

Information sheet	Adult education and training programmes
Objectives	To attract new audiences for adult education and training and to respond to their needs and specificities, thus contributing to the increase in the qualification of the adult population.
Admission requirements	<ul style="list-style-type: none"> - People aged 18 or over at the beginning of the programme, without an adequate qualification to enter or progress in the labour market and, primarily, without the completion of primary, lower or upper secondary education. Exceptions: <ul style="list-style-type: none"> - Education and training for adults (EFA) programmes at upper secondary level, provided either during daytime or full time, can only be attended by adults aged 23 or over. - Exceptionally, the department responsible for authorising the programme may approve minors under the age of 18 at the time of beginning of programme if proved that they are working.
Organisation of provision	EFA programmes are organised <ul style="list-style-type: none"> - In a lifelong learning perspective, as a tool to promote socio-professional (re)insertion and qualification's progression; - In flexible training paths when defined in the basis of recognition, validation and certification of competences (RVCC); - In training paths developed in an articulated way, integrating basic and technological training, or just one of them; - In a modular training model organised by the training standards/referential that integrate the CNQ, favouring the differentiation of training paths and their contextualization in the social, economic and professional environment of the trainees; - In the development of training focused on reflexive processes and acquisition of knowledge and skills that facilitate and promote learning, through the module Learn with Autonomy (<i>Aprender com autonomia</i>) for basic level courses and the reflective portfolio of learning (<i>Portefólio reflexivo de aprendizagens</i>) for upper secondary programmes.
Training fields	The EFA courses follow to the standards of competences and training associated with the respective listed in CNQ qualifications and are grouped by areas of education and training, according to the National Classification of Education and Training Areas. The portal Qualifica provides a browser with detailed information on all types of education and training offers.
Duration	Training programmes type B3 least 1 940 hours and type B2+B3 last 2 390 hours. Training programmes S3, type A last 2 045 hours; type B 1 680 hours and type C 1 575 hours. Training programmes S, type A last 1 150 hours; type B 625 hours and type C 315 hours. Flexible paths from the RVCC process, in primary, lower and upper secondary education.
Academic vs practical training	Practical training is mandatory and lasts at least 210 hours per year in a work environment if: <ul style="list-style-type: none"> - learners do not perform any activity in the field of study or in a related field; and - learners attend programmes at basic level: B3, B2 + B3, EFA programmes of the 1st cycle of basic education or level 1 or 2 of the national qualifications framework (flexible programmes linked to the RVCC process); and the secondary level: S3 type A, B and C.
Providers	Lower and upper secondary education establishments; vocational training and vocational rehabilitation centres directly or jointly managed by IEFP; training entities integrated in other ministries or other legal persons governed by public law; private and cooperative education establishments, professional schools, specialised centres in adults' qualifications; private entities with certified training structures.

Sources of funding	<ul style="list-style-type: none"> - <u>Lei (Law) n.º 114/2017 de 29 de dezembro</u> Orçamento do Estado para 2018. - <u>Portaria (Ordinance) n.º 122/2016, de 4 de maio</u> Segunda alteração ao Regulamento que estabelece Normas Comuns sobre o Fundo Social Europeu, adotado pela <u>Portaria (Ordinance) n.º 60-A/2015, de 2 de março</u>
Evaluation	<ul style="list-style-type: none"> - Formative evaluation - allows to obtain information about the learning development, aims at defining and adjusting the processes; and strategies of recovery and further development; - Summative evaluation - serves as a basis for decision on the final certification.
Certification	<p>The successful completion of an EFA programme corresponding to any training path grants the issue of a qualification certificate, respectively:</p> <ul style="list-style-type: none"> a) B1 - 1st cycle of primary education; b) B2 and B1 + B2 - 2nd cycle of primary education, conferring the qualification level 1 of the NQF; c) B3 and B2 + B3 - 3rd cycle of lower secondary education, and in EFA programmes of double certification, also professional certification, conferring the level 2 of the QNQ; (d) S, types A, B or C - upper secondary education, conferring level 3 of the NQF; (e) S3, types A, B or C - upper secondary education and professional certification, conferring level 4 of the NQF. <p>The successful completion of one or more short-term units of competence (UFCD) or training of an EFA course but who did not complete the programme also allows to issue a qualification certificate.</p>
Progression	<p>Adults who conclude the lower or upper secondary education through an EFA programme and wish to pursue their studies are subjected to the access requirements of the different types of training.</p>
Legislation	<ul style="list-style-type: none"> - <u>Portaria (Ordinance) n.º 216-C/2012, de 18 de julho</u> Primeira alteração à <u>Portaria (Ordinance) n.º 1100/2010, de 22 de outubro</u>, que aprova o programa de formação em competências básicas em cursos de educação e formação de adultos ou em processos de reconhecimento, validação e certificação de competências de nível básico. - <u>Despacho (Order) n.º 334/2012, de 11 de janeiro</u> Aplicação de normas ao nível da organização e desenvolvimento dos cursos EFA Educação e Formação de Adultos e das formações modulares, em particular no que concerne à constituição dos grupos. - <u>Portaria (Ordinance) n.º 283/2011, de 24 de outubro</u> Segunda alteração à <u>Portaria (Ordinance) n.º 230/2008, de 7 de março</u>, que define o regime jurídico dos cursos EFA e das formações modulares previstos no <u>Decreto-Lei (Decree-Law) n.º 396/2007, de 31 de dezembro</u>. - <u>Portaria (Ordinance) n.º 711/2010, de 17 de agosto</u> Primeira alteração à <u>Portaria (Ordinance) n.º 230/2008, de 7 de março</u>, que define o regime jurídico dos cursos de educação e formação de adultos (cursos EFA) e das formações modulares previstos no <u>Decreto-Lei (Decree-Law) n.º 396/2007, de 31 de dezembro</u>.