

# STEP BY STEP TO ADULT EDUCATION AND TRAINING



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

Service de la formation des adultes



Luxembourg has a well-established tradition of adult learning characterised by a large offer and high participation rates. There are different schemes which promote adult learning and enable people to take part, making adult education in Luxembourg available to all residents.

#### **ADULT LEARNING IS BENEFICIAL IN MULTIPLE WAYS AND HELPS YOU TO:**

- play a full part in society by learning the languages of the country,
- get the qualifications needed to integrate labour market,
- get access to recognised diplomas and qualifications,
- improve your basic skills (reading, calculating, writing), which are key to all further learning,
- improve your professional development.

To face the challenges of the 21<sup>th</sup> century, Luxembourg needs citizens who develop their skills through life to contribute to innovation, a competitive economy and social cohesion.

I cordially invite you to participate in adult learning and wish you a lot of success and fulfillment.

**Claude Meisch**

Minister of Education, Children and Youth

# Learning opportunities for adults

## BASIC SKILLS

The capacity to read, write and calculate is the basis of all further learning. It's never too late to improve these basic skills.



Basic skills courses in French and German are offered free of charge to all adults.

[www.abcd.lu](http://www.abcd.lu)

## FORMAL EDUCATION

Formal adult education leads to recognized diplomas.



Free courses are offered for lower secondary education which gives access to VET (Vocational Education and Training) and further secondary education. The upper secondary education courses lead to high school diplomas and give access to higher education and the labour market. Adult apprenticeships give you access to a vocational qualification.

Flexible and adapted higher education offers are available at the University of Luxembourg and other providers. Distance learning at the higher education level is also an option.

## NON FORMAL LEARNING

A wide range of language courses and other general or vocational courses are offered by public providers, municipalities, NGOs and private providers. These courses can offer you new opportunities in career, daily and social life.



**5** In order to manage the courses efficiently and to allow access to all, it is necessary that learners attend their courses regularly, participate actively and make an effort to improve their skills.

As adult education is based on free participation and freedom of choice, it is important that you:

- ➔ attend courses regularly,
- ➔ have notebooks, exercises and other material to follow the course and take notes,
- ➔ use provided online resources to support your learning process,
- ➔ respect the teachers and learners in your course.

**1** Before you engage in adult learning you should take stock of your learning achievements.

- ➔ List the schools you have attended from early childhood to the present day.
- ➔ Outline your language skills.
- ➔ Outline what you have learned at work or through civic activities.
- ➔ Put together a portfolio of diplomas, certificates and other official documents to gather evidence of learning achievements.
- ➔ Get hold of a certified translation of these documents.
- ➔ Ask for official recognition of your diplomas in Luxembourg.

We have prepared some sheets to help you with this task. You can download them at: [www.men.public.lu/fr/formation-adultes](http://www.men.public.lu/fr/formation-adultes)

Don't hesitate to ask for advice and let professionals, friends and relatives help you complete the forms.



**4** In Luxembourg, access to adult education is available to all citizens.

- ➔ Basic skills courses and formal adult education are free of charge.
- ➔ Registration fees have to be paid for non-formal adult education (e.g. language courses).
- ➔ People in need can get a voucher for reduced registration fees (under certain conditions).
- ➔ Newly arrived immigrants can get such a voucher for the courses from OLAI.

Please note that if you benefit from a reduced registration fee, you have to attend and participate in at least 70 % of the course to get a second voucher.



- [www.men.public.lu/fr/formation-adultes](http://www.men.public.lu/fr/formation-adultes)
- [www.lifelong-learning.lu](http://www.lifelong-learning.lu)



**2** Before you engage in any form of adult learning, it is important that you define your needs in a civil, social and professional perspective.

We would like you to reflect on:

- ➔ the need of improving your language skills,
- ➔ the need of improving your basic skills (read, write, calculate),
- ➔ your professional goals,
- ➔ your academic goals.

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Don't hesitate to ask for advice and let professionals, friends and relatives help you complete the forms.



**3** In Luxembourg, you have a large offer of public and subsidised courses which are open to all residents.

A valuable source of information is the ministry's website, but also the lifelong learning platform.

Please consider all relevant information about the different courses such as:

- ➔ location,
- ➔ access requirements,
- ➔ timetable,
- ➔ course description and intended learning outcomes.



25 YEARS

DEPARTMENT OF  
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## CONTACT

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