

MAISON DE L'ORIENTATION

Deng Schoul. Däi Beruff. Deng Zukunft.





The Maison de l'orientation is a state administration that brings together several public actors active in the field of educational and vocational guidance under one roof. The Maison de l'orientation is accessible to all citizens seeking advice on educational and vocational guidance in order to help them identify their skills, abilities and interests, and to make informed decisions regarding their choice of studies, training as well as professional projects.

Anonymous walk-in sessions are available to the public daily from 10am to 12pm and from 1pm to 5pm.

The different departments of the Maison de l'orientation can also be contacted directly for guidance counselling:

- Centre for Psycho-Social and Educational Accompaniment (*Centre psycho-social et d'accompagnement scolaires – CePAS*)
- School Integration and Welcoming Service (*Service de l'intégration et de l'accueil scolaires – SIA*)
- Higher Education Information Department of the Ministry of Higher Education and Research (*Service Études supérieures du Ministère de l'Enseignement supérieur et de la Recherche – MESR*)
- Vocational Guidance Centre of the National Employment Agency – Centre (*Service d'orientation professionnelle de l'Agence pour le développement de l'emploi – ADEM-OP*)
- National Youth Service (*Service national de la jeunesse – SNJ*), regional office Luxembourg
- Agency for the transition to independent training (*Agence pour la transition vers une vie autonome – ATVA*)
- Adult Education (*Service de la Formation des adultes – SFA*)
- Euroguidance

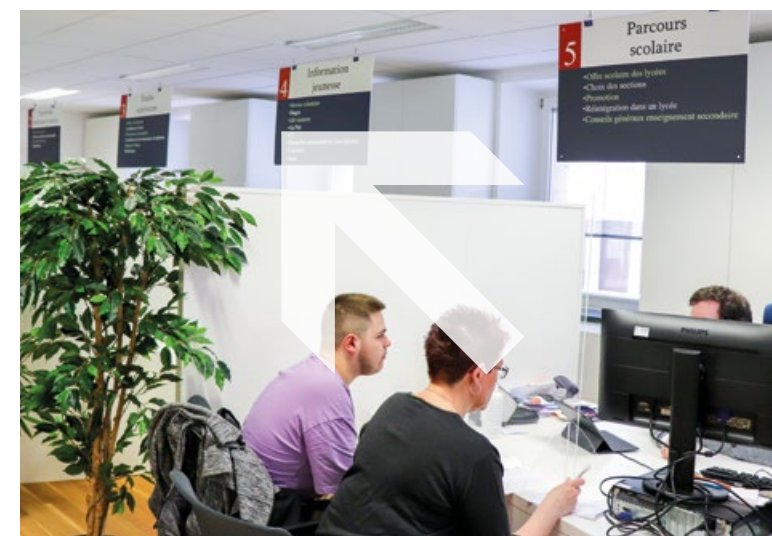
5 thematic counters

This multi-partner space is open to the public free of charge and as often as needed at any stage of their studies, training or career.

It is made up of five thematic counters:

- School career: guidance and general advice on secondary education, secondary school offer, choice of sections, reintegration;
- Training and careers: careers, professions, early work experience, apprenticeships, etc.;
- Higher education: study programmes and qualifications (LU and abroad), entry requirements, enrolment procedures, diploma recognition requirements, distance learning and part-time studies, etc.;
- Youth information: gap year, CV/cover letter, internships, summer jobs, emergency housing;
- Training for adults: advice and information for adults, going back to school, linguistic integration, improving reading and writing skills, personalised learning workshops.

If necessary, an interview with one or more professionals can be followed by a more in-depth guidance session.





'Multimedia' area

The Maison de l'orientation has a multimedia area with several computers available free of charge for documentary research, writing a CV/cover letter, as well as for administrative procedures. A member of staff ensures that the equipment is used correctly. Documentary material is also available for self-service or on-site consultation.

Professional Information Centre 'BiZ'

The Berufsberatungszentrum (BiZ) or Centre d'information professionnelle is part of the Vocational Guidance Service of the National Employment Agency (ADEM-OP).

It offers a wide range of free guidance resources for young people and adults looking for initial or continuing training, or who are considering a career change.

The following are available at the 'BiZ':

- descriptions of careers, detailed tasks, activities, skills and qualifications required in the various economic sectors;
- books, brochures, leaflets and other documents;
- job descriptions;
- videos showing the day-to-day work of various professions, their related activities and working conditions;
- websites for searching the right profession through career aptitude testing.



Psycho-Social and Educational Support

Target groups

- adolescents and young adults aged 12 to 30 who have left primary education;
- parents/guardians, families.

Services

- psychological and psychotherapeutic support in regards to:
 - personal issues (unhappiness, feelings of loneliness, anxiety, depression, lack of motivation, stress management, etc.);
 - family/relationship (difficult family situations, conflicts, communication issues, etc.);
 - school (fear or lack of desire to go to school, poor grades, stress).
- social support (support with administrative procedures, finding accommodation, etc.);
- educational support (conflicts, dropping out of school, etc.);
- psychomotricity (body tension, body image issues, difficulties with emotional control, etc.).


Group activities for young people (development of socio-emotional skills, etc.)



Centre psycho-social et d'accompagnement scolaires

Monday to Friday
from 8.30am to 12pm and
from 1pm to 5pm
Confidential consultations by
appointment

Tel. (+352) 247-75910
ccjf@cepas.public.lu
www.cepas.lu





Welcoming newly arrived pupils in Luxembourg

Target groups

- families who have recently arrived in Luxembourg

Services

- welcomes all families who have recently arrived in Luxembourg;
- offers information and counselling for the pupils and their parents on all questions related to the Luxembourgish school offer;
- provides an individual monitoring during two years.

The process of welcoming newly arrived pupils is divided into four stages:

- 1) appointment request: made by the family (before arriving in Luxembourg; possibility to contact the SIA). Appointment can be made by scanning the following QR code:



Appointments can be made at the SIA offices in Luxembourg City or by video conference, if necessary.

The meeting request form is available in: Arabic, Bosnian/Croatian/Montenegrin/Serbian, Chinese, English, Farsi, French, German, Portuguese, Russian, Spanish, Tigrinya/Eritrean and Ukrainian.

- 2) support: the SIA assists the family with an intercultural mediator if necessary;
- 3) guidance: orientation suggestion towards an adequate class;
- 4) monitoring: Monitoring of the pupil during two years.



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

Service de l'intégration et de l'accueil scolaires (SIA) (School Integration and Welcoming Service)

38, rue Philippe II
L-2340 Luxembourg

Tel. (+352) 247-75274
secretariat.sia@men.lu

Opening hours:
Monday to Friday
from 8am to 11.45am and
from 1pm to 4.45pm
(by appointment only)

Reception in Luxembourgish,
French, German, English and
Portuguese (other languages on
request)



Information on higher education

Target groups

- high school students in 2^e and 1^{re};
- students;
- parents;
- adults looking for higher education;
- guidance counsellors in secondary schools.

Services

- information on higher education:
 - entry requirements;
 - enrolment procedures;
 - recognition of study programmes.
- information on professions:
 - training for professions requiring a higher education qualification;
 - entry requirements for regulated professions.
- individual interviews with:
 - pupils and students;
 - parents;
 - adults considering a career change.
- information sessions and stands:
 - in secondary schools;
 - continuing education (IFEN).
- organisation of the annual "Foire de l'Étudiant".



LE GOUVERNEMENT
DU GRAND-DUCHÉ DE LUXEMBOURG
Ministère de l'Enseignement supérieur
et de la Recherche

Higher Education Information Department

Reception at the Maison de l'orientation from Monday to Friday from 1pm to 5pm without appointment

Tel. (+352) 247-88650
(from 7.45am to 12pm and
from 1pm to 4.30pm)
etudes@mesr.etat.lu
www.mengstudien.lu

Service aides financières du MESR (18-20 montée de la Pétrusse, L-2327 Luxembourg)

Tel. (+352) 247-88650
(from 7.45am to 12pm and
from 1pm to 4.30pm)
aide-fi@mesr.etat.lu
www.mengstudien.lu



Vocational guidance and apprenticeship placement

Target groups

- young people who wish to undertake a professional or academic project;
- adults seeking initial/continuing training or reorientation can benefit from help, advice and guidance offered by the ADEM vocational guidance service (ADEM-OP).

Services

- registration and support for young people and adults regarding placements in (initial) apprenticeships for adults;
- vocational guidance interviews for young people and adults;
- vocational guidance sessions for school classes at all levels of education;
- Beruffsinformatiounszentrum (BiZ): information centre for individuals and school classes.



Monday to Friday
from 8am to 12pm and
from 1pm to 5pm
Tel. (+352) 247-85480
info.op@adem.etat.lu

Other ADEM-OP offices
are located in Esch-Belval
and Diekirch.



Support in making the transition to working life

Target groups

Young people between 15 and 30

- who have left school/university and have not started working yet;
- who want to find out about training opportunities and working life;
- who are looking for an alternative to inactivity.

Mission

- to offer learning and guidance opportunities;
- to motivate young people to return to work or training;
- to support young people in developing their independence.

Services

- individual support during the transition phase between school, university and working life;
- support for school drop-outs and young people looking for apprenticeships;
- support for young people in developing and carrying out a (new) professional and/or personal project;
- preparing for job interviews;
- support in making contact with other services;
- information sessions on opportunities for young people;
- alternatives to inactivity: voluntary services, practical workshops, training courses, discovery courses.



Service National
de la Jeunesse

More information at
www.hey.snj.lu or by e-mail:
antenne.luxembourg@snj.lu

Other local SNJ branches:
Wiltz, Ettelbrück, Redange/
Attert, Mersch, Junglinster,
Grevenmacher, Differdange,
Esch-Belval, Pétange and
Dudelange.





Young people with special needs towards independent living

Target groups

Young people with special needs

- who receive support or guidance from one of the Competence Centres (CC) and who are in their final year of school;
- who have dropped out of school and were enrolled in a CC, or formerly in Differentiated Education (EDIFF);
- who, by decision of the National Inclusion Commission (CNI), have completed their schooling abroad, and are preparing to return to Luxembourg.

A specialised diagnosis by a CC is required. ATVA can offer all kinds of information about the transition to independent living to young people (with or without specialised diagnosis), parents as well as other professionals.

Services

Counselling:

- young people in the process of choosing a job or profession;
- young people in their search for internships, jobs and training places;
- parents and guardians, family and social environment.

Assist and support:

- young people and their families, according to the life project established for them, whether this involves a work placement, vocational training, a job search, or integration into a sheltered workshop or day centre (without any guarantee of a job).



Monday to Friday
from 8am to 12pm and
from 1pm to 5pm
by appointment

Tel. (+352) 247-65170 /
(+352) 247-75165
info@cc-atva.lu
www.atva.lu



Adult education

Target groups

- adults seeking advice and information on adult education in general;
- adults wishing to finish their secondary education;
- newcomers;
- adults wishing to improve their basic literacy, numeracy and IT skills.

Mission

- to promote and encourage the idea that "it is never too early or too late to learn".

Services

- guidance and counselling:
 - information on adult education opportunities;
 - determining training needs;
 - back-to-education programme (5^e, e-Bac, baccalaureate, etc.);
 - advice and recognition of diplomas in order to obtain an "Accreditation of prior learning and experience (VAE)".



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

Monday to Friday
from 10am to 12pm and
from 1pm to 5pm

Tel. (+352) 247-65181
sfa@men.lu
www.men.public.lu/en/systeme-
educatif/formation-adultes
www.unipop.lu



Euroguidance – European Network

Target group

- professionals in the field of educational and vocational guidance

Services

The Euroguidance European network's tasks are as follows:

- developing educational and vocational guidance in Europe;
- connecting guidance counsellors from different European countries;
- bringing together the different guidance systems within the European Union;
- supporting guidance counsellors and European citizens in learning more about mobility and training opportunities in the European Union.

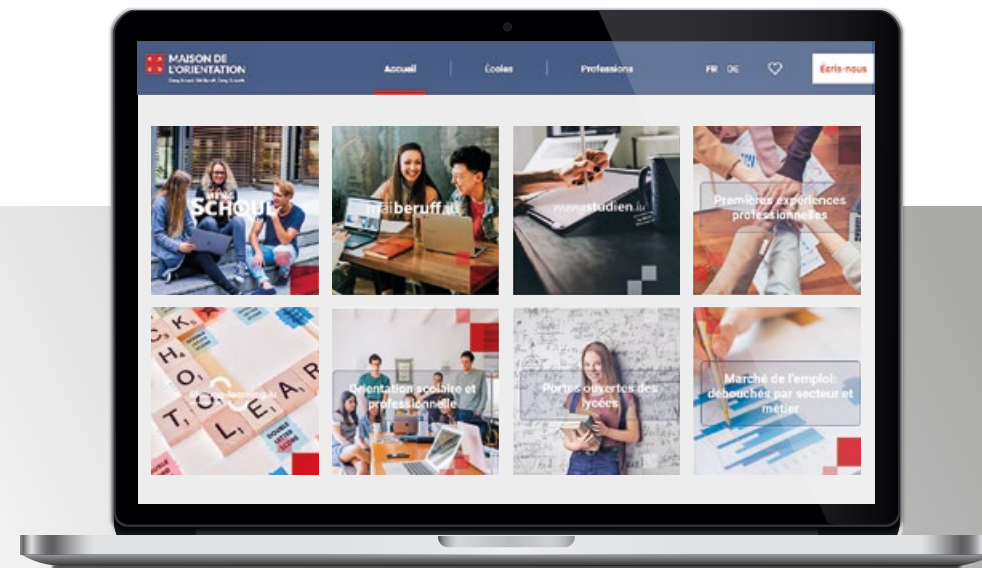


Cofinancé par
l'Union européenne



Monday to Friday
from 8am to 12pm and
from 1pm to 5pm

Tel. (+352) 8002-8181
info@m-o.lu
www.euroguidance.lu
www.euroguidance.eu
www.maison-orientation.public.lu



**The website
www.orientation.lu
is a platform providing
information and tools
for educational and
vocational guidance:**

Menschoul.lu

find the right secondary school for you

Mäiberuff.lu

discover professions and careers and find out more about their characteristics and requirements

Mengstudien.lu

pursue or return to higher education in Luxembourg or abroad

Lifelonglearning.lu

develop your skills throughout life

Educational and vocational guidance

obtain information about education, working life and career changes

Secondary school open days

find out about Luxembourg's secondary schools and their educational offer during their open days

First professional experiences

find work experience opportunities

Job market by sector and profession

follow trends in the Luxembourg job market



**MAISON DE
L'ORIENTATION**

Deng Schoul. Däi Beruff. Deng Zukunft.

Monday to Friday

Without appointment:

10am to 12pm and 1pm to 5pm

Entrance 29, rue Aldringen

L-1118 Luxembourg

B.P. 2926 Luxembourg

Monday to Friday

By appointment:

8am to 12pm and 1pm to 5pm

Entrance rue Philippe II

(same building)

Tel. 8002-8181

info@m-o.lu

www.maison-orientation.public.lu

    YouTube



ISBN 978-2-49673-300-6



LE GOUVERNEMENT
DU GRAND-DUCHÉ DE LUXEMBOURG