



PROVISIONAL INSTITUTIONS OF SELF GOVERNMENT

**KUVENDI I KOSOVËS**  
**СКУПШТИНА КОСОВА**  
**ASSEMBLY OF KOSOVO**

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**Law No. 02/L-24**

**FOR ADULT EDUCATION AND TRAINING**

Assembly of Kosovo,

Pursuant to UNMIK Regulation Nr. 2001/9, of May 15<sup>th</sup>, 2001 on the Constitutional Framework for Provisional Self Government in Kosovo and particularly Chapter 5.1(e), 9.1.1, 9.1.26 (a),

Aiming the development of an education activity and adults training,

Hereby adopts the following:

**LAW FOR ADULT EDUCATION AND TRAINING**

**I - GENERAL PROVISIONS**

Goals of Adult Education  
Article 1

1.1. The aim of the Law is to promote the life long learning for all individuals.

1.2. Law sets out the framework of adults learning provision, including the compensatory learning and other education and training provisions for adults not already regulated by the Laws on Primary and Secondary Education, Higher Education and Vocational Education and Training. The framework does not apply to adult learning provided under the statutory mandates of other governmental institutions as per Regulation 2001/19 (amended) or which otherwise takes place outside the education and training Institutions regulated by this Law.

1.3. Ministry of Education, Science and Technology shall within its legal responsibilities, create the necessary conditions for adults learners to acquire skills, knowledge and attitudes in accordance with their own needs and those of society.

Definitions  
Article 2

**“Kosova Accreditation Agency “(KAA);**

**“Adults”** means any of persons who has reached the age of 18 years, according to Regulation Nr. 2001/27 on Essential Labor Law in Kosovo. However, the provisions of the law also extend to include those aged 15 and over, who having reached the age at which the compulsory education is normally completed and are eligible for entry to the labor market and for participation to the learning programs designated for adults. Persons under the age of 18 may require permission of parents to enter into learning contract;

**“Adults education and training ”** means the all public and private learning and training offered for adults and/or for young persons aged 15 and over who are eligible to attend the learning programs, designed for adults;

**“ Education and Training Institution ”** in the context of this law means a school or any type of public or private licensed institutions to provide formal adults education and training program. It does not include either the employers or the enterprises providing work-based training for their employees, or organizations providing non formal courses, seminars, and/or learning opportunities other than those specifically covered by this Law;

**“Attendee”** is every person enrolled in any educational program for adult education;

**“Academic Year (School Year)”** means a certain period of time appointed by MEST institution;

**“Teacher Training Review Board”** means the structure established by MEST with the competence to approve qualification and re-qualification, and professional development of teachers;

**“ISCED”** is the international standards Classification of Education, published by UNESCO, on which education levels in Kosovo are based, as defined to the Annex 1 of Law on Primary and Secondary Education;

**“Andragog”** means the teacher who is trained to work with adult education;

**“Certification”** - is official recognition of achievement that recognizes completion of education and training, or satisfactory performance in a test or examination. In the context of adult education and training it is a formal expression of attainments of the learner (in relation to skills, knowledge and attitude);

**“Certificate”** means any document given upon successful completion of a course, education or training program or upon passing an examinations in an to the educational or Training Institution duly registered and licensed;

**“E-learning”** the learning with Information and Communication Technology (ITC);

**“Informal learning”** - is the learning acquired in daily life, in workplace, in the family and leisure;

**“Formal learning “**- refers to learning Programs provided in licensed education and training institutions and using curricula approved and issued by MEST. Such learning is structured and leads to certification;

**“Non-formal learning”** - refers to learning programs other those covered by the definition of formal learning in this law. It may take place either within the same education and training institutions providing formal learning programs or completely independently. However, this form of learning is systematic regarding objectives, durations, and learning means;

**“Compensatory learning”** - means ulterior acquisition of basic qualifications that in fact should have been acquired during compulsory education;

**“Lifelong learning”** encompasses all learning activities undertaken throughout life for the development of competences and qualifications;

“**Learning assessment**” is the evaluation of learners’ attainments in relation to skills, knowledge and attitudes. The Definition may include a variety of evaluation methods including theoretical and practical examinations.

#### Article 3

MEST, in cooperation with other ministries, Regional Offices (REO) and Municipal Education Directorate (MED), coordinate planning, development and implementation of adult education and training.

#### Adaptation of adult education system

#### Article 4

Within the scope of this Law, MEST shall adapt the whole adult educational process to enhance to the skills, capacity and age of attendees.

#### Article 5

The politic and religion activity propaganda in the Public Education and Training Institutions is forbidden.

#### Article 6

Adult’s education and training is an integral part of educational system in Kosova.

#### Education Organization and Adult Training

#### Article 7

7.1. Adult education and training provisions as defined in Article 1 of this Law shall be organized in the Education and Training Institutions registered and licensed for this purpose under arrangements defined in an Administrative Instruction.

7.2. Education and Training Institutions licensed to organize provisions covered by this Law shall be registered as legal entities.

#### Regulation and Control

#### Article 8

MEST is responsible to support and control the implementation of this Law.

#### Educational Program

#### Article 9

9.1. Programs for Public adults training and education provision shall be drafted and adopted by the Ministry of Education, Science and Technology, in cooperation with other ministries.

9.2. Educational providers and private training compile their programs which are approved by the MEST.

9.3. Adult education programs shall comply with applicable European standards.

Exams  
Article 10

Examinations organized for adults following the programs of compensatory education, or otherwise seeking formal certification, shall comply with existing standard requirements in place for regular students.

Documents  
Article 11

Certificates and diplomas certifying attainment of learners in adult education programs, organized under this law, shall be standardized and endorsed by MEST.

Payment  
Article 12

Compulsory education according to the Law on Primary and Secondary Education is free of charge, whereas for education and optional training is the participation based to administrative instruction issued by MEST.

Nondiscrimination  
Article 13

Adult learners have the right to be treated equally, without discrimination on ground of ethnicity, political or religious belief, national or social origin, sex or disabilities.

## II - SPECIAL PROVISIONS

Annual working Plan  
Article 14

14.1. Education work to institutions for adult education and training shall be realized through public and private adult education programs according to annual working plan.

14.2. The annual working plan of Education and Training Institutions shall be drafted in compliance with the requirements determined by Administrative Instruction which will be issued by MEST.

Programs and Evidence  
Article 15

15.1. Institutions and other educational organization are obliged that educational programs and work organizational as well, to present to MEST for approval.

15.2. Institutions Adult's education and training keep regular evidences for their work.

Registration / Public Advertisement  
Article 16

16.1. In education and training according to the respective annual programs, the adults are enrolled based on public advertisement.

16.2. The published advertisement has to be contain the following details:

- a) Required condition for registration in harmony with this law that includes corresponding educational programs and other standards given by adults' education institutions;
- b) The number of vacant places;
- c) Ways and conditions of education and training delivery and conditions for successful completion of it;
- d) The payment rate of attendees.

16.3. The advertisement of paragraph 16.1, 16.2 should be published latest one month prior to start of the school year.

16.4. In the interests to protect the attendees particularly for learners below 18 years of age, MEST shall issue an Administrative Instruction regulating the criteria and procedures of selection as well as the aspects of learning contract for programs of adults education covered by this law.

#### Selection Criteria Article 17

Criterion of selection shall take into consideration the individual needs for learning and their capacity to undertake the provided lessons complying the conditions and procedures determined by competition.

#### Enrollment with contract Article 18

18.1. Adults can be enrolled in educational programs that are not financed, unsubsidized and not co-financed by the public means and based on contract with institutions and adult education organizations.

18.2. Enrollment according to the contract is done through Administrative Instruction issued by MEST.

#### Other features of education organization Article 19

19.1. Duration of programs and planning of achievement for adults education work shall be arranged differently from the regular school calendar of education institutions.

19.2. Educational organization and institutions which organize certificated course has to publish at least two times in a year exams schedule on the educational program delivered.

19.3. Duration of the program, subjects sequence or its parts, ways and forms of knowledge assessment are adapted with specifics, needs and abilities of the attendees in the adult education.

#### Attendees of adult's education and training Article 20

Attendees in adults' education and training adopt knowledge, skills and habits according to the special adults' educational programs and parts of educational programs for young.

### III - EDUCATIONAL PROGRAMS

#### Article 21

21.1. Adult education and training Programs whether provided free of charge or fee based, are designed to develop the skills, knowledge and attitudes in line with the objective of upgrading the general level of education, culture and occupational competencies of adult learners. Such programs shall include basic skills, citizenship and democracy targeted provision for minorities and adults with special needs, foreign languages learning, Albanian language learning by foreigners and the other general learning for adults.

21.2. Education and training according to educational programs for adults and other educational programs, defined according to the law, which does not regulate education field for which MEST has determined equivalent educational standard or for the parts of educational program by which is achieved public education.

21.3. Equivalence and Recognition of diplomas is carried out by the Administrative Instruction.

#### Verification of Education and Training

#### Article 22

22.1. Qualifications for adults shall be gained by those taking examinations after attending the relevant learning programs.

22.2. Adult education and training can also be achieved by verifying and providing evidence for the knowledge through exams or through the official documentation.

#### Article 23

23.1. Attendees through examination prove knowledge, skills and their competencies, in the institutions where the education program is developed not taking into consideration the way of achievement.

23.2. In the cases as in Article 9, when is provided evidence on the knowledge gained for the educational programs, respectively from the parts of these programs based on which education and training is achieved, such as: equivalency, knowledge standards; which are verified and testified through exams in respective institutions for adult education and training, the attendee get the official document.

#### Article 24

24.1. Adult education Program and certificated training has the general and specific part.

24.2. Volume and content of adult educational program that include education and training are defined in harmony with laws that regulate these segments of education and with the administration instructions of the MEST.

#### Publication of Educational program

#### Article 25

Adults Education Program and training shall be published prior the registration competition to the public information means.

## IV - CONDITION

### Practice Activity

#### Article 26

26.1. Adult education and training shall be delivered for the purposes of this law by persons who have the qualifications appropriate to the program to be delivered. This may include teachers, trainers, instructors or other experts.

26.2. The MEST issues Administrative Instructions for the ways and terms to meet predicted conditions by the law.

26.3. Status issues of adult education and training institutions organization and teachers and cooperators conditions shall be regulated in accordance with the law that regulates education organizations.

### Conditions

#### Article 27

27.1. MEST-i, shall having heard the opinion of Kosovo Accreditation Agency and other institutions shall determine the conditions and criteria for financing of public institutions for adult education and training.

27.2. Adults education and training Institutions financed by public funds, shall meet the minimum conditions and criteria which shall be set out in an administrative instruction issued by MEST. The Relevant Administrative Instruction shall cover such issues as:

- a) Relevant education and andragogist's qualification;
- b) Material/physical resources (spaces, equipments, and assisting teaching materials);
- c) Safety and health arrangements.

#### Article28

28.1. Minimal conditions and standards of premises and funds for an educational profile are determined by Ministry of Education (in the following text: Ministry).

28.2. In case of preparation phase of guideline the Minister is obliged to take opinion of the Kosova Accreditation Agency (KAA), Council of Experts for drafting of Plan Programs, schools texts and other relevant agencies.

### Registration and License

#### Article 29

29.1. Institutions for adult education and training that deliver valuable public education programs or programs that are financed from public funds, can deliver educational activities after registering in the Register of Educational Institutions for adult education and training (in the following text : Register) which is conducted by the MEST.

29.2. The form and content of the register is verified by the Ministry of Education.

Responsibilities  
Article 30

30.1. The MEST prepares catalogues and knowledge assessment standards, the acquisition of which is a condition to gain a document of a certain level.

30.2. For qualification purposes, education and training achievements, evidenced through certificates and other official documents from either special adult education programs or programs adapted for adults from other educational provision, shall comply with the standards required for formal education programs.

V - INSTITUTIONS OF ASSESSMENT

Article 31

31.1. Assessment institution assesses gained knowledge and for this purpose:

- a) Establishes assessment commissions for practical and technical fields;
- b) Informs about the schedule and sets knowledge assessment criteria and records achieve outcomes;
- c) Issues a document after completion of an exam or completion of a certain level with expected success;
- d) The gained document during this training will be equivalent with document gained in regular education;

31.2. After successful completion of course, these documents (certificate, diploma) will be equivalent with standards of international contemporary systems.

Evidence  
Article 32

32.1. The MEST issues administrative instructions related to registration, keeping and retaining of personal data at all levels of educational system in compliance with this law and the relevant laws of that scope.

32.2. In case of statistical elaboration of the data and analysis, personal data can be used or presented only in the form where the identity of learners remains unrecognizable.

Establishment of adults' education and training institutions  
Article 33

33.1. MEST in cooperation with other ministries establishes adults' education and training of public institutions.

33.2. Adults' education and training institutions can be established as public and private institutions and are organized in schools, in adults' education and training institutions that are registered and licensed based on the Law and other legal acts.

33.3. Public institutions for adults' education and training can be established under the foreseen conditions with this law.



33.4. Each educational private institution for adults' education and training functioning in Kosovo demands license from MEST.

## VI - GOVERNING

### Director, Manager Article 34

34.1. Director is leader and manager of the work in adult education and training institution.

34.2. The Founder selects the manager of public adult education and training institution.

34.3. The manager of private institution is elected by the founder.

34.4. Director, Deputy Director, Manager has to have university degree on andragogical training and at least three year vocational experience of respective educational field.

### Governance Structure Article 35

35.1. Internal organization of public adult education and training institutions shall be regulated according to existing Governance and management provisions defined in the appropriate legislation applying to the Institution.

35.2. Public Adults Education and training Institutions established specifically for accomplishment of programs regulated by this Law, shall establish a management board in the context of which will be included andragogists, experts and leaders of practical training. Such management board shall held regular meetings for:

- a) Development, implementation and evaluation of programs for adults education and training;
- b) Providing of opinions for designing and implementation of annual working plans;
- c) Propose measures to improve the quantity or quality of learning;
- d) Determines criteria for assessment of knowledge, skills and attitudes of attendees.

## VII - FINANCIATION

### Article 36

36.1. MEST and other ministries in the frame of its budget allocate in a special budget line to finance the annual program for adult education.

36.2. With the establishment act of the new budget are also set out the sources, ways and conditions for collection of financial means in order to implement the adult education and training annual program.

36.3. Annual program of adult education can help external and internal donators as well.

## VIII - ADMINISTRATIVE SANCTIONS

### Fine Article 37

37.1. It is forbidden exercising of activity of Legal person organizing unregistered and unlicensed adult education and training provision.

37.2. In case of exercising activity by Natural person that leads unlicensed and unregistered legal person may be sanctioned to a fine of 10.000 Euro.

37.3. Responsible Natural person exercising the activity of organizing unregistered and unlicensed adult education and training provision may be fined to an amount of 2.500 Euro.

37.4. Means coming of fines shall be delivered to the Consolidated Budget of Kosovo.

### Transitional Provisions Article 38

38.1. Public education institutions which are licensed and organize the adult educational process till the issuance of this Law need to be licensed, but they are obliged that the normative acts to be harmonized with this Law within 6 months.

38.2. MEST in cooperation with other ministries issues this Administrative Instruction in order to complete and implement this Law.

### Article 39

The timeline for issuance of the foreseen administrative instruction in this law will be 6 months after entering into force.

### Article 40

All institutions and organizations of Adults' education and training within 6 months has to be registered and licensed.

### Article 41

41.1. After this Law enters into effect all legal provisions which have regulated this field become not applicable.

41.2. The present law shall enter into force after adoption by the Assembly of Kosova on the date of its promulgation by the Special Representative of the Secretary-General.

**Law No. 02/L-24**  
**22 July 2005**

**President of the Assembly**

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**Academic Nexhat Daci**