EMOTiC
European Multidisciplinary Organization for Training and international Consulting

In collaboration with ACCELERAS

ERASMUS Applied Studies
ERASTIUM TRAINING CENTRE

# Learning framework agreement

## Career orientation days (Berufspraktische Tage, “Schnuppern”) with thematic workshops and online courses

**Version B: career orientation days at the EMOTiC office and at the Jugendgästehaus Wien Brigittenau**

I register my child for the career orientation days at EMOTiC for Training and Consulting, Rauhensteingasse 7/18, 1010 Vienna, Austria (ZVR 1026550097), “EMOTiC”, and agree to the following terms.

My child’s first and last name

Date of birth

School and class

Contact person at EMOTiC

My name (parent or guardian)

Phone and email

Days at the EMOTiC office (dates)

Days at the Jugendgästehaus (dates)

Times (daily from – to)

Erasmus+ activity at the Jugendgästehaus

**By signing, I confirm:**

1. **Programme.** My child spends the career orientation days named above with the EMOTiC team, at the EMOTiC office (Rauhensteingasse 7/18, 1010 Vienna) and/or at the Jugendgästehaus Wien Brigittenau (Friedrich-Engels-Platz 24, 1200 Vienna), where EMOTiC runs an international Erasmus+ programme. My child also takes part in at least 3 thematic workshops on Friday afternoons, before or after the career orientation days; EMOTiC sets their dates and topics.
2. **Online courses.** In addition, my child completes two self-paced online courses: the ENGAGE and EASY MOOCs (www.emotic.org/e-learning).
3. **Days at the Jugendgästehaus.** There my child supports the EMOTiC team with the programme, for example welcoming the international participants and helping with rooms, materials and photos. The working language is mostly English. My child has lunch with the group, does not stay overnight and goes home after the agreed end of the day; evening activities are not included. My child travels there and back on their own or with me.
4. **Career orientation.** The days are for getting to know the world of work. Under guidance, my child helps with simple tasks, for example with digital tools and AI, design software and European projects. This is not an employment or training contract, and no pay is given.
5. **Support.** The contact person at EMOTiC named above looks after my child and is there for questions from my child and from me. At the Jugendgästehaus my child is always with a member of the EMOTiC team.
6. **Rules.** My child arrives on time, follows the team’s instructions and the house rules of the Jugendgästehaus, treats everyone with respect and keeps information from EMOTiC’s work confidential.
7. **Absence.** If my child is ill or cannot come, my child or I tell EMOTiC as early as possible (by email). A missed workshop can be made up on a later date.
8. **School.** If the career orientation days fall during school time, I arrange the leave with the school.
9. **Certificates.** After the career orientation days my child receives the EMOTiC certificate, after at least 3 workshops an additional joint certificate for the workshops, and the certificates of the two online courses.
10. **Data, photos and videos.** EMOTiC uses the details given here only to organise the programme (privacy notice: www.emotic.org/privacy). I agree that EMOTiC takes photos and videos during the programme, also at the Jugendgästehaus, in which my child can be seen. They are used only to showcase the programme and EMOTiC’s work and to show EMOTiC’s supporters the work it does. I can withdraw this consent at any time for the future.
11. **Ending.** I can end my child’s participation at any time, and so can EMOTiC. A short message is enough.

Place, date

Signature of parent or guardian