

## **TVET GUIDE Case study**

Technical and Vocational Education and Training (TVET) Guide is one of the leading Career Guidance publications of TVET Sector containing information on public sector registered courses and accredited courses and private sector accredited courses. This publication is circulated among all Career Guidance Centres in public sector and other relevant agencies every year. Therefore, TVET Guide is an ideal document to publish details of institutional training courses. Therefore, Tertiary and Vocational Education Commission collects training plans in each TVEC registered training centres annually.

Training Centre is categorized into parent organization and that parent organization identified through a special code. Training centre registration number is provided after centre physical evaluation is done at the centre and the relevant report is approved by the commission. Therefore, centre name, address, contact number GPS location and district, courses and course durations, course fee recorded in the system. After centre is registered, user privileges are granted in order to login to the system.

Training Centre can conduct registered courses for two years and then request has to be done for renewal of the registration. Training Centre can select course and plan the training schedule for the following year. Each course is come under relevant occupational sector. There are 28 sectors are available and each sector provided with sector code and sector description. At the time of searching a course by a student, Student should be able to select his educational level who obtained. Therefore, entry qualification is recorded for a course and those entry qualification describe through qualification ID and qualification description. Student finds NVQ courses as well as non-NVQ courses in the mode of fulltime or parttime under the languages of via Sinhala, Tamil and English. Some training centres may limit candidates for a course through a range of age. Therefore, minimum and maximum age is recorded. Student can find a course and join it through mentioned upcoming batch starting month. After fulfilling candidates' requirements above information can be submitted in order to publish it in TVET Guide and TVEC website.