr
(5) Non-formally and informally acquired of learning outcomes or all sets of learnir

III. ORGANIZATION AND OPERAT

(1) The body responsible for conducting formal and informal learning at the Algebr and Informal Recognition of the Algebra
(2) The Committee performs the followin
- receives requests and prescribed documentation from interested persons
- evaluates received requests
- conducts and/or organizes the procedure for recogn informal learning
- maintains records of conducted procedures
- composes official letters, drafts opinions and write implementation of the procedure
- maintains a register of recognitions
- writes an annual report on the work of the Committe

Article 4

(1) The Committee is appointed by the decision of the De
(2) The Committee consists of three (3) permanent Permanent members of the Committee are:
- Vice Dean for Academic Affairs of the Algebra Univ
- Head of Admissions Office of the Algebra University
- Secretary of the Algebra University College

(3) Associate members may come from the ranks of the Departments and teachers of the University College re subject.
(4) The Vice Dean for Academic Affairs of the Algebra the Committee.

IV. INITIATION OF PROCEDURE

Article 5

(1) The recognition procedure is initiated by the intere consisting of a completed request form and accompanyi
(2) The request form is annexed to this Book of Regulatic
(3) The completed form should be accompanied by:
a) the following required documents:
- CV

b) depending on the type of request, the following docu
- certificate of the completed program or a part of the
- description and plan of the completed program issu original language, in the original or a certified copy language, that must correspond to the study plan applicant was educated. The program must include and/or passed element of education,
- original certificate and the corresponding confirmati valid and issued in the name of the person who requ
- confirmation of completed projects and project, a document that may serve the purpose of proving ac
- data on work experience,
- decree on the change of name and/or surname an certificate in the original or a certified copy for per and/or surname,
- proof of payment of procedure costs.

(4) The Committee may, depending on the type of the request and enclosed documen require insight into additional documents.
(5) The request shall be submitted directly to the President of the Committee, to the S Office or Registration Office.

Article 6

(1) In case of receipt of an incomplete or unclear request, the Committee shall ask the ap to complete or clarify the request within 15 days.
(2) In case the applicant fails to correct the deficiencies of the request within the deadli request shall be rejected with a conclusion.

V. TYPES OF PROCEDURES

Article 7

(1) Upon receipt of a complete and orderly request, i.e. request with corrected deficienci President of the Committee decides on the type of procedure and organizes further reco procedure.
(2) The procedure for recognition and validation may be carried out in the following way
- if, based on the submitted request and enclosed documentation, the request is cla as a recognition of non-formal learning with a corresponding industrial certificatio procedure is conducted in accordance with the current Decision on the Proced Validation and Recognition of Industrial Certifications which is annexed to this B Regulations and published on the University College website.
- if, based on the submitted request and enclosed documentation, the request is cla as a recognition of non-formal learning with a corresponding certification that is no in the Decision on the Procedure for Validation and Recognition of Industrial Certific the President of the Committee may appoint an expert committee or an individual t or Expert Commissioner to adopt an opinion on the applicant's request.
- if, based on the submitted request and enclosed documentation, the request is cla as a recognition of non-formal or informal learning without corresponding certificat certificates issued by the competent authorities, the President of the Committe appoint an expert committee or an individual teacher or Expert Commissioner to ac opinion on the applicant's request.

(3) The expert committee or the Expert Commissioner may adopt an opinion on the acce of the request or the disregard of the request.
(4) In the event that the request is accepted, the President of the Committee decides means of competence verification are the most appropriate for the individual applicant.
(5) Means of competence verification may include a written or oral exam, electronic or pl exam attendance, validation of submitted projects and applicant interview, development, practical demonstration, presentation, simulation and similar.
(6) The competence verification is conducted by the associate Committee members app by the President of the Committee.

VI. OPINION OF THE COMMITTEE

Article 8

(1) The Committee shall perform tasks within its competence at sessions which may be out in electronic form.
(2) Sessions of the Committee shall be convened by the President.

(3) The Committee shall meet as necessary.
(4) The Committee shall make decisions unanimously.
(5) At its sessions, the Committee shall confirm the documentation received, the subject-matter of the applicant's request, consider the outcomes and results of competence verification and other facts relevant to the course of the procedure and adoption of opinion and finally, issue an opinion on the possible recognition, partial recognition or non-recognition.
(6) During the procedure, the Committee has the right to summon the applicant, request additional clarification or evidence deemed relevant for adopting an opinion.
(7) The opinion of the Committee shall be signed by all members.

VII. DECISION

Article 9

(1) The Committee shall submit its written and signed opinion on the request for recognition and validation of non-formal and informal learning to the Dean, authorized by the Professional Council of the Algebra University College, for final resolution.
(2) The final decision shall be made by the Dean of the Algebra University College.
(3) The applicant has the right to appeal against the decision within 15 days of the receipt of the decision.

Article 10

(1) The procedure for validation of non-formal and informal learning is paid for by applicants and students in accordance with the current Decision on Reimbursement of Study Costs regardless of the outcome of validation.
(2) Based on the approved request, students are entitled to a reduction of tuition fees in the monetary value specified by the current Decision on Reimbursement of Study Costs.

Article 11

(1) This Book of Regulations includes as annexes recognition request forms, Decision on the Procedure for Validation and Recognition of Industrial Certifications and abbreviated overview of the recognition procedure.

Article 12

(1) This Book of Regulations shall enter into force from the academic year 2020/2021.

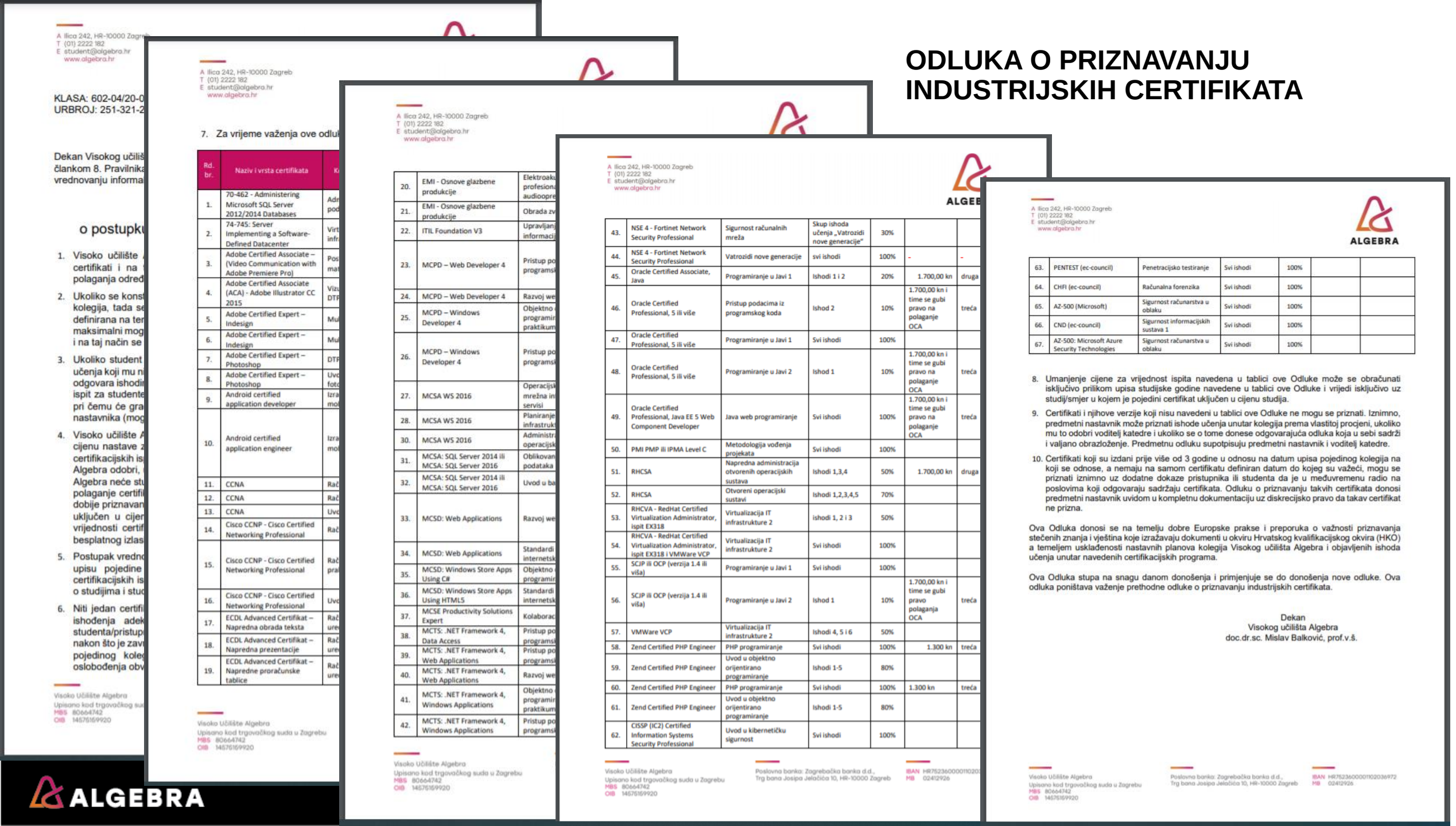
Zagreb, 30 June 2020

CLASS:	602-04/20-01/22
REF. NO.:	251-321-20-01-04
Revision:	
Date of Revision:	
Pages:	4
Written by:	Silvija Grgić
Approved by:	Professional Council

President of Professional Council
of Algebra University College
Dean
Assistant Professor Mislav Balković, PhD

4

ODLUKA O PRIZNAVANJU INDUSTRIJSKIH CERTIFIKATA



KLASA: 602-04/20-0
URBROJ: 251-321-2

Dekan Visokog učiliš
člankom 8. Pravilnika
vrednovanju informa

o postupku

1. Visoko učilište
certifikati i na
polaganja odred
2. Ukoliko se konst
kolegija, tada se
definirana na ter
maksimalni mog
i na taj način se
3. Ukoliko student
učenja koji mu n
odgovara ishodir
ispit za studente
pri čemu će gra
nastavnika (mog
4. Visoko učilište A
cijenu nastave z
certifikacijskih is
Algebra odobri,
Algebra neće stu
polaganje certifi
dobije priznavan
uključen u cijen
vrijednosti certif
besplatnog izlas
5. Postupak vredno
upisu pojedine
certifikacijskih is
o studijima i stud
6. Niti jedan certifi
ishođenja adek
studenta/pristup
nakon što je zavr
pojedinog kole
oslobođenja obv

7. Za vrijeme važenja ove odlu

Rd. br.	Naziv i vrsta certifikata	K
1.	70-462 - Administering Microsoft SQL Server 2012/2014 Databases	Adr pod
2.	74-745: Server Implementing a Software-Defined Datacenter	Virt infr
3.	Adobe Certified Associate – (Video Communication with Adobe Premiere Pro)	Pos mat
4.	Adobe Certified Associate (ACA) - Adobe Illustrator CC 2015	Vizu DTP
5.	Adobe Certified Expert – Indesign	Mul
6.	Adobe Certified Expert – Indesign	Mul
7.	Adobe Certified Expert – Photoshop	DTP
8.	Adobe Certified Expert – Photoshop	Uvo foto
9.	Android certified application developer	Izra mo
10.	Android certified application engineer	Izra mo
11.	CCNA	Rač
12.	CCNA	Rač
13.	CCNA	Uvo
14.	Cisco CCNP - Cisco Certified Networking Professional	Rač
15.	Cisco CCNP - Cisco Certified Networking Professional	Rač pra
16.	Cisco CCNP - Cisco Certified Networking Professional	Uvo
17.	ECDL Advanced Certifikat – Napredna obrada teksta	Rač ure
18.	ECDL Advanced Certifikat – Napredna prezentacije	Rač ure
19.	ECDL Advanced Certifikat – Napredne proračunske tablice	Rač ure

20.	EMI - Osnove glazbene produkcije	Elektroaku profesion audiooprem
21.	EMI - Osnove glazbene produkcije	Obrada zv
22.	ITIL Foundation V3	Upravljanj informaci
23.	MCPD – Web Developer 4	Pristup po programsk
24.	MCPD – Web Developer 4	Razvoj we
25.	MCPD – Windows Developer 4	Objektno programir praktikum
26.	MCPD – Windows Developer 4	Pristup po programsk
27.	MCSA WS 2016	Operacijsk mrežna in servisi
28.	MCSA WS 2016	Planiranje infrastruk
30.	MCSA WS 2016	Administr operacijsk
31.	MCSA: SQL Server 2014 ili MCSA: SQL Server 2016	Oblikovan podataka
32.	MCSA: SQL Server 2014 ili MCSA: SQL Server 2016	Uvod u ba
33.	MCSD: Web Applications	Razvoj we
34.	MCSD: Web Applications	Standardi internetsk
35.	MCSD: Windows Store Apps Using C#	Objektno programir
36.	MCSD: Windows Store Apps Using HTML5	Standardi internetsk
37.	MCSE Productivity Solutions Expert	Kolaborac
38.	MCTS: .NET Framework 4, Data Access	Pristup po programsk
39.	MCTS: .NET Framework 4, Web Applications	Pristup po programsk
40.	MCTS: .NET Framework 4, Web Applications	Razvoj we
41.	MCTS: .NET Framework 4, Windows Applications	Objektno programir praktikum
42.	MCTS: .NET Framework 4, Windows Applications	Pristup po programsk

43.	NSE 4 - Fortinet Network Security Professional	Sigurnost računalnih mreža	Skup ishoda učenja „Vatrozidi nove generacije"	30%		
44.	NSE 4 - Fortinet Network Security Professional	Vatrozidi nove generacije	svi ishodi	100%	-	-
45.	Oracle Certified Associate, Java	Programiranje u Javi 1	Ishodi 1 i 2	20%	1.700,00 kn	druga
46.	Oracle Certified Professional, 5 ili više	Pristup podacima iz programskog koda	Ishod 2	10%	1.700,00 kn i time se gubi pravo na polaganje OCA	treća
47.	Oracle Certified Professional, 5 ili više	Programiranje u Javi 1	Svi ishodi	100%		
48.	Oracle Certified Professional, 5 ili više	Programiranje u Javi 2	Ishod 1	10%	1.700,00 kn i time se gubi pravo na polaganje OCA	treća
49.	Oracle Certified Professional, Java EE 5 Web Component Developer	Java web programiranje	Svi ishodi	100%	1.700,00 kn i time se gubi pravo na polaganje OCA	treća
50.	PMI PMP ili IPMA Level C	Metodologija vođenja projekata	Svi ishodi	100%		
51.	RHCSA	Napredna administracija otvorenih operacijskih sustava	Ishodi 1,3,4	50%	1.700,00 kn	druga
52.	RHCSA	Otvoreni operacijski sustavi	Ishodi 1,2,3,4,5	70%		
53.	RHCVA - RedHat Certified Virtualization Administrator, ispit EX318	Virtualizacija IT infrastrukture 2	ishodi 1, 2 i 3	50%		
54.	RHCVA - RedHat Certified Virtualization Administrator, ispit EX318 i VMWare VCP	Virtualizacija IT infrastrukture 2	Svi ishodi	100%		
55.	SCJP ili OCP (verzija 1.4 ili viša)	Programiranje u Javi 1	Svi ishodi	100%		
56.	SCJP ili OCP (verzija 1.4 ili viša)	Programiranje u Javi 2	Ishod 1	10%	1.700,00 kn i time se gubi pravo polaganja OCA	treća
57.	VMWare VCP	Virtualizacija IT infrastrukture 2	Ishodi 4, 5 i 6	50%		
58.	Zend Certified PHP Engineer	PHP programiranje	Svi ishodi	100%	1.300 kn	treća
59.	Zend Certified PHP Engineer	Uvod u objektno orijentirano programiranje	Ishodi 1-5	80%		
60.	Zend Certified PHP Engineer	PHP programiranje	Svi ishodi	100%	1.300 kn	treća
61.	Zend Certified PHP Engineer	Uvod u objektno orijentirano programiranje	Ishodi 1-5	80%		
62.	CISSP (IC2) Certified Information Systems Security Professional	Uvod u kibernetičku sigurnost	Svi ishodi	100%		

63.	PENTEST (ec-council)	Penetracijsko testiranje	Svi ishodi	100%		
64.	CHFI (ec-council)	Računalna forenzika	Svi ishodi	100%		
65.	AZ-500 (Microsoft)	Sigurnost računarstva u oblaku	Svi ishodi	100%		
66.	CND (ec-council)	Sigurnost informacijskih sustava 1	Svi ishodi	100%		
67.	AZ-500: Microsoft Azure Security Technologies	Sigurnost računarstva u oblaku	Svi ishodi	100%		

8. Umanjenje cijene za vrijednost ispita navedena u tablici ove Odluke može se obračunati isključivo prilikom upisa studijske godine navedene u tablici ove Odluke i vrijedi isključivo uz studij/smjer u kojem je pojedini certifikat uključen u cijenu studija.
9. Certifikati i njihove verzije koji nisu navedeni u tablici ove Odluke ne mogu se priznati. Iznimno, predmetni nastavnik može priznati ishode učenja unutar kolegija prema vlastitoj procjeni, ukoliko mu to odobri voditelj katedre i ukoliko se o tome donese odgovarajuća odluka koja u sebi sadrži i valjano obrazloženje. Predmetnu odluku supotpisuju predmetni nastavnik i voditelj katedre.
10. Certifikati koji su izdani prije više od 3 godine u odnosu na datum upisa pojedinog kolegija na koji se odnose, a nemaju na samom certifikatu definiran datum do kojeg su važeći, mogu se priznati iznimno uz dodatne dokaze pristupnika ili studenta da je u međuvremenu radio na poslovima koji odgovaraju sadržaju certifikata. Odluku o priznavanju takvih certifikata donosi predmetni nastavnik uvidom u kompletnu dokumentaciju uz diskrecijsko pravo da takav certifikat ne prizna.

Ova Odluka donosi se na temelju dobre Europske prakse i preporuka o važnosti priznavanja stečenih znanja i vještina koje izražavaju dokumenti u okviru Hrvatskog kvalifikacijskog okvira (HKO) a temeljem usklađenosti nastavnih planova kolegija Visokog učilišta Algebra i objavljenih ishoda učenja unutar navedenih certifikacijskih programa.

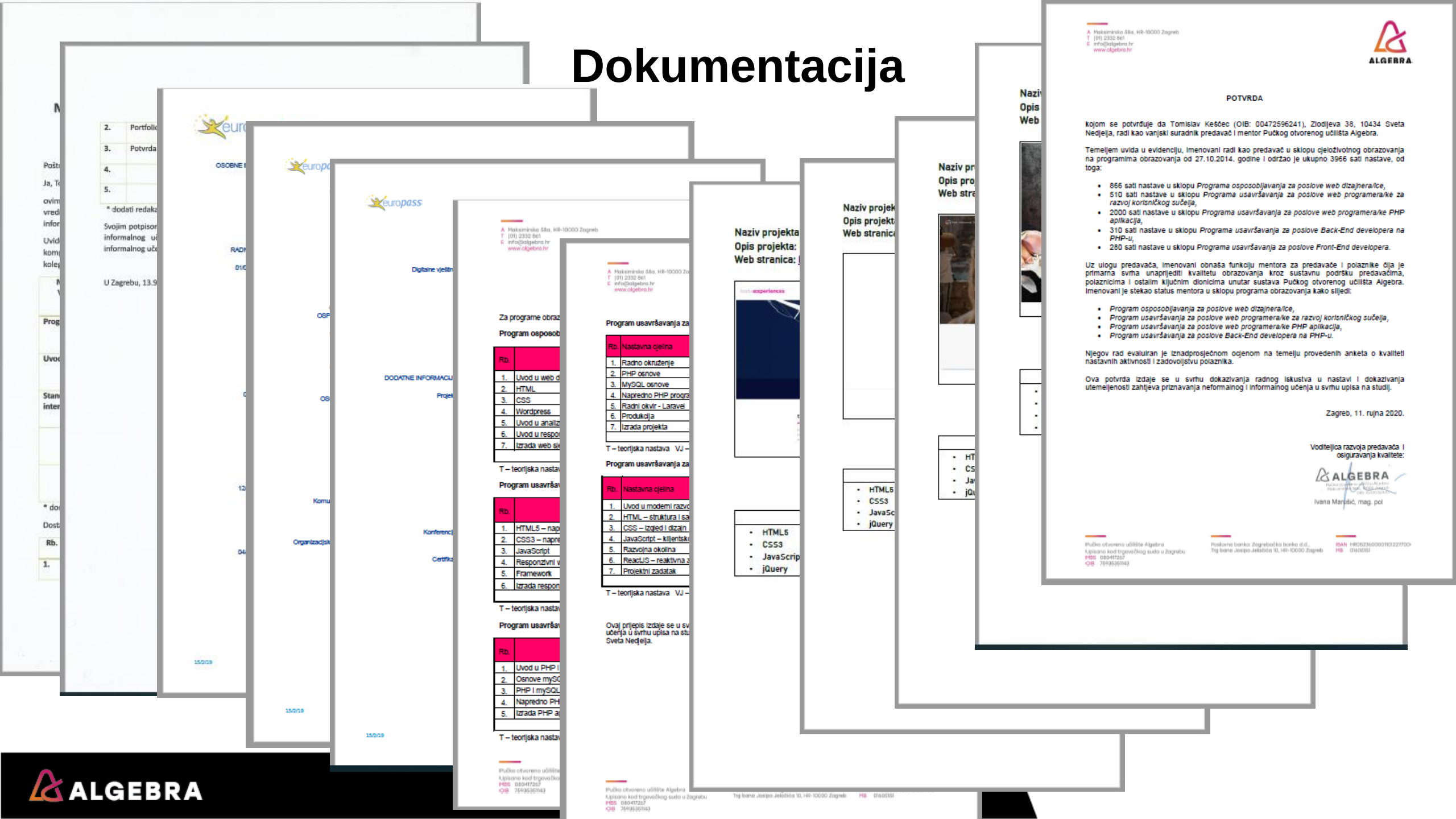
Ova Odluka stupa na snagu danom donošenja i primjenjuje se do donošenja nove odluke. Ova odluka poništava važenje prethodne odluke o priznavanju industrijskih certifikata.

Dekan
Visokog učilišta Algebra
doc.dr.sc. Mislav Balković, prof.v.š.

A Ilica 242, HR-10000 Zagreb
T (01) 2222 182
E student@algebra.hr
www.algebra.hr

ALGEBRA

Dokumentacija



POTVRDA

kojom se potvrđuje da Tomislav Keščec (OIB: 00472596241), Zlodijeva 38, 10434 Sveta Nedjelja, radi kao vanjski suradnik predavač i mentor Pučkog otvorenog učilišta Algebra.

Temeljem uvida u evidenciju, imenovani radi kao predavač u sklopu cjeloživotnog obrazovanja na programima obrazovanja od 27.10.2014. godine i održao je ukupno 3966 sati nastave, od toga:

- 866 sati nastave u sklopu *Programa osposobljavanja za poslove web dizajnera/ice*,
- 510 sati nastave u sklopu *Programa usavršavanja za poslove web programera/ke za razvoj korisničkog sučelja*,
- 2000 sati nastave u sklopu *Programa usavršavanja za poslove web programera/ke PHP aplikacija*,
- 310 sati nastave u sklopu *Programa usavršavanja za poslove Back-End developera na PHP-u*,
- 280 sati nastave u sklopu *Programa usavršavanja za poslove Front-End developera*.

Uz ulogu predavača, imenovani obnaša funkciju mentora za predavače i polaznike čija je primarna svrha unaprijediti kvalitetu obrazovanja kroz sustavnu podršku predavačima, polaznicima i ostalim ključnim dionicima unutar sustava Pučkog otvorenog učilišta Algebra. Imenovani je stekao status mentora u sklopu programa obrazovanja kako slijedi:

- *Program osposobljavanja za poslove web dizajnera/ice,*
- *Program usavršavanja za poslove web programera/ke za razvoj korisničkog sučelja,*
- *Program usavršavanja za poslove web programera/ke PHP aplikacija,*
- *Program usavršavanja za poslove Back-End developera na PHP-u.*

Njegov rad evaluiran je iznadprosječnom ocjenom na temelju provedenih anketa o kvaliteti nastavnih aktivnosti i zadovoljstvu polaznika.

Ova potvrda izdaje se u svrhu dokazivanja radnog iskustva u nastavi i dokazivanja utemeljenosti zahtjeva priznavanja neformalnog i informalnog učenja u svrhu upisa na studij.

Zagreb, 11. rujna 2020.

Voditeljica razvoja predavača i osiguravanja kvalitete:

Ivana Marušić, mag. pol

ALGEBRA

Hvala na pažnji!