



LE GOUVERNEMENT  
DU GRAND-DUCHÉ DE LUXEMBOURG  
Ministère de l'Éducation nationale,  
de l'Enfance et de la Jeunesse

English version of the *Système éducatif* (Men.lu)

# Adult education

Formation des adultes

# Adult education

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# Adult education

*Et ass ni ze fréi oder ze spéit fir ze léieren.*

*Education has no age limit.*

There is no age limit for education and training. It helps us make the transitions between student life and professional life, between family life and professional life, between professional life and retirement. It helps us to better understand each other, live in a community and become active citizens. It increases our confidence, makes us stronger, brings us together and opens new personal and professional perspectives.

Every year the ministry tries to offer a very large choice of quality training programmes for adults. They are available in different languages and different levels (beginner, intermediate, advanced) to make life-long learning available to everybody.

The Department of Adult Education (*Service de la Formation des Adultes*) offers and coordinates three types of training:

- the **back to education options** (*2e voie de qualification*) which grants access to official diplomas and training programmes to adult learners and early school-leavers ;
- **basic education** to improve writing, reading and numeracy skills ;
- **general and citizenship training** for adults.

# General interest courses

The Department of Adult Education organises general training courses in the lycées (high schools) and with the assistance of municipalities or approved non-profit organisations.

## Training fields

Search approved training providers / teachers (m/f)

- [Current offers](#)

Arts and creative crafts

### [Available courses](#)

Wood	Music history	Baking
Embroidery	Art history	Painting
Ceramics	Masonry	Photography
Sewing	Mechanics	Sculpture
Cooking	Metal	Welding
Drawing	Oenology and bar	Tiffany

### Languages

<a href="#">German</a>	<a href="#">French</a>	<a href="#">Dutch</a>
<a href="#">English</a>	<a href="#">Greek</a>	<a href="#">Polish</a>
<a href="#">Arabic</a>	<a href="#">Italian</a>	<a href="#">Portuguese</a>
<a href="#">Bosnian, Croatian, Serbian</a>	<a href="#">Japanese</a>	<a href="#">Russian</a>
<a href="#">Chinese</a>	<a href="#">Latin</a>	<a href="#">Swedish</a>
<a href="#">Spanish</a>	<a href="#">Luxembourgish</a>	

Learning Luxembourgish online:

[https://quattropole.org/fr/apprentissage\\_des\\_langues/apprendre\\_le\\_luxembourgeois](https://quattropole.org/fr/apprentissage_des_langues/apprendre_le_luxembourgeois)

The European Council introduced in 2001 and adapted in 2017 a reference framework to identify the level of language courses, define training programmes and assess the language skills of students.

### [Common European Framework of Reference for Languages](#)

CEFR – Languages

Since several years, the Department of Adult Education and its partners refer to the CEFR for their language courses.

## Sciences, economy and environment

### [Available courses](#)

Accounting  
Law

Economy  
Tax

History

## Socio-educational subjects and well-being

### [Available courses](#)

Dance

Family learning

T'ai chi ch'uan

Body expression

Meditation

Yoga

Education

Health

## Information and communication technologies (ICT)

### [Available courses](#)

Databases

Multimedia

Spreadsheets

Office automation

Presentations

Word processing

Online collaboration

Programming

Image processing

Technical drawing

Web publication

Windows

Internetführerschäin  
(Computer Driving Licence)

In the digital era it is important for all citizens to have basic digital skills. The INTERNET-FÜHRERSCHÄIN training provides the necessary knowledge and skills to use information and communication technologies (ICT) in a responsible way.

The training covers four fields of competences :

1. knowing ICT ;
2. collecting information;
3. communicating ;
4. creating.

Courses with more advanced skills refer to the **ECDL (European Computer Driving Licence)**.

Web: [www.lllc.lu](http://www.lllc.lu)

E-mail : [training@lllc.lu](mailto:training@lllc.lu)

## L4S Learn for Success - Personalised workshops

**L4S workshops allow to rapidly tackle professional and personal challenges thanks to:**

- a tailor-made and flexible training offer for adults ;
- a first meeting to identify your needs ;
- language workshops (French, German, English) and maths/sciences workshops;
- the possibility to start at any time in the year;
- the possibility to adapt schedules and the frequency of lessons during the training.

Enrolment is possible throughout the year by appointment: [l4s@men.lu](mailto:l4s@men.lu) / (+352) 621267554

Workshops are organised by the **Department of Adult Education** from Monday to Thursday in their premises :

15, rue Léon Hengen  
L-1745 Luxembourg-Kirchberg

Since the start of the academic year 2018-19, the “Service de la formation des adultes” also organises a **LÉIERCAFÉ (study spot)** within the frame of the e-Campus in Luxembourg / Kirchberg.

Books, exercise sheets as well as online training programmes are available while experts provide support and advice to students.

# Family Learning

The objective of family learning is to develop a learning culture in families:

Parents and family play an important role in the education and training of their children. They are considered as partners in education.

Family learning is included in the adult education and learning offer and allows parents to develop their educational and language skills.

Training sessions are organised on Saturday morning, in the evening, or during the afternoons and cover about 15 hours on the following subjects:

- Preparing children for school : languages, numeracy, etc.;
- The school system : structure, organisation and stakes ;
- Assist children attending school: homework.

E-mail : [sfa@men.lu](mailto:sfa@men.lu)

# Basic education

## Improving writing, reading or numeracy skills

Basic education is available for adults who wish to improve their writing and reading skills in at least one of the official languages of the country - French or German - and to those who want to improve their numeracy skills. These basic skills will provide the foundations for further autonomous and advanced studies.

The Department of Adult Education provides basic education courses and workshop in various regions of the country:

- **basic education courses (*cours de formation de base*)** are available for adult student groups following the same programme. They are provided on a quarterly basis.
- In the **basic education workshops (*ateliers de formation de base*)** teaching is done in small groups and admission is possible throughout the year with a personalised programme.

Associations and municipalities also organise courses.

[Available courses](#)

## Courses for adults with specific needs

Courses provided by the **Centre pour le développement des compétences relatives à la vue (CDV)** (formerly IDV) are available to visually impaired or blind persons, to parents or teachers of visually impaired or blind pupils and students or to the staff of structures offering extra-curriculum activities for visually impaired or blind persons.

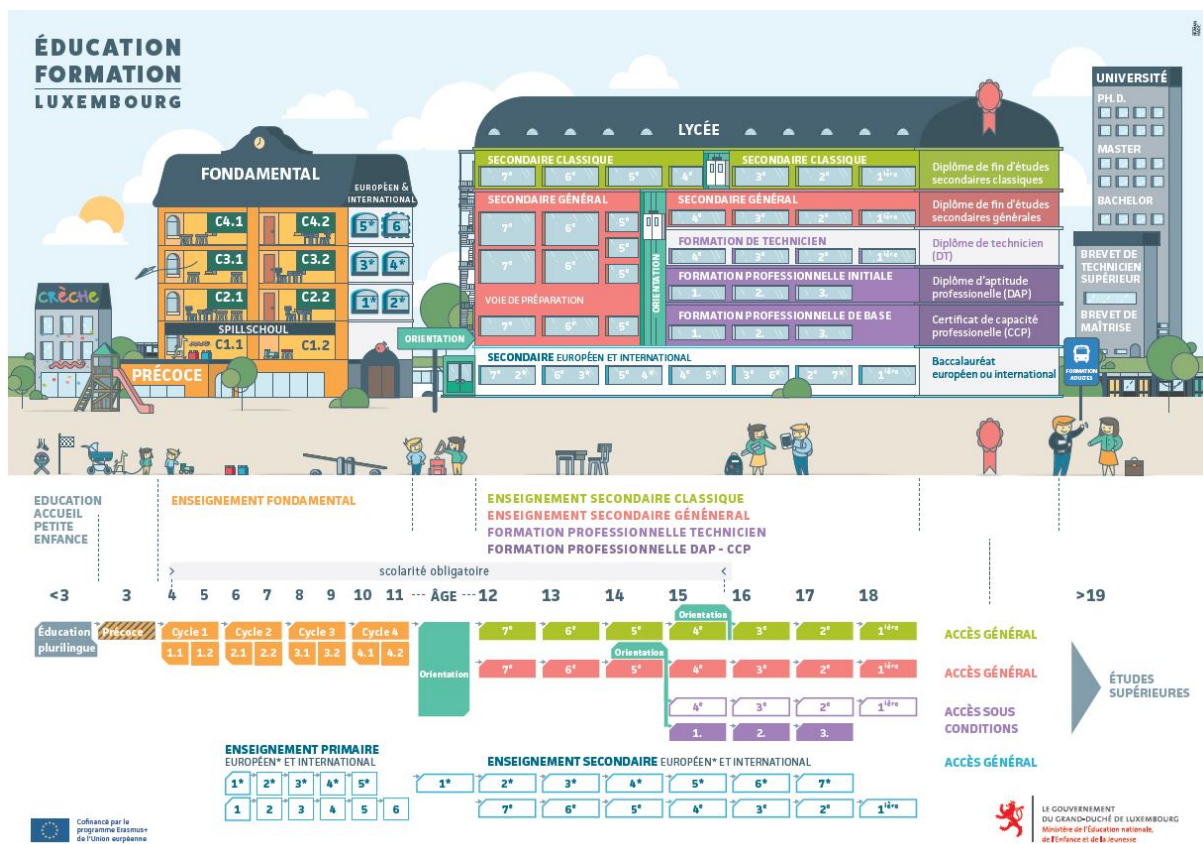
[Available courses](#)



# Back to education options

To increase your level of qualification, you may enrol in a back-to-education programme (*2e voie de qualification*). 3 options are available to adults at secondary education level:

- classes of 5<sup>e</sup> which give access to vocational training and general secondary education ;
- vocational training programmes for adults in a combined work/training scheme ;
- curricula leading to a diploma of classic or general secondary studies.



## Classes of 5<sup>e</sup>

The 5<sup>e</sup> classes give access to further education and vocational training. Unfortunately, many adults have not reached the required level of 5<sup>e</sup> to be able to pursue their professional and personal projects. This also applies to people with an immigration background, lacking a recognised education level or the required language skills to enrol in the Luxembourg training system. The adult education options included in the back-to-education programmes, provide various possibilities to obtain the level of a 5<sup>e</sup> of the general secondary education system.

[Available courses](#)

## Vocational training programmes

**Adult vocational programmes** are designed for people who are of full legal age and would like to learn a trade or make a career change in their professional life. It is available to adults under an employment contract as well as to job seekers registered with the National Employment Agency (ADEM).

Training programmes may lead to a certificate of professional capacity (*CCP - Certificat de capacité professionnelle*), a degree of professional ability (*DAP - Diplôme d'aptitude professionnelle*) or to a technician's diploma (*DT - diplôme de technicien*).

Adult apprentices are paid the social minimum wage by the employer during training.

Web : <http://www.men.public.lu/fr/formation-adultes/cours-interet-general/competences-base.pdf>

Vocational combined work/training courses (*formations professionnelles en alternance*) allow employees to attend vocational training programmes in the evening or in the form of “blended-learning”.

[Available courses](#)

## Curricula leading to a diploma of classic or general secondary studies

For the classes of 4<sup>e</sup> to 1<sup>re</sup> (4 last years of secondary education) of classic and general secondary education, training options are organised in form of “**e-campus**”, “**blended-learning**” and evening courses.

[Available courses](#)

## École nationale pour adultes (ENAD)

The *École nationale pour adultes* (formerly *École de la 2<sup>e</sup> chance*) offers qualification curricula to young adults and adults who have dropped out of their initial training or education without obtaining a degree. It helps them obtain a recognised diploma or qualification. These are day classes organised from Monday to Friday as well as combined work/training courses.

Web : [www.enad.lu](http://www.enad.lu)

# A step-by-step approach to adult education and learning

## Assessing existing skills

Before starting with an adult education programme, assess your existing skills and apply for the recognition of the degrees you obtained abroad as well as of the skills you have already acquired.

### **Recognition of studies, certificates and degrees obtained in another country:**

The formal recognition of an education level and a secondary, professional or higher education diploma obtained in another country is subject to a request for recognition or registration in the register of higher education diplomas.

Web : [www.men.public.lu/fr/annuaire/index.php?idMin=5444](http://www.men.public.lu/fr/annuaire/index.php?idMin=5444)

E-mail: [reconnaissance@men.lu](mailto:reconnaissance@men.lu)

Web: [www.cedies.lu](http://www.cedies.lu)

E-mail: [info@cedies.public.lu](mailto:info@cedies.public.lu)

### **Validation of non-formal learning (VAE - Validation des acquis de l'expérience):**

Validation of non-formal learning allows for the assessment and the recognition of a large variety of skills acquired throughout life in various fields, i.e. education, professional and leisure activities.

- Web : [www.men.public.lu/fr/professionnel/validation-acquis-experience/](http://www.men.public.lu/fr/professionnel/validation-acquis-experience/)  
E-mail: [vae@men.lu](mailto:vae@men.lu)

## Defining your needs

To identify which training is best suited for you, it is necessary to determine your personal and professional needs with the assistance of guidance services.

### **Adult education project**

To get assistance in defining and implementing your adult education project, you can contact the Department of adult education based in Kirchberg, which also works in close cooperation with the Maison de l'orientation.

### **Maison de l'orientation**

The Maison de l'orientation acts as a one-stop shop for citizens looking for information and advice with regard to academic and professional guidance.

Web : [www.maison-orientation.lu](http://www.maison-orientation.lu)  
Email : [maison.orientation@men.lu](mailto:maison.orientation@men.lu)

## Available options

Luxembourg provides a large choice of adult education courses. The aim of the **annually published catalogue** is to provide an overall view of the various publicly supported training options at the national, regional and local level. It is available directly from the **Department of Adult Education** (15, rue Léon Hengen, L-1745 Luxembourg-Kirchberg) or from the lycées (high schools), municipalities or adult educators. It can be ordered online from [sfa@men.lu](mailto:sfa@men.lu) or by phone on the free number 8002 4488. It is also viewable [online](#). Details about the training programmes of the catalogue are published on the website [www.lifelong-learning.lu](http://www.lifelong-learning.lu).

## Access to training programmes

Various assistance options are available to help you start a training programme.

### **Individual training leave** (*Congé individuel de formation*)

Employees, independent professionals and liberal professionals may request a [congé individuel de formation](#), i.e. special paid leave, which can amount up to 80 days during their professional career.

### **Language training leave** (*Congé linguistique*)

Employees, independent professionals and liberal professionals may request language training leave, i.e. special paid leave, which can amount up to 200 days during their professional career to learn or improve their Luxembourgish language skills.

web : [request a language training leave \(congé linguistique\)](#)

*The registration for the back to education programme (2e voie de qualification) or basic education programme is free.*

### **Reduced registration fees for courses of general interest from the adult education offer**

Registration fees for courses of general interest can be found in the catalogue. A discount of 10 Euro per course, no matter the number of lessons, are granted to the following students:

- job seekers listed with the National Employment Agency (*ADEM - Agence nationale pour le développement de l'emploi*) requested to attend a course;
- beneficiaries of the guaranteed minimum wage requested to attend a course by the *Service national d'action sociale* (SNAS) ;
- individuals recognised as people in need by the Office luxembourgeois de l'accueil et de l'intégration (OLAI) ;

- individuals who have signed an integration contract (CAI - Contrat d'accueil et d'intégration) for courses of the official languages of the country (LU, FR, DE)  
;
- individuals recognised as people in need by the municipal and regional social offices.

A certificate, **in form of a voucher** is issued by the ADEM, the SNAS, the OLAI and the municipal and regional social offices.

# International cooperation

## Contact

### **Ministère de l'Éducation nationale, de l'Enfance et de la Jeunesse**

Service de la formation des adultes

Agenda Européen pour l'éducation et la formation des adultes

15, rue Léon Hengen

L-1745 Luxembourg

Chantal Fandel

Email: [chantal.fandel@men.lu](mailto:chantal.fandel@men.lu)

Tél.: (+352) 247-85235

## Information and training

- [www.lifelong-learning.lu](http://www.lifelong-learning.lu)

International cooperation plays a vital role in ensuring the best development of national adult learning and training programmes.

The Department of Adult Education (Service de la formation des adultes) is involved in the work of the European Commission and UNESCO concerning the political advancement of adult training in Europe and throughout the world. It is linked to international networks promoting scientific research and the sharing of good practice in the various areas of adult learning and training.

## National coordination of the European Agenda for adult learning and training

### External websites

- [EU policy in the field of adult learning \(website of the European Commission\)](#)
- [Erasmus+](#)

The [renewed European Agenda](#) for Adult Learning (2011) established the way in which adult learning and training in Europe was to develop in the years leading up to 2020. The priorities for the period 2015-2020 cover various areas:

- **Governance:** ensuring coherence between adult learning and training and other areas of action; improving the coordination, effectiveness and adequacy of such learning provision to meet the needs of society, the economy and the environment; increasing private and public investment as necessary.

- **Supply and take-up of learning opportunities:** significantly increasing the provision of high-quality adult learning and training opportunities, especially as regards literacy, numeracy and digital skills, and promoting the take-up of such opportunities through effective outreach, guidance and motivation strategies targeted in particular at those groups that are most in need of them.
- **Flexibility and access:** expanding access by increasing vocational training opportunities and the effective use of ICT; putting in place procedures to ascertain and evaluate the competences of low qualified adults and providing people lacking the requisite level of qualifications with second-chance opportunities leading to qualifications recognised by the European Qualifications Framework (EQF).
- **Quality:** improving quality assurance, including impact monitoring and assessment, improving initial and ongoing training of adult educators, and collecting the requisite data regarding the needs to be targeted and the training programmes to be set up in this field.

## Luxembourg projects

### 2012-2014

Luxembourg has implemented three key elements of the agenda:

1. Improving the quality and accessibility of the educational system;
2. Devising flexible training programmes;
3. Promoting basic skills.

### 2014

The family constitutes one of the crucial factors for the academic success of children; consequently, Luxembourg has developed a "Family Learning" project, designed to promote a fairer educational system by addressing itself to disadvantaged families in which the parents left school at an early age and to the families of refugees. The project enables the parents to acquire new skills, and encourages them to be more involved in the education of their children.

### 2015-2017

The aim of the project has been to strengthen and expand the learning community in Luxembourg. That community is composed of citizens, the regions and the various learning organisations. The project has been designed to increase the skills enabling citizens to live together in a multilingual and multicultural society, as well as the general skills level. Going beyond these aspirations, Luxembourg has developed measures to ensure the quality of and to stimulate participation in lifelong learning, with the aim of facilitating the social and professional integration of those who left school early, and of applicants for and beneficiaries of international protection.

### 2018-2019

The pathways for skills building constitute a key element for achieving the European agenda. The objective is the targeted development of the opportunities offered in

terms of guidance, basic education and formal training for low-skilled adults. In thematic workshops, the stakeholders and participants will engage in a structured debate designed to result in a concrete action plan. The implementation of that plan will form the topic for discussion at educational development sessions and will go hand in hand with the development of guidance and coaching methods as well as targeted pathways for low-skilled persons. The training of trainers and coaches plays a crucial role in ensuring the quality of the services provided.

## National EPALE support structure

Topical issues are dealt with on the Electronic Platform for Adult Learning in Europe ([EPALE](#)).

Over 35,000 professionals in the field of adult learning in Europe are available on EPALE to share their experiences and their ideas.

The platform was conceived in 2014 and officially launched in April 2015 in Brussels, then subsequently extended to various European countries. 35 "**National Support Teams**" deploy the platform in their respective countries (EU Member States and candidate countries including Turkey, Albania and Montenegro), in 23 different languages.

Its objective is to promote exchanges between the different stakeholders in the field of adult learning and training, including institutional and political actors, trainers, researchers, journalists and other professionals involved in national and European collaborations.

**Join us on EPALE [and register now!](#) !**

## UNESCO

External websites

- <http://uil.unesco.org/>

CONFINTEA, the International Conference on Adult Education, takes place every twelve years under the aegis of UNESCO. The last global conference, CONFINTEA VI, was held in Belém, Brazil in 2009. This closed with the adoption of the "Belém Framework for Action", which, together with the "Recommendation on Adult Learning and Education", adopted in 2015 at the 38th Session of the UNESCO General Conference, provides a guide for adult learning on a global scale.

"The planet will not survive unless it becomes a learning planet."

Adult learning is a key element in the global effort to eradicate poverty, to promote fairer societies and to further the quest for sustainable development. Men and women who are well-trained and ready to broaden their knowledge and skills on a lifelong basis are taking control of their lives, becoming involved in their communities and participating in the sustainable development of their societies.



As far as teaching is concerned, priority is given to literacy and basic skills, active citizenship, skills that can further employment and economic development, and health education, well-being and sustainable development.

The mid-term review of CONFINTEA VI held in Suwon (South Korea) on 25, 26 and 27 October 2017 examined the progress made in implementing the Belém Framework for Action. That examination was based on national reports, grouped together at continental level (sub-Saharan Africa, the Arab States, Asia and the Pacific, Europe, North America, Latin America and the Caribbean) and synthesised at global level.

The five areas of action examined are the political engagement of the States concerned, effective governance, the financing of programmes, promoting access to training and increasing participation therein, and improving the quality of adult learning and education provision.

# Integration and nationality

## Linguistic integration of newly arrived adults

### Linguistic integration 1&2 (IL)

The linguistic integration programmes are provided by the Department of Adult Education and are available to newly arrived people who have no knowledge in the languages of the country as well as to people requesting or who were granted international protection taking part in the *Parcours d'intégration accompagné* (PIA)

### Linguistic integration 1 (IL1)

The IL1 programme provides short time education focussing on the language situation in Luxembourg and the national education and training system together with an introduction to Luxembourgish.

In a collective or individual guidance session, a portfolio with a language skills report as well as the educational and professional background is prepared.

### Registration modalities for Linguistic Integration 1 & 2 (IL)

Those interested are requested to present themselves for registration at the SFA Enrolment Service (see below: *Enrolment Services hours for linguistic integration courses*)

### Linguistic integration 2 (IL2)

After this guidance session and based on the requirements, 120 hours of introduction to the Latin alphabet or French as a foreign language are available in Luxembourg, Esch-Alzette, Ettelbrück / Warken, Soleuvre, Belvaux and Diekirch. These are daily lessons of 2 hours. The length of these courses will be adjusted individually depending on the learners' progress in their learning.

E-mail : [sfa@men.lu](mailto:sfa@men.lu) or [orientations@men.lu](mailto:orientations@men.lu)

### Enrolment Services hours for linguistic integration courses

**Luxembourg (Kirchberg):** Tuesday-Friday: 9:00 AM – 11:00 AM and 14 :00 PM – 16 : 00 PM (year-round)

Department of Adult Education  
15, rue Léon Hengen  
L-1745 Luxembourg

## CAI - integration contract (Contrat d'accueil et d'intégration)

The CAI - integration contract (*Contrat d'accueil et d'intégration*) is provided by the *Office luxembourgeois de l'accueil et de l'intégration* (OLAI) to help newly arrived people to integrate in Luxembourg. The CAI is available to everyone aged 16 or more, legally residing in Luxembourg and wishing to stay in the country for a longer period of time. It is optional and open for people originating from member states and non-member states of the European Union who have just arrived in Luxembourg or who have been residing in the country for some years already.

The available options are:

**1. Language training (*Formation linguistique*)** to reach at least level A.1.1 of the Common European Framework of Reference for Languages, i.e. Luxembourgish, French or German. CAI signatories may enrol in language courses at a reduced rate.

**2. Civil education courses (*Cours d'instruction civique*)** help people understand integration and the conditions of living in a diverse Luxembourg as a community. They also learn about the history of Luxembourg as well as its political organisation, habits and customs. Courses are organised together with the OLAI and the *Department of Adult Education*.

### [Available courses](#)

**3. *Journée d'orientation (guidance day)*** is organised two times a year together with numerous partners to allow signatories of the CAI to familiarise with official institutions and organisations in Luxembourg.

E-mail : [cai@olai.etat.lu](mailto:cai@olai.etat.lu)  
Phone : (+352) 247-85785

## Courses and exams to obtain Luxembourg citizenship

Acquisition of Luxembourg citizenship is subject to the participation in the courses and the passing of the exams listed below.

People applying for citizenship must pass the « **Sproochentest** » (Luxembourgish language test) at the Institut national des langues (INL). The **Luxembourgish language courses** organised by the INL, the *Department of Adult Education* and its partners help candidates to prepare for the exam of A2 level for oral expression and B2 level for oral understanding.

Web : [www.inll.lu](http://www.inll.lu)

Phone: (+352) 26 44 30 1

Individuals must also be holder of the **certificate « Vivre ensemble au Grand-Duché de Luxembourg » (Living together in the Grand Duchy of Luxembourg)**. This certificate is issued by the Department of Adult Education after a 24-hours-course or the successful passing of an exam.

The courses and the exam in the languages Luxembourgish/German, French or English cover the following subjects:

- Fundamental rights of citizens (6 hours - 10 questions) ;
- State and municipal institutions in the Grand Duchy of Luxembourg (12 hours - 20 questions) ;
- The history of the Grand Duchy of Luxembourg and European integration (6 hours - 10 questions).

The exam is a test taken on the computer with multiple choice questions and is organised in the City of Luxembourg while courses are available in the City of Luxembourg, Esch-sur-Alzette and Diekirch.

Online registration : [lux.men.lu](http://lux.men.lu)

E-mail : [sfa@men.lu](mailto:sfa@men.lu)

**Individuals residing in Luxembourg for more than 20 years are exempted from the « Sproochentest » and of the courses or the exam « Vivre ensemble au Grand-Duché de Luxembourg »**

(ARTICLE 28 DE LA LOI DU 8 MARS 2017 SUR LA NATIONALITE LUXEMBOURGEOISE/ARTICLE 28 OF THE LAW OF 8 MARCH 2017 ON LUXEMBOURG CITIZENSHIP)

**All courses of the INL** and all courses published in the catalogue of the Department of Adult Education are officially recognised. Certificates of courses attended before the entry into force of the Law of 8 March 2017 on Luxembourg citizenship can be validated if the curriculum is approved by the Ministry in charge of national education.

### Validation procedure for certificates

The following documents must be submitted and sent in the same envelope by the applicant :

- the original certificate of the course ;
- a pre-stamped envelope with the address of the applicant to return the validated certificate;

to the following address :

**Service de la formation des adultes**

**15, rue Léon Hengen, L-1745 Luxembourg-Kirchberg.**

The certificate will be returned with a seal certifying the participation in a Luxembourgish language course meeting the conditions of article 28 of the Law of 8 March 2017 on Luxembourg citizenship.

# Institut national des langues (INL)

The *Institut national des langues* is:

- a **language learning centre** for adults ;
- a **certification centre** for language skills.

The INL provides courses for adults in **8 languages**: German, English, Chinese, Spanish, French, Italian, Luxembourgish, Portuguese.

It also offers training to obtain the **ZLSK (*Zertifikat Lëtzebuenger Sprooch a Kultur*)** - for Luxembourgish language teachers.

It is a public administration under the authority of the Ministry of Education, Children and Youth.

Web : [www.inll.lu](http://www.inll.lu)

Phone.: (+352) 26 44 30 1

## Luxembourgish tests and exams

The INL is the national certification centre for official diplomas and certificates in Luxembourgish.

It certifies the diploma **LaF - Luxembourgish as a foreign language (*Lëtzebuergesch als Friemsprooch*)**. Knowledge of Luxembourgish as a foreign language is certified for the various levels of the Common European Framework of Reference for Languages.

It organises the **Luxembourgish language assessment (*Sproochentest Lëtzebuergesch*)** assessing the oral skills in Luxembourgish for citizenship applications. The levels to obtain are B1 for oral understanding and A2 for oral expression.

## International tests and exams

The INL is the certification centre for international tests and exams in foreign languages. It organises the exams for international diplomas and certificates in cooperation with its partners in German, English, Spanish, French, Portuguese and Italian.