

APPRENTICESHIP CONTRACTS WITHIN THE EUROMETROPOLIS

Subregion	WALLONIA		FLANDERS	HAUTS-DE-FRANCE
Competent organisations	OFFA		SYNTRA Vlaanderen (dual education director - competent for business licensing - Flemish Government) + Flemish Ministry of Education	France Compétences + OPCO in support of professional branches + representatives of relevant certifying ministries (with board of education, etc.) + DIRECCTE + Hauts-de-France region
Training centres	CEFA	IFAPME training centres	SYNTRA + CDO + schools full exercise	Centres de Formation d'Apprentis and other training institutes
Promotion, job information, guidance	Without prejudice to the promotional measures taken by dual training operators, OFFA ensures the general promotion of dual education, in particular aimed at companies and, if required, professional bodies; + IFAPME + Education		Syntra Vlaanderen, partners (sectors), stakeholders, CDO, SYNTRA and schools that offer 'dual education' + Flemish Ministries of Education and Labour	Within the scope of its job information competence and the projected dual education plan, the Hauts-de-France region participates in the promotion of apprenticeship
Funding of the training	Ministry of Education (French Community)	IFAPME / Walloon Region (Ministries of Labour and Education)	Ministry of Education via SYNTRA Vlaanderen	Responsibility of OPCO via funding from France-Compétences on the basis of "contract costs" defined by the professional branches. + company contribution
Target group	15-year-olds and over who have completed 2 years of the first level or 16-year-olds up to 25-26 years		15-year-olds and over who have completed 2 years of the first level or 16-year-olds up to 25 years	16-29 years old (and 15 if completion of first level of secondary education = end of third)
Duration	1 to 3 years		1 to 3 years	6 months to 3 years (the maximum duration of the contract can be extended to 4 years in case of recognition of the status of disabled worker or in case of repetition)
Degree / Certification	Certification of a specific qualification of dual education (art. 45/47) and degrees equivalent to those of full-time education (art. 49).	Apprenticeship certificate recognised by the French Community + qualification certificates (CQ6 + CQ7)	Educational or professional qualification or certificate of acquired competences	Certified diploma or degree registered in the National Directory of Professional Certifications (RNCP)
Definition of "apprenticeship"	Practising a profession at a company supplemented by general and professional theoretical education at a training centre (IFAPME/SFPME or CEFA).		Dual education combining the acquisition of vocational competences within a company and at a training centre.	Dual education combining classes at a training centre and a practical part within a company with an apprenticeship supervisor
Company authorisation	<p>Prior to the conclusion of a contract, the company must obtain an authorisation from the training operator to provide dual education. The company submits an application for authorisation to a dual training operator. Within three months following the application for authorisation, the dual training operator shall visit the company in order to check whether the company fulfils the conditions for authorisation.</p> <p>To obtain final authorisation as a dual training company, the company must:</p> <ol style="list-style-type: none"> actually perform the activity/ies for which it seeks authorisation; be listed with the Crossroads Bank for Enterprises (Banque Carrefour des Entreprises); be in compliance with tax and social security obligations; not be subjected to any withdrawal or refusal of authorisation during the year preceding the request; appoint a tutor for the training in question, charged with supporting and monitoring the apprentice for the duration of the dual education process. <p>Provisional authorisation can be granted by the operator to the company in case the visit report cannot be drawn up within one month after the application for authorisation, provided that the company solemnly declares it will meet the above conditions. The provisional authorisation is valid until the date of notification of the operator's decision.</p>		<p>SYNTRA Vlaanderen centralises the company authorisations.</p> <p>Authorisation conditions for companies in Flanders:</p> <ul style="list-style-type: none"> - have sufficient financial capacity; - not have any convictions (e.g. within the scope of labour law); - meet the organisational and equipment standards; - appoint at least one tutor (who has a minimum of 5 years' practical experience in training + is over 25 years old + has a clean criminal record + has taken a tutor training course (see "Tutorship" section); <p>The authorisation is valid for 5 years. The authorisation applies to the training centre + education centre + full-time schools. The company can appeal against non-approval. On the basis of bilateral agreements and under equivalent conditions, SYNTRA Vlaanderen recognises company authorisations granted in their country of origin. The authorisation must be granted for a training course equivalent to the course mentioned in the contract (this means that the title of the training course is the one used by the training centre).</p>	<p>Minimum educational qualification and length of experience to become an apprenticeship supervisor. Not the company but the apprenticeship supervisor is authorised.</p> <p>No authorisation, but the signing of an agreement by three parties:</p> <ul style="list-style-type: none"> * Company * Training Office * Apprentice <p>indicating the name of the apprenticeship supervisor; according to the professional competency criteria, the apprenticeship supervisor must have the degree or diploma relating to the apprenticeship and have exercised a professional activity in connection with the apprentice's qualification for one year or have exercised a professional activity for two years.</p> <p>Conditions of employment: the apprenticeship supervisor is a voluntary employee of the company.</p>
Tutorship	<p>Collaborative/cooperative work of monitoring the apprentice carried out by:</p> <ol style="list-style-type: none"> a tutor (or mentor or apprenticeship supervisor) appointed within the company who meets the following conditions: <ol style="list-style-type: none"> have at least five years' professional experience in the profession covered by the training plan. If the tutor has obtained the title of Business Manager in the profession the apprentice is trained in (IFAPME or SFPME training), he must have two years' experience; or hold a teaching degree or certificate or tutorship training certificate; or hold a degree accrediting the competencies of a tutor. <p>AND 2) a contact (support worker/delegated supervisor) who is an agent of IFAPME, the training centre or the education centre in charge of monitoring the apprentice during the training period.</p>		<p>Collaborative/cooperative work carried out by:</p> <ol style="list-style-type: none"> At the company, a tutor (or mentor or apprenticeship supervisor) appointed within the company who meets the following conditions: <ol style="list-style-type: none"> have at least five years' practical experience in the profession be at least 25 years old have a clean criminal record (Model 596.2) have participated in training as a tutor (compulsory as from 01/09/2019) (Exceptions are possible in case of a certificate of prior training within the profession.) At the training centre / education centre / school, a contact or supervisor or apprenticeship supervisor who keeps in touch with (the tutor at) the company 	Apprenticeship supervisor appointed by the employer. Trainer designated by "Centre de formation d'apprentis" (CFA) to monitor the apprentice at CFA and at the company.
Contract and implementation	Alternating work/study contract (bipartite: between employer and apprentice)		<p>Name of the course mentioned in the contract = the course name used by the training centre</p> <ol style="list-style-type: none"> "Overeenkomst alternerende opleiding" (= alternating training agreement): <ul style="list-style-type: none"> - Three parties: student (or their representative in case of minor) + company + training establishment - full-time contract - paid; monthly apprenticeship allowance - DIMONA + DMFA "Stageovereenkomst alternerende opleiding" (= alternating training internship agreement) : <ul style="list-style-type: none"> - Three parties: student (or their representative in case of minor) + company + training establishment - contract of at least 28 hours, but not requiring any average weekly working time - unpaid - DIMONA but no DMFA "Deeltijdse arbeidovereenkomst" (= part-time work agreement): <ul style="list-style-type: none"> - Two parties: student + company - contract depending on the course and sector (social profit, etc.); in general 3 days a week at the company, 2 days in class - paid; on the basis of Collective Labour Agreement (CLA) and only for hours worked 	<p>Apprenticeship contract between the employer and the apprentice (employment agreement), including several compulsory statements such as:</p> <ul style="list-style-type: none"> Name of employer Surname and first name of apprentice Name and qualification of apprenticeship supervisor Salary Training undertaken and training establishment Applicable Collective Labour Agreement (CLA) <p>It is concluded by means of CERFA form N° 10103*06.</p> <p>The time spent by the apprentice on training provided at the training centres is included in the work schedule, except in case of complementary training modules which have been freely chosen by the apprentice and accepted by the training centre.</p> <p>For the remaining time and within the limits of the work schedule applicable at the company, the apprentice conducts the work assigned to them by the employer. This work must be directly related to the professional training stipulated in the contract.</p>

Educational references	Education (FWB) + Ministry of Education Service francophone des métiers et des qualifications (SFMQ) (for professions recognised by SFMQ)	IFAPME	AHOVOKS (educational content + hours of training)	France Compétences + boards of education + professional branches / competency operators (OPCO)
Educational supervision	Inspection by FWB for education	IFAPME/SFPME (internal inspection service)	Inspection by the Ministry of Education ; supervision of the entire apprenticeship pathway and of the school component Syntra Vlaanderen ; supervision of the workplace component	Accredited certifiers (obligatory as from 2021 + current incentive for quality certification of training establishments)
Typical week	1 or 2 days at the IFAPME or CEFA centre 3 or 4 days at the company		1) "Overeenkomst alternerende opleiding" (= alternating training agreement): 3 or 4 days a week at the company, 1 or 2 days a week in class 2) "Stageovereenkomst alternerende opleiding" (= alternating training internship agreement): depending on the course and number of hours at the company - between 14 and 19 hours a week 3) "Deeltijdse arbeidovereenkomst" (= part-time work agreement): depending on the contract, course, etc. In general, 3 days a week at the company, 2 days in class (social profit; Maribel Social)	Frequency depends on degree, competencies of the apprentice, etc. minimum 400 hours of class a year (or 1 week a month on average)
Remuneration / wage	Level A: € 270.94 Level B: € 382.51 Level C: € 510.02		1) "Overeenkomst alternerende opleiding" (= alternating training agreement): Equivalent first year/level: € 462.30 Equivalent 2nd year/level: € 510.10 Equivalent 3rd year/level: € 549.90 2) "Stageovereenkomst alternerende opleiding" (= alternating training internship agreement): unpaid 3) "Deeltijdse arbeidovereenkomst" (= part-time work agreement): remuneration on the basis of Collective Labour Agreement (CLA) and only for hours worked at the company. Mostly in the social profit sector (Maribel Social).	Monthly wage calculated on the basis of a percentage of the minimum wage (SMIC), the apprentice's age and the year of training. 16-17 years: Equivalence first year: € 410.73 Equivalence 2nd year: € 593.27 Equivalence 3rd year: € 836.67 18-20 years: Equivalence first year: € 654.12 Equivalence 2nd year: € 775.82 Equivalence 3rd year: € 1,019.22 21-25 years: Equivalence first year: € 806.24 Equivalence 2nd year: € 927.94 Equivalence 3rd year: € 1,186.55 26 years and over: The highest of the legal minimum wage (SMIC) (€1,521.22) and the collectively agreed minimum wage corresponding to the position held during the term of the apprenticeship contract.
Employers (= companies or other)	Any natural person or legal entity governed by private or public law (businesses in both the market sector and the non-market sector, not-for-profit organisations, public administrations)		Companies in the private sector and legal entities governed by public law, social profit, not-for-profit organisations, public administrations.	Companies in the private sector and legal entities governed by public law
Links relating to the apprenticeship	Ath, Peruwelz, Tournai, Mouscron, Comines: bricklayer, tiler, carpenter, sanitary installer, heating installer, house painter, roofer, cleaner, shop assistant, hairdresser, commis chef, commis waiter, production operator at a food company, baker, park and garden maintenance worker, etc.	Centre de formation Wallonie Picarde in Tournai: 30% food, 30% construction, and provision of services to companies http://www.tournai.ifapme.be/formations-a-un-metier/trouver-une-formation-a-un-metier/catalogue-des-formations-a-un-metier.html	CEFA; www.onderwijskiezer.be SYNTRA; Kortrijk: hotel and catering industry, construction (woodworker, bricklayer, metalworker), hairdresser, butcher, car mechanic, sanitary/heating installer, computer technician, administration Roeselare: green sector, painter, retailer/distributor, logistical administration Bruges: hotel and catering industry, baker, hairdresser, construction (bricklayer, roofer), electrician, retailer/distributor, administration, equestrian sector Full-time schools; www.onderwijskiezer.be (increasing number and offer)	Approximately 600 degrees or diplomas relating to apprenticeships in Hauts-de-France ranging from level V (first qualification level) to level I (professional master, engineer, etc.) <i>Remark: mobility is part of the participants' curriculum; two CFAs provide cross-border training in the construction sector (bricklayer, roofer, etc.): Les Compagnons du Devoir in Villeneuve d'Ascq (part of the European Apprenticeship Programme [Euro App]), which is aimed at promoting mobility among apprentices in Europe, in particular by making full use of the exchange of experience from the pilot project initiated by Jean Arthuis) and Université des Compagnons, which has a branch at Jeumont. A discussion should take place on which training courses are to be targeted and the partnership should be expanded to CFAs that provide these training courses.</i>
Regulations	Decree of the French Community Government of 3 May 2017 amending the Decree of the French Community Government of 17 July 2015 on the alternating training contract, Belgian Official Gazette, 20 June 2017, p. 66396; Decree of the Walloon Government of 4 May 2017 amending the Decree of the Walloon Government of 16 July 2015 on the alternating training contract, Belgian Official Gazette, 2 June 2017, p. 61849; Decree 2017/861 of the College of the French Community Commission of 11 May 2017 amending the Decree 2015/791 of the College of the French Community Commission of 15 July 2015 on the alternating training contract and the related training plan, Belgian Official Gazette, 13 June 2017, p. 64071. Framework Cooperation Agreement on dual education concluded on 24 October 2008 in Brussels between the French Community, the Walloon Region and the French Community Commission, Belgian Official Gazette, 5 March 2009, p. 19760.		Decree on dual education ('dual leren') (approved in March 2018) + Decree on alternating training ('alternerende opleidingen') (approved in June 2016)	<ul style="list-style-type: none"> Loi française n° 2018-711 du 5 septembre 2018 "Pour la liberté de choisir son avenir professionnelle" Livre II de la sixième partie du code du travail français (Labour Code)
Educational content	Training and education centres: general, technical and professional courses Companies: competencies (units of learning outcomes) to be mastered, included in the training plan that defines the entire apprenticeship pathway to obtain the qualification/certification Professional references in line with SFMQ supplemented by course programmes (Certification Profiles) Role of educational consultants and professional committees + support tools: training plan, on-the-job training logbook and educational supports used at training centres.		General and professional competencies	References on the basis of the degree or diploma sought