

Düsseldorf, June 5th, 2008

Minutes of the CertiLingua General Assembly 2008 in Bad Hofgastein, Austria

Results of votes taken during the CertiLingua General Assembly on 26th April 2008.

1. Documents

The following documents have been unanimously agreed upon as being mandatory. All the CertiLingua documents (updated version) have been posted on www.certilingua.net.

Official documents

Dokument/document	Sprache/Language	Dokument-Nr. / document No	Link	
Antrag auf Anerkennung	Deutsch	A-31-05-07D	pdf	word
Application form	Englisch	A-31-05-07E	pdf	word
Projektbeschreibung	Deutsch	P-26-04-08D	pdf	word
Project description	Englisch	P-26-04-08E	pdf	word
Memorandum of Understanding	Deutsch	M26-04-08D	pdf	word
Memorandum of Understanding	Englisch	M26-04-08E	pdf	word
Annex to the Memorandum	Englisch	AM26-04-08E	pdf	word
CertiLingua Zertifikat	Deutsch	C31-05-07D	pdf	word
CertiLingua Certificate	Englisch	C31-05-07D	pdf	word
CertiLingua Feedback form	Englisch	F26-04-08E	-	link to website

Further documents

Dokument	Sprache	Dokument-Nr.	Link	
Planungsdossier für Schülerinnen und Schüler	Deutsch		pdf	word
Planning dossier für students	Englisch		pdf	word
CertiLingua Förderkreis	Deutsch	P-26-04-08D	pdf	word
CertiLingua Sponsors Group	Englisch	P-26-04-08E	pdf	word
Zertifizierungsbogen 2007 / 2008	Deutsch	M26-04-08D	pdf	word

2. Requirements for awarding the CertiLingua Label of Excellence

2.1. General agreements

The CertiLingua Label of Excellence is based on the European agreement on the mutual recognition of the national baccalaureates.¹

CertiLingua documents and certifies transparently special linguistic, bilingual, European and international competences of students of state schools in Europe on the basis of their national curricula and education in the form of a common label of excellence.

It respects the diversity of educational programmes in the participating partner countries and thus does neither require common curricula nor additional mandatory central testing. CertiLingua is based on the principle of mutual trust and the commitment of the participating partner countries to observe and, if necessary, verify the criteria for awarding the label of excellence at accredited CertiLingua schools as is stipulated in the Memorandum of Understanding as well as agreed upon in the project description which was ratified at the General Assembly 2007 in Düsseldorf. In cooperation with the accredited CertiLingua schools, institutions and educational authorities recommendations of how to achieve and verify the required competences will be passed on in due course.

1. Linguistic competences

By signing the Memorandum of Understanding the supreme educational authorities of the participating partner countries guarantee the achievement of level B2 competences according to the Common European Framework for Languages at their accredited schools and the safeguarding of these competences by means of

¹The CertLingua label of Excellence is based on the national baccalaureates and their Europe-wide recognition by the European convention No 165 "Recognition of Qualifications concerning Higher Education in the European Region" (Lisboa-Convention) of 11 April,1997

adequate instruments of evaluation (e.g. curricular guidelines, central final exams, external certification as well as internal testing on the basis of international certification).

The CertiLingua pilot schools are recommended to make use of European instruments to guarantee the required standards, to exchange their instruments of evaluation and to discuss results on a cross-national basis. A database will be provided to facilitate this process.

The feedback form will be adapted so that the documentation of Level B2 is unequivocal.

For the 2nd year of the pilot phase it is recommended to gain experiences of

- how to reach Reference level B2 when leaving bilingual or language courses before final exams / the baccalaureate

and

- documenting linguistic competences on Reference level B2 in CLIL

<p>The proposal of the workgroup was accepted by 8 votes in favour, 1 dissenting vote and no abstention.</p>
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2. Bilingual competences

Languages for CLIL

The working language in the CLIL-programs has to be part of the schools' foreign language curriculum (that means that foreign languages, regional languages, varieties used by minorities or additional national languages can be used to certify bilingual competences as required by CertiLingua if these languages are taught as a foreign language at the corresponding schools as well).

Amount of lessons taught in CLIL-courses

Framework: One year of CLIL within the last two years of school is regarded as the minimum amount. This means that 70 lessons (of 60 minutes) are a prerequisite for qualification.

If no CLIL classes are offered during the last two years before examinations / baccalaureate, two years of CLIL must be documented within the last four years of school (at least 140 lessons of 60 minutes).

Subjects taught in CLIL-courses

Basically every subject can be taught in CLIL-courses as long as it is part of the upper secondary school's curriculum and as long as it fulfils the school's standards of quality.

Quality of CLIL

If the CertiLingua partner countries have assessed a national grade point average (GPA) for their schools, the GPA for a school's bilingual section has to be within the national GPA of the corresponding subject.

The proposal of the workgroup was accepted by 6 votes in favour, no dissenting vote and 3 abstentions. With regard to this result the aspects mentioned above are regarded as recommendations, not as a set of binding principles.

3. European and international competences

It was agreed that CertiLingua applicants need to reach level 4 of the Common Framework for European Competences in order to verify their European and international competences.

Category **EIO-1** refers to knowledge and skills, as well as to necessary attitudes that students need to have acquired at upper secondary level in order to obtain the CertiLingua label.

This category can be fulfilled and verified by

- either successfully completing subjects that cover corresponding aspects,
- or providing proof that these aspects were covered within several subjects,
- and by critically reflecting the knowledge acquired

Verification of these skills can take place in form of the usual means of assessment (written or oral exam, etc.). The mode and extent of such testing, however, is regulated by the national assessment regulations in the participating countries. A mandatory standardized test is not planned.

Within category **EIO-2** students need to show that they can successfully communicate when personally encountering people from other cultures. This also implies the ability to critically reflect knowledge acquired as well as personal attitudes at upper secondary level.

The following criteria were set up for category **EIO-2**

- The students did actively and successfully participate in at least one project (e.g. a joint project with students from other countries or an international internship)
- These projects need to be authentic. It implies active communication and is a part of the learning process within the school's curriculum. It focuses on a specific problem or question and requires the students to intensively deal with the topic (e.g. by developing their own research questions or by collecting and analysing data etc.)
- The projects lead to a product (research paper etc.) which includes critical reflection of the project and refers to a European and international context
- It is planned that schools will receive helpful suggestions of how best to evaluate the successful achievement of these competences

The proposal of the workgroup was accepted univocally.

2.5 The European Language Portfolio / Europass

The *European Language Portfolio* and *CertiLingua* complement each other perfectly. While the *European Language Portfolio* documents processes of acquiring competences, *CertiLingua* certifies the results of these processes. The basis of certification is the national educational system in the participating countries and the curricular requirements.

The *Europass* is particularly suitable for students who do not fulfil the criteria necessary for the certification of the *CertiLingua* label of excellence but still want to document their linguistic, bilingual, European and international competences.

Therefore, the experimental implementation of the *Europass* and the *European Language Portfolio* are highly recommended for all *CertiLingua* schools.

In addition, the *CertiLingua* network aims at developing common principles for the introduction of portfolio-based instruments to further advance the teaching and learning process.

3. Logo

The logo that the schools of the pilot phase had already suggested at the assembly in Soest, at 29 and 30 November 2007, was univocally accepted in the following form.



6. Website

The results of the general assembly (minutes, presentations) as well as updated and downloadable documents will be provided on the website: www.certilingua.net. At the moment the website is available only in German, translations in English and other languages will be available in short time. Basically the website provides an opportunity to publish articles, event notes or descriptions of successful projects in the context of CertiLingua. Texts can be sent via the national CertiLingua coordinators to michael.rogge@msw.nrw.de. The texts should be sent as text documents and should be written in English and another language (e.g. German, French).

7. Feedback form

The feedback form is meanwhile available online:
<http://www.standardsicherung.de/umfrage/s?s=4>

The survey will be activated for all participating pilot schools from **15 June to 15 July 2008**. The CertiLingua pilot schools will receive an e-mail with further information how to use the online-questionnaire within the next few days. Entry deadline for submission is July 15th, 2008. An analysis of the data will be available in autumn 2008. The national CertiLingua representatives and the pilot schools will receive a detailed analysis of the data collected.

8. Annual Conference 2009

The next annual conference will take place from May 15th – 17th 2009 in Eltville, Germany. Further information will be provided in due time.