

Council for Technical and Vocational Education and Training (COTVET)
Regional and National Skills Competitions
Guidelines for Registration

1.0 World Skills Competition Explained

- 1.1 The World Skills Competition is an international event where people not older than 25-years of age represent their countries and compete with each in various artisanal trades and skills categories.
- 1.2 The next World Skills Competition will be held in Kazan, Russia in 2019, from 22nd to 27th August 2019.
- 1.3 Ghana may participate as an observer/ associate member in Kazan, Russia 2019 World Skills Competition and feature in either the Transport and Logistics, Manufacturing and Engineering Technology, Information Technology, Construction and Building Technology, Fashion and Creative arts, Social and Personal service.
- 1.4 Winners who demonstrate **exceptional skills** at the National Competition would be selected to represent Ghana in Russia in any of the skills areas as stated above.
- 1.5 The preparation and all other costs for Ghana's representation at the World Skills Competition are funded by the Council for Technical and Vocational Education and Training (COTVET) through sponsorship from its stakeholders.
- 1.6 The competition programs are as follows:
 - The competition has three stages:
 - Stage-1 is a Regional Skills Competition for all competitors.
 - Stage-2 is a National Skills Competition for winners at the Regional Skills Competition.
 - Stage-3 is the 2019 World Skills Competition in Kazan, Russia for the winners of the National Skills Competition with **exceptional performance**.
 - It all begins with an application to enter the Regional Skills Competition. The entry form is used as the application to enter the regional competition and it must be submitted by **15th June, 2018**. A Competitor at the WorldSkills Competition must not be older than 22 in the year of the Competition. Competitors in Information Network Cabling, Mechatronics, Manufacturing Team Challenge, and Aircraft Maintenance, must not be older than 25 years in the year of the Competition

- Stage-1 will be held in either the third or fourth week of September, 2018 at competition venues in all 10 regions of Ghana.
- The details of Stage-2 will be known to winners of the Regional Skills Competitions.

2.0 Application Criteria

- 2.1 The applicant (person entering to compete) must be below 25 years.
- 2.2 Applicants must be Ghanaians.
- 2.3 An applicant must have demonstrable skills/experience in the skills category he/she intends to compete in.
- 2.4 Employed applicants may only enter and/or compete with the consent and approval of his/her employer.
- 2.5 Students may only enter and/or compete with the consent and approval of his/her institution.
- 2.6 Self-employed /Unemployed applicants do not need employer consent. Their form should be endorsed by a witness.
- 2.7 Applicants must attach a certified copy of their Ghanaian Identity documents to the application and bring the original identification document on day of competition.
- 2.8 Completed registration forms can be posted to **The Executive Director, Council for Technical and Vocational Education and Training (COTVET), P. O. Box M 651, Ministries, Accra** or emailed to p.andoh@cotvet.gov.gh / t.zogblah@cotvet.gov.gh
- 2.9 Applicants must be able to read and write.

3.0 National Skills Competitor's responsibility:

- 3.1 A coach and mentor (known as an expert) will be assigned to the Ghanaian competitor. The expert will be responsible for the competitor's development and preparation for stage-3; the World Skills Competition.
- 3.2 The Ghanaian competitor is expected to:
 - ✓ Communicate with expert to establish and understand how best to prepare for competition of his/her trade/skills category.
 - ✓ Must be available to work with the expert at least once a month in preparation for the World Skills Competition.
 - ✓ Must be willing to travel.
 - ✓ Must be in possession of a valid passport 6-months prior to the World Skills Competition.
 - ✓ Practice and prepare for the competition according to schedule provided by the expert.

- ✓ Exceptional winners at the National Skills Competition must be available to compete at the World Skills Competition from the 22nd to 27th August, 2019 in Russia.
- ✓ Competitors at the World Skills can compete only once at the world level.

4. Institution/ Employer Responsibilities/Guardians:

- 4.1. Allow the competitor/s to compete in Regional and National Skills Competitions.
- 4.2. Are encouraged to support with the travel cost of the competitor to Regional and National Skills Competitions.
- 4.3. Allow the selected competitor to represent Ghana at the World Skills Competition.
- 4.4. Encouraged to allow his/her assigned expert to use the workplace and available resources to practice with the competitor.
- 4.5. Encouraged to give the competitor reasonable time off to go off-site and prepare for the World Skills Competition. A reasonable time-off is expected to be not less than 10% of the competitor's working hours, excluding time-off to attend the World Skills Competition.
- 4.6. May assist in the development of the competitor for the World Skills Competition.
- 4.7. Give the competitor time off from work to compete in the World Skills competition from the 22nd to 27th August, 2019.