

Technical and Vocational Training Organization of the Islamic Republic of Iran (TVTO)

A) Introduction

Technical and Vocational Training Organization is an organization affiliated to the Ministry of Cooperatives, Labor and Social Welfare of Iran, which was established in 1980 under the name of Technical Training and Manpower Organization. And in 1981, it was renamed to the country's Technical and Vocational Training Organization.

Currently, in addition to the headquarters, there are 31 head offices in Iran, about 700 state TVET centers and more than 20 thousand private TVET institutes and 4622 trainers in state centers and 33418 trainers in private institutes.

The main mission of TVTO is skill training (to novice trainees), research, developing Training standards, workforce evaluation and training technical and vocational trainers (TOT).

TVTO has extensive and continuous interactions in the international arena in order to have effective presence and to improve the level of technical and vocational training and achieve international standards.

One of the most important activities of TVTO in the field of international interactions is effective communication with active international TVET organizations, signing memorandums of understanding, providing face to face/virtual training for trainers (TOT) novice trainees and among the countries of the region and the Islamic world, holding multilateral international competitions and holding joint preparation camps for skill competitions with other countries.

World Skills Organization, UNESCO, UNIDO, UNFPA, UNDP, World Bank, UNEVOC and ... are among international bodies in contact with TVTO.

National Center for Instructor Training (ITC)

This center was established and came into operation in 1974 with the cooperation of the International Labor Organization (ILO), and the United Nations Development Program (UNDP) in an area of 15 hectares in the city of Karaj and equipped with the efforts of Iranian experts.

This center officially started to operate in 1984. Among the main activities of TVTO are training, exchanging and providing instructors for Technical & Vocational Training Centers (TVTC) of TVTO and other institutions and organizations.

This center is one of the unique training centers in West Asia in terms of experienced teaching staff, training space, specialized departments, specialized equipment and facilities. It consists of 16 departments including:

- 1) Electrical Industries (Commercial Wiring & Industrial Control),
- 2) Welding Industries, 3) Automotive Technology, 4) IT & Telecom, 5) Electronics, PLC & Recyclable Energies, 6) Construction Industries & Architecture, 7) Machine Tools & CNC,
- 8) Wood Industries & Handicrafts, 9) Heating, Ventilation, Air Conditioning (HVAC), refrigeration & Home Appliance repair, 10) Educational science, soft skills & entrepreneurship, 11) Foreign Languages, 12) fashion technology & clothing industries, 13) Electronic Content Production,
- 14) Visual Arts, Handiwork, 15) Agriculture & food industries, 16) Tourism & Hotel management.

It also includes such amenities as conference halls, a library, a canteen, dormitories, VIP residence, mosque and a sports field.

B) Course titles and basic cost of international Training in 2024

The organization's courses are conducted in two ways: regular and tailored.

Courses are held at two levels: trainee / novice training and TOT (training of trainers & instructors).

The total cost of each training activity is calculated in the form of tuition and subsistence costs.

Tuition fee covers:

Registration, preparation of educational materials and books, and use of facilities and educational support matters including: space, consumables, equipment, depreciation, lecturers, translators and

The tuition fee varies between 35 and 60 Euros (*person/day*) based on the type and level of the course.

Subsistence fee covers board and lodging (three meals and two snacks) as well as two training/sightseeing tours (if planned).

The amount is calculated based on person/day (one person per day) in Euros.

The subsistence cost will be 40 euros per person/day.

The total basic cost of all training courses will be between 80 and 100 euros (person/day) based on the type and level of the course.

The above costs

Notes:

- The announced fees are based on a 30-hour training course, including 5 days of training (6 hours of training per day) and 7 days of accommodation and full board on campus, which may change if the relevant hours are changed.
- The mentioned costs are based on person/day (one learner per day).

- The mentioned costs are designed for a class of 8 to 12 learners, and the mentioned cost can be negotiated if the number of learners increases or decreases.
- No medical expenses will be borne by TVTO and trainees are required to present their insurance documents to the relevant unit at the time of registration.
- Commuter ticket costs will be negotiated based on specific tariffs at the time of implementation.
- Other costs will be negotiated based on the applicant's needs (change of room type or occupancy option and/or customization of the training course).
- There is a possibility of an increase in the price of specialized and advanced courses due to the change in the price of consumables and required equipment up to 25% of the basic rate.
- **The total price of a training activity is calculated through tuition and subsistence costs. Costs are subject to change.**

TOT (Training of trainers and instructors) in 2024

no	Course type and level	Tuition (person/day)	Subsistence costs (person/day)	Total cost (person/day)
1	Theory and soft skills courses	45 Euros	40 Euros	85 Euros
2	Basic level and software courses	50 Euros	40 Euros	90 Euros
3	Specialized course (30% theory, 70% practical)	55 Euros	40 Euros	95 Euros
4	Advanced course (practical and project-oriented)	60 Euros	40 Euros	100 Euros

Novice/ Trainee Training in 2024

no	Course name	Tuition (person/day)	Subsistence costs (person/day)	Total cost of training person/day
1	Health and safety, soft and cultural technology, soft skills (non-technical skills)	40 Euros	40 Euros	80 euros
2	Tourism, hospitality	45 Euros	40 Euros	85 euros
3	Fisheries and aquaculture affairs, agriculture (horticulture), water management	45 Euros	40 Euros	85 euros
4	Handicrafts (wood, metal, pottery, glass, leather), clothing industries (weaving, traditional sewing), jewelry	45 Euros	40 Euros	85 euros
5	HVAC, welding and welding inspection, instrumentations, electronics, industrial control, commercial wiring. machine tools, CNC milling/turning, architecture, building industries, automobile technology, agricultural machinery, wood industries, information technology, communication technology	50 Euros	40 Euros	90 euros

Notes:**Subsistence costs** include:

Accommodation and full board (three meals and two snacks) as well as two training/sightseeing tours (if planned).

The amount is calculated based on person/day (one person per day) in Euros. (40 Euros per person/day)

Tuition fee includes:

Registration, preparation of educational materials and books, and use of facilities and educational support matters including: space, consumables, equipment, depreciation, lecturers, translators and executive agents.

C) Expert & Technical services

Technical and Vocational Training Organization of the Islamic Republic of Iran (TVTO) announces its readiness to offer expert & technical services including construction, provision and installation of workshop facilities through drawing contract with applicant countries.

Address: Azadi St, Tehran, Iran

Zip Code; 12345653868

Email Address: int@irantvto.ir

Site address: <https://irantvto.ir/>

Contact: +982166583609-10

Fax: +982166583608

P.O.B: 818/13445