



Enrolment in a class of 7^e of secondary education

Dear parents,

Your child's orientation and admission to a class of 7^e of secondary education (*enseignement secondaire*) is subject to an orientation decision (*décision d'orientation*) which is prepared jointly by the parents and the pupil's class teacher during an orientation meeting.

The Orientation Decision

The orientation decision entitles a pupil to be admitted to one of the following classes:

- Class of 7^e of classical secondary education (*7^e de l'enseignement classique*) (7 C);
- Class of 7^e of general secondary education (*7^e de la voie d'orientation de l'enseignement général*) (7 G);
- Class of 7^e of the pre-vocational level of general secondary education (*7^e de la voie de préparation de l'enseignement secondaire général*) (7 P).

An orientation towards a class of 7 C also entitles a pupil to be admitted to a class of 7 G.

An orientation towards a class of 7 G also entitles a pupil to be admitted to a class of 7 P.

An orientation towards a class of 7 C or 7 G also entitles a pupil to be admitted to a class of S1 of the European syllabus.

Admittance to classes of the British system and to classes of the International Baccalaureate requires a pupil to pass the relevant entry tests.

The Orientation Commission

If you disagree with the guidance decision of your child, you and the class teacher shall set out the disagreement in a written document addressed to the president of the orientation commission (*commission d'orientation*) of the relevant elementary education directorate (*direction de l'enseignement fondamental*). The commission will examine your child's dossier, which includes its productions and intermediate reports. The commission will hear your position, that of the class teacher, and, if necessary, that of the psychologist. It will take into consideration your child's talents and aspirations. The decision of the commission is without appeal.

Enrolment Procedure

Registration is done using the registration request form that your child's class teacher will hand out to you. In order to enroll your child, you need to submit a **complete dossier** to the directorate of the high school of your choice.

This dossier shall include:

1. a copy of the orientation decision (*décision d'orientation*);
2. a duly completed enrolment form (*formulaire de demande d'inscription*);
3. a copy of the final report of cycle 4 (*bilan de fin de cycle*);
4. a copy of an extended residence certificate (long form - *certificat de résidence élargi* - to be requested from the municipality or downloaded from www.myguichet.lu) in the name of the legal representative of the pupil or a residence certificate (*certificat de résidence*) in the name of the pupil (to be requested from the municipality);
5. a recent photograph of the pupil.

The enrolment period runs from **Monday, 29th June 2020** to **Friday, 3rd July 2020**.

During this period, no priority will be accorded based on the date on which the enrolment request is received by the relevant directorate. For organisational reasons, please do not apply to more than **one** high school.

Public Schooling Offer

1. Classical secondary education (enseignement secondaire classique, ESC)

German language consolidation classes (*classes de mise à niveau en allemand*) are intended for pupils who fulfil the requirements for classical secondary education (with a very good level in French and Maths) but have some weaknesses in German. They offer extra teaching in the German language, the aim being to enable pupils to join an ordinary 4^e class (4th year of secondary education).

French language consolidation classes (*classes de mise à niveau en français*) are intended for pupils who fulfil the requirements for classical secondary education (with a very good level in German and Maths) but have some weaknesses in French. They offer extra teaching in the French language, the aim being to enable pupils to join an ordinary 4^e class (4th year of secondary education).

2. International schooling

Classes of the British, European or International systems lead to A-Levels, the European Baccalaureate, and the International Baccalaureate respectively. Classes of the Germano-Luxembourgish system lead to the German certificate of general qualification (*allgemeine Hochschulreife*) and to the Luxembourgish diploma awarded on successful completion of secondary studies (*diplôme de fin d'études secondaires*).

3. General secondary education (enseignement secondaire général, ESG)

Pupils oriented towards a class of 7 G may, if necessary, benefit from **intensified schooling in German, French or Maths**.

3.1. Insertion classes for newly arrived children

An insertion class (*classe d'insertion*) is a class of general secondary education for those pupils who have completed a welcome class (*classe d'accueil*) in cycle 4 and who have achieved a good academic level in their country of origin but have little or no knowledge of the languages taught in the Grand Duchy. They are taught French or German intensively (determined according to their shortcomings in language skills). They are also taught the other subjects of the syllabus of the lower classes of general secondary education.

- **French insertion classes 7 GIF of the orientation education** (*7 GIF de la voie d'orientation*) are intended for students who have good scores in Mathematics but little or no knowledge of French. They are taught French intensively.
- **German insertion classes 7 GIA of the orientation education** (*7 GIA de la voie d'orientation*) are intended for students who have good scores in French and Mathematics but little or no knowledge of German. They are taught German intensively.
- **French insertion classes 7 PF of the pre-vocational education** (*7 PF de la voie de préparation*) are intended for students who have not achieved the levels required for a class of 7 GIF/GIA but have sufficient knowledge of French to follow a modular curriculum allowing pupils to advance at their own pace.

3.2. Welcome classes

A welcome class (*classe d'accueil*, **ACCU**) is a class of general secondary education for those pupils who have arrived in the Grand Duchy during the academic year and who have not obtained the required qualifications for a 7 GIA/7 GIF class or for a 7 PF. In an ACCU class, they are taught French intensively and are introduced to Luxembourgish.

Online:

www.mengschoul.lu

For further information

For further information			
Secondary education offer (classical and general)		International and European schooling	Schooling for newly-arrived pupils
Annick Hoffmann Service de l'Enseignement secondaire (ES)	Eric Erpelding Service de l'Enseignement secondaire (ES)	Louise Crosby Enseignement international (SECAM)	Marco De Oliveira Service de scolarisation des enfants étrangers (CASNA)
Tel.: 247 - 75129	Tel.: 247 - 75225	Tel.: 257 - 85196	Tel.: 247 - 65251
annick.hoffmann@men.lu	eric.erpelding@men.lu	louise.crosby@men.lu	casna@men.lu