

On the approval of the Rules for the organization of dual training

Unofficial translation

Order of the Minister of Education and Science of the Republic of Kazakhstan, dated January 21, 2016 № 50. It was registered with the Ministry of Justice of the Republic of Kazakhstan on March 9, 2016 № 13422.

Unofficial translation

In accordance with subparagraph 102) of Article 5 of the Law of the Republic of Kazakhstan "On education" **I hereby ORDER:**

Footnote. The preamble - in the wording of the order of the Minister of Education of the Republic of Kazakhstan dated 08.08.2023 № 252 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

1. To approve the attached rules for the organization of dual training.
2. Department of modernization of vocational and poslesred his education (Kalenova D.Zh.) in accordance with the legislation to provide:
 - 1) state registration of this order in the Ministry of Justice of the Republic of Kazakhstan;
 - 2) within ten calendar days after the state registration of our order, sending a copy of it for official publication in periodicals and the Legal Information System Adilet, as well as in the Republican State Enterprise on the right of economic management “Republican Center for Legal Information of the Ministry Justice of the Republic of Kazakhstan ”for placement in the Reference Control Bank of regulatory legal acts of the Republic of Kazakhstan;
 - 3) the placement of this order on the Internet resource of the Ministry of Education and Science of the Republic of Kazakhstan;
 - 4) within ten working days after the state registration of this order in the Ministry of Justice of the Republic of Kazakhstan, submission to the Legal Department of the Ministry of Education and Science of the Republic of Kazakhstan of information on the implementation of measures of measures provided for by subparagraphs 1), 2) and 3) of this paragraph.
3. The control over the execution of this order shall be assigned to the supervising vice minister of education and science of the Republic of Kazakhstan.
4. This order becomes effective after ten calendar days after the day its first official publication.

*The Minister education and science
Republic of Kazakhstan*

A. Sarinzhipov

"AGREED"

The Minister
health and social

development of the Republic of Kazakhstan

February 2, 2016

"AGREED"

The Minister

national economy

Republic of Kazakhstan

February 5, 2016

Approved by order of the
Minister of Education of the
Republic of Kazakhstan
dated January 21, 2016 № 50

The rules of the organization of dual training

Footnote. The rules are in the wording of the order of the Minister of Education and Science of the Republic of Kazakhstan dated September 11, 2018 № 455 (shall be enforced upon expiry of ten calendar days after the day its first official publication).

Chapter 1. General Provisions

1. These Rules for the organization of dual training (hereinafter referred to as the Rules) have been developed in accordance with the Labour Code of the Republic of Kazakhstan, subparagraph 102) of Article 5 of the Law of the Republic of Kazakhstan "On education" and shall determine the procedure for the organization of dual training.

The Rules shall apply to educational institutions implementing educational programs of technical and professional, post-secondary education, regardless of the form of ownership and departmental subordination, training centres, enterprises (organizations) participating in dual training.

Footnote. Paragraph 1 - in the wording of the order of the Minister of Education of the Republic of Kazakhstan dated 08.08.2023 № 252 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

2. The following basic concepts are used in the Rules:

1) student - a person studying in an educational organization that implements educational programs of technical and vocational, post-secondary education;

2) intermediate certification of students - a procedure conducted to assess the quality of students mastering the content of a part or the entire volume of one academic subject, one academic discipline and (or) module, as well as professional modules within the framework of one qualification after completion of their study;

3) the educational program - a single set of basic characteristics of education, including the goals, results and content of training, the organization of the educational process, methods and methods for their implementation, criteria for assessing learning outcomes;

4) qualification assignment - the procedure for confirming the totality of individual abilities, professional knowledge, skills needed to perform work within the framework of the corresponding type of professional activity in a particular specialty;

5) the authorized body in the field of education - the central executive body of the Republic of Kazakhstan, which provides leadership and intersectoral coordination in the field of education;

6) dual training - a form of training that combines training in the organization of education with mandatory periods of industrial training and professional practice at the enterprise (in the organization) with the provision of jobs and compensatory payments to students, with equal responsibility of the enterprise (organization), educational institution and student ;

7) The agreement on the dual training - a written agreement between the students, the enterprise (organization) providing a working space for the passage of industrial training and professional practice, and educational institution, which regulates conditions and procedures of the production nngo training and professional practice;

8) labor function - a set of interrelated actions aimed at solving one or more tasks of the labor process;

9) professional practice - a type of educational activity aimed at consolidating theoretical knowledge, skills , acquiring and developing practical skills and competencies in the process of performing certain types of work related to future professional activities;

10) vocational guidance - providing information and advice to the student in the exercise of his rights in the field of educational and professional opportunities, free and informed choice of profession and place of study in accordance with professional interests, individual abilities and psycho-physiological characteristics;

11) enterprise (organization) - a legal entity or an individual entrepreneur participating in dual training in accordance with these Rules;

12) compensation payments - cash in yplaty related to vocational training, retraining and advanced training of employees or other persons who are not in labor relations;

13) production training - training aimed at acquiring theoretical knowledge and practical skills of students on the basis of educational organizations and (or) enterprises (organizations) ;

14) curriculum - a program that determines for each academic subject, each academic discipline and (or) module the content and volume of knowledge, skills and competencies to be mastered;

15) educational institution - an educational organization that implements educational programs for technical and vocational, post-secondary education in dual training;

16) a training center - an independent form of ownership that implements educational programs of continuing education with the obligatory organization of industrial practice;

17) curriculum - a document governing the list, sequence, volume (labor) of educational subjects, academic disciplines and (or) modules, professional practice, other types of educational activities of students of the appropriate educational level and form of control;

18) mentor - a qualified employee of an enterprise (organization), owning production technologies or the service sector, managing production training and professional practice;

19) student - a person studying in the organization of education in educational programs of continuing education and preparatory department.

3. Participants in the dual training:

1) educational institutions that implement educational programs of technical and vocational, post-secondary education, regardless of ownership;

2) enterprises (organizations), regardless of ownership;

3) student - student (trainee), student.

4. Mandatory components of dual learning:

1) agreement on dual training;

2) a working curriculum of dual training, agreed with the organization (enterprise);

3) training, workplaces and (or) a training production center in enterprises (organizations) equipped for the implementation of industrial training and professional practice, or training and production workshops, training facilities, training grounds in educational institutions implementing educational programs of technical and vocational, post-secondary education;

4) mentors of industrial training and professional practice at enterprises (in organizations).

Chapter 2. The organization of dual training

5. Dual training is carried out in accordance with the contract on dual training.

6. The selection for dual training is carried out:

1) based on the results of the interview with students who expressed a desire to study in dual training conducted by the enterprise (organization);

2) according to the applications of citizens in an arbitrary form.

7. The organization of the educational process shall be carried out in accordance with working curricula and working curricula developed on the basis of educational programs and standard curricula of a cycle or module of general educational disciplines.

Footnote. Paragraph 7 - as amended by the order of the Minister of Education of the Republic of Kazakhstan dated 27.08.2022 № 380 (shall be enforced ten calendar days after the day of its first official publication).

8. The educational process in educational organizations implementing educational programs of technical and vocational, post-secondary education includes theoretical training in educational organizations, as well as industrial training and professional practice performed under the supervision of a master of industrial training, a practice supervisor in educational

and industrial workshops, training farms and training grounds, under the supervision of a mentor, master of industrial training, practice supervisor - on the basis of enterprises (organizations).

Insurance of the student against accidents during the period of industrial training and professional practice at enterprises (organizations) is carried out on a voluntary basis at the expense of income received from paid services.

Footnote. Paragraph 8 - as amended by the order of the Acting Minister of Education of the Republic of Kazakhstan dated 29.05.2024 № 128 (comes into force ten calendar days after the date of its first official publication).

9. The forms, content and volume of industrial training and professional practice are determined on the basis of existing educational programs in the relevant specialty and qualification.

10. Educational programs of technical and vocational education using dual training provide for theoretical training in educational organizations and industrial training in the form of professional practice at the enterprise (organization), at least sixty percent of the volume of academic time of general professional, special disciplines and (or) basic, professional modules.

Footnote. Paragraph 10 - as amended by the order of the Acting Minister of Education of the Republic of Kazakhstan dated 29.05.2024 № 128 (comes into force ten calendar days after the date of its first official publication).

11. The schedule of the educational process is approved by the educational organization and agreed with the enterprise (organization).

12. During the period of industrial training and professional practice, the student is subject to the labor regulations of the enterprise in accordance with the requirements of the Labor Code of the Republic of Kazakhstan.

Footnote. Paragraph 12 - as amended by the order of the Minister of Education of the Republic of Kazakhstan dated 27. 08.2022 № 380 (shall be enforced ten calendar days after the day of its first official publication).

13. During the course of industrial training and professional practice, the trainee shall perform certain functional duties that are counted in the work experience of the trainee, and during this time, in accordance with Article 119 of the Labor Code of the Republic of Kazakhstan, compensation payments may be made.

The document confirming the student's work activity shall be a dual training agreement.

Occupational safety and health requirements shall apply to persons undergoing industrial training and professional practice.

Expenses transferred by organizations of technical and vocational, post-secondary education in dual education shall be reimbursed to enterprises (organizations) in accordance with the Methodology for per capita regulatory financing of preschool education and training, secondary education, as well as technical and vocational, post-secondary, higher and

postgraduate education, taking into account the credit technology of education, approved by the Order of the Minister of Education and Science of the Republic of Kazakhstan dated November 27, 2017 № 597 (registered in the State Register of Normative Legal Acts under № 16137).

Footnote. Paragraph 13 - as amended by the order of the Minister of Education of the Republic of Kazakhstan dated 27.08.2022 № 380 (shall be enforced ten calendar days after the day of its first official publication).

14. Compensatory payment to the student shall be established at the discretion of the enterprise (organization).

15. Persons who have passed the qualification exam are assigned the appropriate qualification level for a particular specialty and a certificate (certificate) of qualification is issued .

Educational organizations that implement educational programs of technical and vocational, post-secondary education, according to the results of mastering by students the professional modules within the framework of one qualification and (or) the results of intermediate certification issue a certificate of professional training.

16. Interim certification is carried out by the educational institution, in which the examination committee is formed with the involvement of mentors (not associated with the certified) and specialists from the enterprise (organization) involved in dual training.

17. A student who has passed the final certification for the development of an educational program for technical and vocational education is assigned a working qualification (qualifications) and (or) the qualification of “middle-level specialist”.

A student who has passed the final certification for the development of the educational program of post-secondary education is assigned the qualification of “applied bachelor”.

18. A student who has passed the final certification is issued a state diploma .

Chapter 3. Functions of participants in the process of organizing dual training

19. The authorized body in the field of education provides advice on the organization of the educational process in dual education and other powers in the framework of dual education.

20. The National Chamber of Entrepreneurs of the Republic of Kazakhstan "Atameken" shall promote the conclusion of trilateral agreements on dual training, take part in the development of educational and methodological materials, and educational programs using dual training, develop and implement measures to assist in the employment of graduates who have studied in dual training, conduct monitoring the needs of business entities in professional staff, coordinating the work of regional chambers of entrepreneurs, exercising other powers within the framework of dual training.

Footnote. Paragraph 20 - as amended by the order of the Minister of Education of the Republic of Kazakhstan dated 27.08.2022 № 380 (shall be enforced ten calendar days after the day of its first official publication).

21. Educational institution:

- 1) creates the necessary conditions for the educational process;
- 2) coordinate with the enterprise (organization) working curricula and working curricula for dual training;
- 3) implements educational programs for dual training taking into account the requirements of the enterprise (organization);
- 4) monitors the passage of industrial training and professional practice for trainees at the enterprise (organization);
- 5) conducts intermediate and final attestation at an educational institution and takes part in a qualification exam;
- 6) directs teachers for internships in agreement with the enterprise (organization);
- 7) promotes employment of graduates who have studied in dual training and have confirmed their qualifications;
- 8) concludes trilateral agreements on dual training;
- 9) issues a certificate of professional development.
- 10) approves the schedule of organization of industrial training and professional practice of the trainee on the basis of the enterprise (organization);
- 11) appoints the head of the practice or the master of industrial training, who monitors the trainee during the period of industrial training and professional practice on the basis of the enterprise (organization);
- 12) accepts the report of the trainee, signed by the mentor, on the implementation of industrial training and professional practice programs on the basis of the enterprise (organization) according to the schedule of the educational process.

Footnote. Item 21 - as amended by the Order of the Minister of Education and Science of the Republic of Kazakhstan dated 18.05.2021 № 222 (shall be enforced upon the expiry of ten calendar days after the date of its first official publication); as amended by the Order of the Minister of Education of the Republic of Kazakhstan dated 27.08.2022 № 380 (shall be enforced ten calendar days after the day of its first official publication).

22. Company (organization):

- 1) in accordance with the legislation of the Republic of Kazakhstan on education provides space for a professional apprenticeship and industrial training creates a safe environment and performs duties under the agreements;
- 2) familiar with the material and technical base of the institution with a view to making recommendations for its improvement;
- 3) assist in strengthening the material-technical base of the institution;

4) send the application to the regional chamber of entrepreneurs of all educational, jobs in the enterprise (organization) in the dual training;

5) participate in the development of working curricula and working curricula of an educational institution, as well as educational and methodological complexes;

6) ensure the conduct of industrial training and professional practice in the enterprise (organization) in accordance with the educational programs under the contract;

7) the student provides a means of individual protection according to the instructions of the enterprise (organization) and the tools needed for the training;

8) provides a student, jobs in accordance with safety;

9) establishes, on the basis of the Treaty on the dual training for trainees mentor to guide industrial training and professional practice;

10) introduces the working conditions, the regulatory legal acts regulating this sphere, with the requirements of safety and labor protection;

11) provides all types of training provided by the legislation on labor protection, safety, and local documents of the enterprise (organization);

12) participates in the interim and final evaluation of the student;

13) during the course of industrial training and professional practice, in accordance with Article 119 of the Labor Code of the Republic of Kazakhstan and the terms of the dual training agreement, they may make compensation payments to the trainee for certain functional duties performed;

14) in the presence of vacancies is considering the possibility of employment of graduates, students in the dual training and have confirmed their qualifications;

15) interviews with applicants wishing to study in the dual training;

16) enter into tripartite agreements on dual training;

17) confirms the completion of industrial training and professional practice on the basis of the enterprise (organization) in accordance with the Treaty of dual training.

Footnote. Item 22 - as amended by the Order of the Minister of Education and Science of the Republic of Kazakhstan dated 18.05.2021 № 222 (shall be enforced upon the expiry of ten calendar days after the date of its first official publication); as amended by Order № 380 of the Minister of Education of the Republic of Kazakhstan dated 27.08.2022 (shall be enforced ten calendar days after the day of its first official publication).

23. Trainee:

1) gets acquainted with working conditions, regulatory legal acts regulating this sphere, labor and labor safety conditions;

2) complies with training and production discipline, internal labor regulations, labor protection and safety requirements ;

3) undergoes a full training course established by the curriculum;

4) keep a diary on the passage of industrial training and professional practice, provide a report to the mentor on the work done;

5) passes intermediate and final certification upon completion of dual training.

24. The local executive body in the field of education :

1) provides the organization of training of qualified workers and mid-level specialists in dual training;

2) monitors the organization of dual training in the region;

3) provides advice on the organization of the educational process in dual training;

4) together with the regional chamber of entrepreneurs, is working to attract educational institutions and helps to attract enterprises (organizations) in dual training;

5) together with the regional chambers of business owners, promotes the conclusion of dual training agreements ;

6) monitors and promotes the employment of graduates who have studied dual education;

7) exercises other powers in the framework of dual education.

25. Regional Chamber of Entrepreneurs:

1) accepts applications from enterprises (organizations) wishing to participate in dual training for the provision of training, jobs in the enterprise (organization);

2) provides assistance on the creation of training, jobs at the request of enterprises (organizations);

3) promotes the conclusion of agreements on dual training;

4) register and maintain a register of dual training agreements;

5) provides advisory assistance on the organization of the educational process in dual training;

6) assists in the training of a mentor from an enterprise (organization) and monitors the consolidation of mentors in enterprises (organizations);

7) facilitates the conduct of the qualification exam for graduates who have completed dual training;

8) coordinate the candidacy of the chairman and the composition of the qualification commission, formed from among representatives of enterprises (organizations) and associations of employers , when organizing the qualification exam;

9) exercises other powers in the field of dual training;

10) takes part in the formation of the state order for training.

26. Mentor:

1) with the consent of the supervisor of the enterprise (organization) connects for the additional training of the ward with other specialists of the enterprise;

2) requires the student guidelines on issues related to production activities;

3) seeks to management on creating the necessary conditions for the normal work activities of the student;

4) requires operational reports at the student, both orally and in writing;

5) makes proposals on the assignment of the working level and involved in the discussion of professional characteristics of the student;

6) participate in the discussion associated with the production and social activities of the student, makes proposals to the immediate Manager of the enterprise (organization) about the promotion or the application of disciplinary measures;

7) assist the learner to become familiar with operations, corporate culture and in subsequent professional development, fixing it in the workplace;

8) ward teaches the practical techniques and methods qualitative performance of official duties and assignments;

9) provide training in accordance with working curricula and working curricula agreed upon with the enterprise (organization);

10) controls the execution of the instructions given to the learner;

11) identifies and helps to rectify the mistakes of the trainees, assists in the elimination of existing shortcomings;

12) generates a responsible attitude of the student to the performance of their professional duties, as well as respect for colleagues;

13) promotes respect for workers, their work and the results of labor, as well as a responsible attitude towards their work;

14) is a review on the learner;

15) increases your level of qualification in the field of educational technology;

16) confirms the performance of the obligations of the student in the period of the industrial training and professional practice in the framework of the agreement on dual training.

Footnote. Item 26 - as amended by the Order of the Minister of Education and Science of the Republic of Kazakhstan dated 18.05.2021 № 222 (shall be enforced upon the expiry of ten calendar days after the date of its first official publication); as amended by Order № 380 of the Minister of Education of the Republic of Kazakhstan dated 27.08.2022 (shall be enforced ten calendar days after the day of its first official publication).

27. Local executive bodies, regional chambers of entrepreneurs, educational institutions, enterprises (organizations) systematically conduct vocational guidance among self-employed, unemployed and low-income groups of students, students of secondary education organizations, in vocational guidance.