



All Year Long

On the TUSCANY COAST and in Lunigiana





ABOUT US

Who we are



T&S -TRAINING & STUDY in **TUSCANY** is a service realized by **SERINDFORM srl**, a vocational training Agency founded by experts of this field. Our agency is also specialized in transnational mobilities.

We are situated in the Apuo-Versiliese coast in Tuscany, a beautiful strip of land in the north west of Italy. You can find us in Massa, the medieval centre of Cybo-Malaspina dynasty and a strategic point along Via Francigena, the famous pilgrimage route running from France to Rome.

We offer vocational training programmes and traineeships in different sectors.

We can host adults and young people from Europe and other countries around the world.

Our Agency staff will provide participants support during their stay and their training activities with a 24 hours tutoring service.

Tanks to the ERASMUS+ project called “**ITALIA@VOLA (e-commerce of the italian Tipycal products)**” and thanks to the experience gained in developing it, our company has geen selected as proter of good practice in orientation, relative to international mobilities. For this reasion the project will be examined from the istitutions concerned as a specific case study



Art cities close to our Agency:
Firenze **Pisa** **Lucca**





EUROPEAN PROJECTS



WHAT WE OFFER

about the project planning and management

- **Guidance and counselling service** in respect of the kind of project that you decide to propose.
- Preparation of the necessary **documents** for the project: Partner data, Learning Agreement, Letter of intent, Europass...
- Organization of **Traineeship or Training&Job experience** in hosting companies of the Apuo-versiliese coast and in Lunigiana.
- Through the our service **EUROPE for YOU**, we can offer our support for the realization of a **multinational partnership**: we are connected with 11 European countries such as UK, Malta, France, Germany, Portugal, Spain, Ireland, Austria, Albania, Czech Republic, Lithuania, Bulgaria. We can select the partners in respect of the project focus.
- **Accommodation** in hotel, hostel or apartments (full board, half board, self catering)
- Organization of **flights** and **transfer** from/to the airport (service coordinated by a travel agency).
- Organization of **local transports**
- **Language course** to support the work experience.
- **Cultural visits** and **work experience meetings**.
- **Social activities** to create more synergies among the participants.
- **Tutoring** service with a mother tongue people and a qualified team speaking English, Spanish or German.
- After the project adjudication and if required by the grantee, **T&S/Serindform srl** could organize a preparatory visit in Massa.

WHAT WE OFFER

as hosting organization for a project already financed

We are also pleased to **become your hosting organization for project already financed**: we can solve and value your problems and take advices in respect of the project characteristics defined before our introduction.

You can rely on our support for the participants **selection**.

We can quickly prepare all the steps of the mobility and the participants reception: participants arrival, accommodation, traineeship or training and job activities, matching with the host companies...

In addition, we can **provide all services** previously mentioned for the project management.

If required by the grantee, **T&S/Serindform srl** could organise a **preparatory visit** in Massa.





OUR AGENCY



OUR TERRITORY

This part of Tuscany, situated between the Apuan Alps and the sea, encloses excellent opportunities in different areas.

...AND EVEN MORE...

- the famous “5 Terre” with its beautiful cliffs overlooking the sea.

ntre with its cathedral is easily connected to the seaside, important for tourism.

*- **Carrara** is set like a stone among the marble quarries that attract many tourists from all over the world. In the oldest part of the town, Carrara houses an important Romanesque-Gothic cathedral completely faced in marble.*

*- **Versilia** is famous all over the world for its tourist activities, its food and drink with the local dishes and the popular discos.*

*- **Viareggio** is well-known for its boat industry. This activity, with its world-renowned shipyards, represents a primary excellence, attracting buyers and traders from all over the world.*

*- the **Alpi Apuane**, capped in winter and green during the summer, offer the amazing view of white marble quarries from which Michelangelo drew for his sculptures. Students from all over the world come to learn the ancient and modern marble working.*

*- The **Alpi Apuane Parc** offers several opportunities: spectacular paths for trekking and also tours for bikers surrounded by nature.*

*- **Lunigiana** is important for its history, the medieval castles that rise majestically above the wooded green valleys and its typical dishes.*

- the famous “5 Terre” with its beautiful cliffs overlooking the sea.

PHOTO GALLERY



OUR SERVICES

- * Accommodation*
- * Work Experience o Training&Job o Language Course*
- * Work placement and matching with the hosting companies.*
- * Weekly or monthly local transports pass.*
- * Welcoming participants at their arrival at the airport, train station or bus stop.*
- * Tutoring*
- * Monitoring*
- * Final certificates*
- * Cultural and social activities.*



ACCOMMODATION

The types of Accommodation that we offer during the stay are:

Shared Apartment

Hostel

Hotel



ACCOMMODATION

photo gallery



PARTICIPANTS RECEPTION

First day of the stay

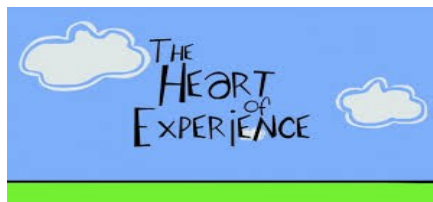
- Welcome Meeting
- City tour

Last day of the mobility

- Participants will receive final certificates
- **T&S** final greetings



*List of FIELDS
in which we can organize
a WORK EXPERIENCE*



Tourism

Agriculture

Food and beverage industry

Boat industry

Marble

Marketing and advertising

Theatre, dance and music

Administration

Trade

Volunteering

Hairstyling and beauty

Arts and cultural heritage

Social care

Mechanics

Sports and leisure

Information Technology (I.T.)

Media and communication

Accounting

Logistics

Travel agency and tour operator

Work Experience programme *(1 Week)*

- **First day:** Participants arrival; participants welcoming by **T&S** staff at the airport, bus stop or railway station; accommodation arrangement.
- **Second day:** **Morning:** welcoming day by **T&S** staff: every participants will receive a welcoming kit with information about their stay; it will follow a city tour and lunch. **Afternoon:** Visit to the host companies
- **Third, quarter and fifth day :** participants will develop their **TRAINERSHIP** max 8h for day
- **Sixth day :** Free time / cultural visits
- **Sunday :** Participants will receive final certificates and departure. **T&S** will accompany participants to the the airport, bus stop or railway station.



for Work Experience of more weeks (2-3-4 weeks and more)

1° Day : Participants arrival at the airport, bus station or train station. They will be welcomed by members of (T&S) staff and accompanied to Accommodation.

2° day : Morning: welcome meeting at (T&S) office: every participants will receive a welcoming kit with. Visit of the city.

Afternoon: individual or groupal visits to hosting companies

Following days: participants WORK EXPERIENCE at hosting companies, it is foreseen a maximum of 8 working hours per day.

Saturday: or a week working day, cultural and educational visits

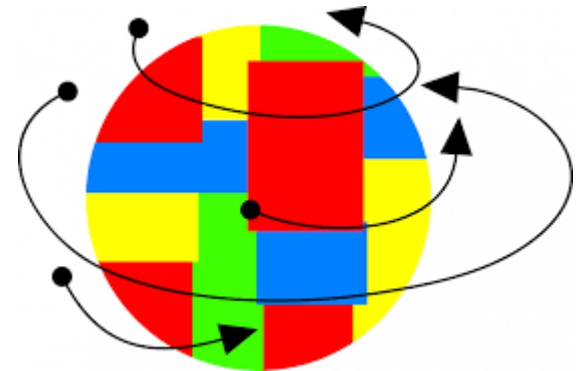
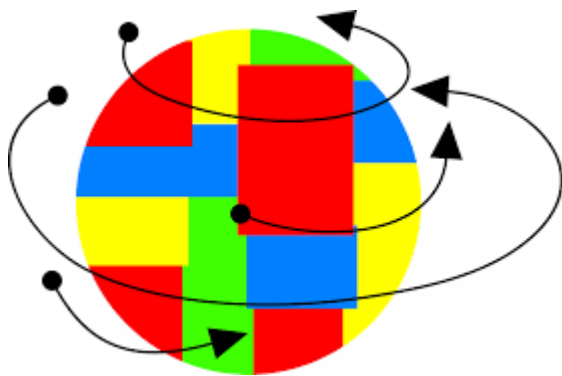
Sunday: free day

The day before departure: participants will receive certificates and documentation

Day of the departure: Participants leave for the airport, bus station or railway station, accompanied by (T&S) staff members.



Our hosting offers does not refer only to groups of participants, but we can also arrange and manage individual mobility programmes, for people coming from Europe and from All Over the World.



LANGUAGE COURSES for Business

Our Course are all aimed to work activities and business .

Course are delivered for the main part by mother tongue teachers.

Levels are as follow:

- **LITERACY**
- **BASIC**
- **ELEMENTARY**
- **AVERAGE**
- **ABOVE AVERAGE**
- **ADVANCED**



Weekly training hours foreseen for courses are 20. If desired for intensive course they can be rise to 30.

By the end of the course will be grant a Language Skills Certificate

Languages: **Italian, English, Spanish, French, German, Bulgarian, Russian, Romenian, Arab, Mandarin Chinese**



CULTURAL VISITS

- *Massa Carrara and marble quarries*
- *Pisa*
- *Versilia*
- *Lunigiana*
- *Lucca*
- *5 Terre*
- *Firenze*
- *S.Rossore Parc*
- *Massaciuccoli lake*
- *Alpi Apuane Parc and botanic garden*



*Simple steps
to apply for*

a WORK EXPERIENCE and Course

We are pleased to work up an individual quote in respect of your requests.

For this reason we need the following information with all your details:

- 1) Participants number and age*
- 2) Arrival place*
- 3) Arrival date*
- 4) Duration of the stay*
- 5) Work Experience sector*
- 6) Cultural visits*
- 7) Accommodation*





Coordinator: *Cav. Giuliano Pietro Baracchini (Direttore Generale)*

Programming and Skills Evaluation: *Baracchini Paolo*

Web Marketing: *Dott. Nieri Tommaso*

Accounting and reporting: *Dott. Gavignazzi Daniele*

Operational Secretariat : *Dott.ssa Becchi Elisa*

International Secretariat: *Dott.ssa Pedrini Elisa*

Dott.ssa Lorenzelli Valentina

Strategico Tutoring: *Dott.ssa Rustighi Giulia*

Mobility Dedicated Tutor: *depending on sending Country.*

OUR QUALITY CERTIFICATION

Quality Certification



Dasa-Räger

CERTIFICATION BODY CERTIFIES THAT THE QUALITY MANAGEMENT SYSTEM OF

SERINDFORM srl

has been assessed and found in compliance with the standard requirements

EN ISO 9001:2008

For the following activities having as object

**Design and provision of training courses within training obligation,
continual and higher vocational training**

EA Sector 37



CONTACTS

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Follow us on:



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serindform massa

Welcome in TUSCANY!

We are waiting for you!!!



T&S – TRAINING&STUDY in TUSCANY / Serindform srl

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