

Based on the article 12, b.) and 18. Part (1) point b.) of the Constitution of the Canton Sarajevo ("Official Gazette of the Canton Sarajevo 1/96, 2/96 – Correction 3/96- Correction 16/97, 14/00, 4/01, 28/04 and 6/13) the Assembly of the Canton Sarajevo, at its session held on 07.10.2015 has adopted

LAW ON ADULT EDUCATION

I. BASIC PROVISIONS

Article 1.

(Subject Matter of the Law)

Law on Adult Education (in the further text: Law) shall govern:

- a.) Adult education activities
- b.) General issues related to establishing legal bodies for adult education on the territory of the Canton Sarajevo (in the further text: Canton)
- c.) Organization, financing, management of the process of adult education
- d.) Activities and conditions for providing education, competence improvement and providing qualifications for adults
- e.) Rights and responsibilities of organizations and bodies in the field of adult education
- f.) Conditions for being entitled to issue public documents
- g.) Status issues of candidates who completed institutional adult education and
- h.) Other issues important for adult education in the Canton.

Article 2.

(Special Interest)

- (1) Adult education is an integral part of the unique education system of the Canton and it is an activity of special interest for the Canton.
- (2) Adult education shall be implemented in a form and under the conditions specified in this Law, if there is no other special law to regulate them.

Article 3.

(Equality)

- (1) Adult education activities are aimed at full development of human's personality and dignity, respect of human rights, civic and other democratic, legal and constitutional principles and freedoms
- (2) Usage of terms in male or female gender in this Law includes both genders.

Article 4. **(Definition of terms)**

Terms used in this Law have the following definition/meaning:

Andragogy (adult education) is a science which deals with the issues of adult education, which is didactic-methodic specifics of the learning and teaching of adults. It has an accent on differences in the interaction-communication aspect of education of adults in comparison to education of children and youth.

Life-long learning is a total learning activity of a person during his lifetime, aimed at improving knowledge, skills and competences within personal and civic, as well as social perspective and/or perspective of employment; it includes learning at all ages (from an early youth until the third age) and in all forms (formal, non-formal and informal). Learning is understood as a continuous process in which results and motivation of an individual at certain age is influenced by his level of knowledge, habits and learning experience from the younger age. There are four inter-connected goals related to life-long learning: personal satisfaction and development of an individual, active citizenship, social inclusion and employment.

Life-long career orientation, in the context of life-long learning, is a set of activities which enable citizens of all and at any time of their lives to identify their own capabilities, competences and interests, to make decisions related to their education, competences and qualifications and to manage their own life paths in educational, work or any other environment in which their capacities and competences are being developed or used.

Additional qualification is an additional vocational education, organized by differentiated programs, for the purpose of achieving higher level of qualification within the same vocation.

State (National) Qualification Framework (NQF) is an instrument of defining qualifications achieved in one country, in which basic principles are given for clarification, approach, mobility, gaining and quality of qualifications.

European Qualification Framework (EQF) is an instrument of establishing the level of qualifications between national qualification frameworks.

European Qualification Framework for the higher education is a document adopted by the Conference of the European Ministers of Education in Bergen in 2005, which defines generic descriptors for all of the three cycles of the higher education, which is implemented in all countries which have signed the Bologna Declaration.

Formal education is learning guided by teacher or instructor, which is organized in the education institutions and in accordance to plans and programs approved by education authorities.

Generic descriptors define expected knowledge, skills and competences for every qualification level of education.

Informal learning is non-planned learning and gaining knowledge through every day activities

Inclusive education is a right of every individual during whole life, especially a right of individuals with special education needs to be enrolled in education, as well as a right of talented children on maximum development of their potential.

ISCED (International Standard Classification of Education) is the international standard classification of education.

Learning outcomes is a statement on what student/person who learns knows, understands and can do after completing learning process, defined through knowledge, skills and competences.

Publically recognized education program is a program of education which has been adopted or approved by the Ministry of education, science and youth (in further text: Ministry), or based on the suggestion by the Ministry adopted or approved by specific bodies in charge of the field in which the program is developed, in accordance to Law.

Competences are capability of applying knowledge, skills and personal, social and methodological capability, in the workplace or during learning, as well as in private and professional development. In the context of the European qualification framework, competences are describes as responsibility and independence.

Qualification is a formal title for a result of the process of assessment and validation, which is given when a competent body decides that an individual has achieved learning outcomes according to standards.

Qualification framework in Bosnia-Herzegovina is an instrument for establishing qualifications achieved in Bosnia-Herzegovina, which provides basics for clarification, approach, mobility, gaining and quality of qualifications.

Non-formal education is an organized process of learning and education, aimed at improving, specializing and complementing knowledge, skills and competences, with special programs and implemented by education organizations (regular schools, training centers, companies, agencies etc.), which is organized independently from the official (formal) system of education and usually does not lead to gaining official recognitions (diplomas and qualifications). Non-formal education can be organized through organizations and services, which serve as complementary to formal education system.

Adult education is an education organized for adults, which includes all aspects of learning process, formal and other, in which adults (age is not universal in all countries in the world – starting point from which adultery is defined is from 16 to 18 years of age) develop their competences, enrich their knowledge and improve their technical or professional qualifications or change them in order to satisfy their needs or needs of their society.

Adults are persons older than 15 years, who have not completed primary education, or persons older than 18 years, who completed education in regular or additional schools, with aim to improve, specialize or enrich their knowledge, skills or competences.

Training is education and training for work after elementary school, for doing simple and less complicated work within specific profession.

Adult literacy includes:

- a) *Basic literacy* – capability of adults to communicate in their own language and to read and write simple statements about their everyday lives;
- b) *Functional literacy* – capability of adults to understand and use media and other information, for the purpose of planning and achieving their own development, as well capability of adults to enroll in activities in which literacy (which includes using information and communication technologies) is needed for their better every day functioning and participation in the life of their community.

Adult education participant is an adult person who is enrolled in a program of adult education.

Special programs are programs aimed at increasing general educational and cultural level among population and increasing specific and other competences.

Previous learning – knowledge, skills and competences gained through previous education or experience; it can be of any form of learning, but it is usually referred on non-formal and informal learning.

Retraining is education and training which enables person, who has already obtained some professional or occupational qualification, to gain new competences for working in a new profession or in new professional field.

Self-driven learning of adults is activity in which adults individually control process of learning, as well as responsibility for results of learning.

Specialization is education and training within the same profession, aimed at gaining special knowledge and skills needed for certain jobs.

Improving is any form of education after initial education or during work, which shall help an individual to improve his knowledge and/or skills, to gain new competences in the context of professional improvement and to personally and professionally make progress.

Skills are capabilities to apply knowledge and usage of principle „to know how“to do certain task and to solve problem. In the context of the European Qualification Framework, skills are defined as cognitive (including using logical, intuitive and creative thinking), practical (including physical skills and usage of methods, materials, tools and instruments) and social skills (skills of communication and cooperation, emotional intelligence and others).

Knowledge is a result of adopting information through learning process. Knowledge is a collection of facts, principles, theories and practice related to the field of interest. In the context of the European Qualification Framework for Life-long Learning, knowledge is described as theoretical and/or factual.

Article 5.
(Objectives of Adult Education)

Adult education is organized and implemented with the following objectives:

- a) Increasing of value of the human capital in the country, through the improvement of educational and qualification structure of population in Bosnia-Herzegovina
- b) Development of the social environment for sustainable socio-economic development of B&H society at all its levels
- c) Achieving bigger employment and increase of professional flexibility of working population and its' bigger mobility in domestic and international labor market
- d) Development of democracy, intercultural society and tolerance
- e) Improvement of quality of life – individual, family, social and natural environment
- f) Implementation of the concept of life-long learning, which should contribute to faster progress of Bosnia-Herzegovina towards learning society, and by that to its' successful integration into the European societal and economic space
- g) Raising the level of basic and functional literacy among adults
- h) Achieving at least elementary education
- i) Raising competences for employment of adults who have not completed formal education
- j) Enabling further education and training, that is opportunities for pre-qualification, specialization and continuous vocational training, all the way through working age
- k) Education for active citizenship and sustainable development
- l) Education and gaining knowledge and skills in accordance to personal capabilities, interests and age of every individual
- m) Fulfilling specific education needs of members of national minorities and ethnic groups
- n) Fulfilling specific education needs of specific and especially marginalized groups in society
- o) Enabling formal recognition and confirmation of results of previous learning, which is gained knowledge, skills and competences, regardless of ways of their achieving.

Article 6.
(Principles of Adult Education)

Adult education shall be based on the following principles:

- a) Principle of public
- b) Principle of connection education with labor market
- c) Life-long learning
- d) Respecting diversity of needs and capabilities, previous knowledge and experience, and (related to that) specifics of education and learning of adults

- e) Freedom of choice o adequate education, as well as forms, methods and ways of learning
- f) Availability and diversity of the educational offer
- g) Ensuring adequate quality of education, regardless of national, ethnic, cultural, social, economic, regional, local and other specifics of the environment in which education is organized and implemented
- h) Promoting unique values of the learning outcomes in formal and non-formal education and informal learning
- i) Professional approach and responsibility of organizers of adult education, as well as professional and ethic work of andragogic personnel
- j) Respecting personality and dignity of every participant in the process of adult education
- k) Informing, counseling and guidance in further education or progress in career

Article 7.
(Non-discrimination)

Adult education is for everybody and, in that regard; approach to adult education cannot be limited, directly or indirectly, on any base, which is against the constitution, domestic laws and international laws

Article 8.
(Forms of Adult Education)

Adult education is organized as:

- a) Formal
- b) Non-formal
- c) Informal and/or
- d) Self-driven life-long learning

Article 9.
(Formal Education)

- (1) Formal adult education is an activity which is implemented in public or private education institutions, listed in the Register by the Ministry, with aim to gain basic education, specific qualifications, knowledge, skills and competences, in accordance to specific laws, Standards and normatives and planes of studies, adopted by the Minister for education, science and youth of the Canton of Sarajevo (in further text: Minister).
- (2) Programs of formal education include:
 - a) Programs for obtaining elementary school education

- b) Programs for obtaining high school education
 - c) Programs for obtaining higher/university education
 - d) Programs of re-training
 - e) Programs of pre-qualification
 - f) Programs of improvement of skills
 - g) Programs for obtaining skills
- (3) Programs of formal education is required to contain:
- a) Program title
 - b) Program goal(s)
 - c) Knowledge, skills and competences which will be obtained upon completing the program
 - d) Prerequisites for enrolment, progress and completing the program
 - e) Education content or courses within the program
 - f) Total duration of the program and/or duration of courses within the program (in number of hours)
 - g) Way/forms of the implementation of the program
 - h) Human resources, didactic, special and other preconditions for the implementation of the program
 - i) Forms of testing learning outcomes
 - j) Forms of program evaluation
- (4) Formal programs of adult education are implemented in education institutions, which are part of the regular/formal education system, in specialized institutions for adult education and other institutions registered for this activity.

Article 10.
(Non-formal Education)

- (1) Non-formal adult education refers to organized processes of learning, based on specific programs aimed at gaining knowledge, skills and competences for easier employment, for gaining values and attitudes of adults for various social activities and for the personal development.
- (2) Programs of non-formal education include various programs aimed at obtaining and improving general and professional knowledge, skills and competences, which increase opportunities at the labor market for adults, support their social integration or contribute to their individual development and „self-enrichment“
- (3) These programs, among others, include:
- a) Programs for obtaining or improving basic competences
 - b) Programs for obtaining additional competences in a specific profession
 - c) Programs of protection of environment or work environment
 - d) Programs of education on health and improvement of life quality
 - e) Programs of education for grey hair users
 - f) Programs of education for satisfying specific educational and cultural needs of specific social groups

- g) Programs for obtaining other knowledge, skills and competences.
- (4) Non-formal education can be organized and implemented by educational institutions, schools/centers for language learning, schools/centers for information-communication technologies, centers for culture and education, driving schools, associations of citizens, companies and other legal subjects, which, among other, as their activities listed non-formal adult education.
- (5) Forms, conditions and time of adult education are to be defined by documents adopted by organizers of the non-formal adult education.
- (6) Non-formal education shall be organized and implemented by institutions from the part (4) of this article, if they fulfill conditions related to human resources, space, and material and other, required by this law.
- (7) Non-formal adult education, which does not have a status of the publically recognized education, can be implemented by other legal bodies, in accordance to rules prescribed by this law.
- (8) Time of organizing non-formal education during the year is to be defined by annual work plan of the legal subject for adult education (in further text: Organizer of adult education).

Article 11.
(Informal and Self-driven Learning)

- (1) Informal adult learning refers to unplanned activities in which adult accepts attitudes and positive values, as well as knowledge and skills from everyday experience and from other influences and sources from his environment.
- (2) Self-driven learning refers to activities in which adult himself establishes learning process and is responsible for results of such learning, without immediate and continuous help of others.
- (3) Knowledge, skills and competences gained by informal and self-driven learning adults can prove, regardless of ways in which they gained them, by taking the exam.
- (4) Exams from part (3) of this article shall organize and implement the Organizer of adult education.

Article 12.
(Informal and Self-driven Learning)

- (1) Publically recognized adult education is an education which is obtained in publically recognized educational program of elementary or high school education, or in adjusted publically recognized education program or part of that program, in accordance to special provisions related to this part of education.
- (2) Adults can gain knowledge, skills and competences in adopted or approved program of education, or part of that program, in accordance to this law.
- (3) Education obtained in the context of part (2) of this article, after testing by authorized institution, is publically recognized education, which is proven by the public document.

II. ESTABLISHING AND WORK OF INSTITUTIONS FOR ADULT EDUCATION

Article 13.

Adult Education Activity Organizer

- (1) Adult education activity organizers can be institutions, organizations and other legal bodies, which fulfill conditions for work in this field
- (2) Adult education, as regular activity, or as an activity which will complement regular activities, for the purpose of this law, can be implemented in:
 - a) Education institutions which are part of the system of regular-formal education
 - b) Specialized institutions for adult education
 - c) Centers and organizations for vocational training, foreign languages, information-communication technologies, human resources development
 - d) Driving schools
 - e) Unemployment bureaus
 - f) Public agencies, public companies and holdings
 - g) Trade chambers, employees, entrepreneurs and their associations, trade unions, foundations and citizens' associations
 - h) Institutions for professional rehabilitation and employment of persons with disabilities
 - i) Institutions for care for people with special needs
 - j) Penology institutions
 - k) Centers for informing, counseling and career development
 - l) Cultural-educational centers
 - m) Other subjects

Which have a license from the Ministry to implement programs of adult education, which is a Confirmation that they meet requirements to implement adult education programs.

Article 14.

(Establisher)

- (1) Legal subject for adult education can be established by domestic or foreign legal body or individual (in further text: Establisher), with the approval of Minister upon approval by the Government of the Canton Sarajevo (in further text: Government).
- (2) Canton can, in accordance to international agreements, open departments for adult education for our citizens abroad.
- (3) For establishing, work and status changes of legal bodies for the formal adult education, provisions of Law on institutions shall be applied, for those parts which are not regulated by this law.
- (4) Establishing legal bodies shall be planned in accordance to plan of adult education, defined by the article 30 of this law.

Article 15.
(Funds for Establishing and Work)

- (1) Establisher of the legal subject (Adult education activity organizer) shall provide funds needed for establishing and work of the legal subject, in accordance to Standards and Normatives for the Implementation of Programs of Adult Education, which standardizes and prescribes space, equipment, human resources, didactic material requirements.
- (2) In case that legal subject (adult education activity organizer) is established by more than one legal subjects, or individuals, they shall define their rights and obligations by contract
- (3) Standards and Normatives from the part (1) of this article will be adopted by Government, based on proposal by the Ministry.

Article 16.
(Decision on Establishing Adult Education Activity Organizer)

- (1) Decision on establishing shall content:
 - a) Name of the establisher
 - b) Name and address of the Adult education activity organizer
 - c) Type of program
 - d) Sources and ways of funding
 - e) Plan of studies and program for work
 - f) Number of teachers, lecturers and other staff qualified to implement lectures and trainings
 - g) Buildings and other object that will be provided and used
 - h) Name of person who will represent the institution, has rights and responsibilities
 - i) Deadline for adopting general act, appointing managerial bodies and
 - j) Other issues important for work of the Adult education activity organizer

Article 17.
(Conditions for Implementation of Adult Education Activities)

- (1) Organizer of adult education can implement the program of adult education if it is registered for such an activity and if it fulfills requirements defined by standards and normatives, with regard to technical, hygienic, special, personnel, material and other aspects of the program, defined by the Ministry.
- (2) With regard to space, institution which implements formal/publically recognized programs of adult education, shall have (own or rent) at least:
 - a) Working space of 2,5 m² per participant
 - b) Specialized classrooms for specific forms, methods and contents of work defined by the program (size minimum 3 m² per participant)

- c) Specialized classroom, if there is a program of adult education for computer
 - d) literacy (minimum 3,5 m2 per participant/computer)
 - e) Space for individual work with participants
 - f) Space for personnel (teaching and administrative staff)
 - g) Space for archive
 - h) One men and one women toilet
- (3) With regard to mandatory equipment, the institution shall have:
- a) Classroom for general purposes with table and chair for every participant
 - b) Specialized classrooms for special forms, methods and contents with adequate mobilia for the specific program
 - c) Specialized classrooms for computer literacy courses with at least one networked computer per participant and one computer for trainer, with adequate and licensed software owned by the institution
 - d) Classroom with audio and video equipment, board, projector screen and other material, in accordance to program of work for specific programs and educational content.
 - e) Other spatial demands are defined by educational programs which are implemented by the institution for adult education.

Article 18.
(Establishing the Adult Education Activity Organizer)

- (1) Legal subject (Adult Education Activity Organizer) shall be established:
- a) If there is a need for establishing
 - b) If there are funds provided for financing or co-financing of adult education programs
 - c) If there is a space provided, which fulfills requirements in accordance to standards and normatives
 - d) If there is a sufficient number of lecturers, trainers and other staff members
 - e) If there are other means provided, which are necessary for work
- (2) Establisher is required to deliver to the Ministry, together with request for issuing approval for establishing legal subject (Adult Education Activity Organizer), the following:
- a) Establishing act
 - b) Elaborate with explanation of need for such an institution
 - c) Information about authorized person
 - d) Proof of fulfilled pre-requirements, with regard to financial means for establishment and work
 - e) Proof of fee paid to the Ministry (in the amount prescribed by the Government decision) for the purpose of procedural approval of the request
- (3) Guarantees from the part (2) of this article establisher shall provide for the period of at least five years
- (4) Ministry shall inform the establisher if the requested documents are in accordance to law and prescribe the deadline for completing documentation, if necessary

- (5) The deadline from part (4) of this article shall not be longer than 30 days
- (6) It shall be considered that the establisher has given up the request if within 30 days all documentation is not completed

Article 19.
(Content of Elaborate)

Elaborate with explanation of need for such an organization shall provide the following information: information on establisher, name and address, goals, length of adult education programs, plan of studies, that is types of programs for adult education that are planned, needs of society for education for specific profession, profile and level of education obtained after completing the program, general and specific conditions defined by the Standards and Normatives, financial means necessary for fulfilling these conditions, ways of providing financial means for work of the Adult Education Activity Organizer.

Article 20.
(Expert Commission)

- (1) After the request for establishing adult education activity organizer has been delivered to the Ministry, according to article 17 of this law, the Ministry shall issue a specific act by which it shall form an expert commission, which shall examine the request and Elaborate and give an expert opinion if the request is justified and if there is a need in society for establishing the legal subject (Adult Education Activity Organizer).
- (2) Act from the part (1) of this article shall contain: job and task description, way of work, deadlines for jobs and tasks within work and the amount of compensation for commission members.
- (3) Expert commission from the part (1) of this article, which has at least five members, will be consisted from experts from academia, andragogical and other experts, representative of the establisher of the Adult Education Activity Organizer and representative of the Ministry.

Article 21.
(Proposal of the Government Decision on the Elaborate)

- (1) In case the commission has given a positive opinion regarding the elaborate, the Ministry sends the elaborate with the expert opinion to the Government.
- (2) Government shall make a decision on the elaborate from the part (1) of this article at latest within 30 days upon receiving expert commission opinion.
- (3) After the Government reaches the decision, the Ministry shall inform the Establisher about it within eight days
- (4) In case that the Government decided to reject the elaborate, due to the negative opinion of the expert commission, establisher can request new expert commission to be established and to discuss the elaborate and reasons for negative opinion once

more. Results of this second commission shall also be delivered to the Government through the Ministry.

- (5) Commission from the part (4) of this article shall be appointed by the Ministry, and it shall be constituted from members of academia, andragogical and other experts, representatives of the Ministry who have not been appointed into the previous expert commission, and one third of these members shall be upon suggestion by the establisher of the Adult Education Activity Organizer.
- (6) Act from the part (4) of this article shall contain: job and task description, way of work, deadlines for jobs and tasks within work, which is maximum 60 days, and the amount of compensation for commission members.
- (7) If a decision of the special expert commission is positive, elaborate and opinion of the expert commission and opinion of the commission from the part (1) of this article, the Ministry shall deliver to the Government for adoption within 15 days upon receiving report from special expert commission.
- (8) Government will make negative decision and reject the request from the article 18 if the reports by expert commission and special expert commission are both negative
- (9) There is no possibility of complain against decision of the Government from the part (4) and (8) of this law. However, a claim in the Court in Sarajevo can be started within 30 days upon receiving the decision.
- (10) The same establisher or co-establishers can re-submit the request from the article 18 after minimum 3 years from the Government decision from part (2) of this article, if the decision has been negative.

Article 22.

(Publically Recognized Adult Education Activities Organizer)

- (1) Legal subject (Adult Education Activity Organizer) which fulfilled requirements prescribed by this law, after registration in the Register from the article 23 of this law, shall have a status of the publically recognized Adult Education Activity Organizer.
- (2) Elementary and secondary school are publically recognized adult education activity organizers if they fulfill requirements for such activity and if they have an Approval and Verification, from the Ministry, in accordance to law.
- (3) Exceptions from (1) and (2) of this article, status of publically recognized adult education activity organizer shall be given to state bodies and institutions which, in accordance to specific laws, provide vocational training and other adult education activities.
- (4) Approval from the part (2) of this article shall be given to other institution which fulfills requirements for organizing adult education activities, with regard to program, human resources, space, equipment and didactic materials.
- (5) Further requirements, with regard to program, human resources, space, equipment and didactic materials, including requirement to make programs accessible for persons with disabilities, shall be defined by the Minister.

Article 23.
(Register of Adult Education Activities Organizer)

- (1) Legal subjects, which fulfilled requirements for establishment defined by this law, shall be listed in the Register of Adult Education Activity Organizers (in further text: Register), run by the Ministry.
- (2) Detailed procedure with regard to conditions, content and way of organizing the Register shall be determined by the Ministry
- (3) Commission formed by the Minister, shall check if the legal subjects fulfill all requirements to be listed in the Register, after all procedures from articles 17, 18,19, 20 and 21 of this law are completed.
- (4) Based on positive report of the commission from the part (3) of this article, Minister issues the Approval for Listing in the Register, based on which the legal subject gains a status of the licensed Adult Education Activity Organizer.
- (5) After being listed in the Register, Adult Education Activity Organizer is listed in the Court Register and on the date of registration gains a status of the legal body/subject.

Article 24.
(Public Documents and Stamp)

- (1) Adult Education Activity Organizer is obliged to have all documentation related to adult education and to issue public documents on completed education.
- (2) Adult Education Activity Organizer shall have specific andragogical documentation which, among others, includes:
 - a) Register of participants
 - b) Diaries of work
 - c) Education programs
 - d) Documents on program enrolment
 - e) Learning agreement
 - f) Record of andragogical staff
 - g) Record of participants
 - h) Record of examinations of learning outcome
 - i) Record of issued public documents
- (3) Adult Education Activity Organizer shall have a stamp, which is to be used as a proof of authenticity of every issued document
- (4) Ministry shall have the record of all Adult Education Activity Organizers, approved education programs, as well as andragogical staff
- (5) Detailed regulations with regard to content, form, way of keeping andragogical documentation and evidences, and issuing public documents shall be provided by the Minister.
- (6) Representative associations of employees, chambers of commerce etc. shall have their own record of employees which offer practical work, as well as other records related to their activities in the field of adult education.

Article 25.
(Data Bases)

- (1) Records on adult education shall be integrated in data bases at the level of Adult Education Activity Organizer, as well as at the level of the Ministry and other relevant bodies, organizations and institutions at various levels of authority.
- (2) Data bases from the part (1) of this article, as well as other available data bases with regard to work, employment and other relevant sectors, shall be used exclusively for the purpose of monitoring, analysis and improvement of the state of the adult education and planning its development, and respect of Law on protection of personal data shall be respected in this regard.

Article 26.
(Accreditation)

- (1) Ministry shall be in charge of external quality control of Adult Education Activity Organizers every five years.
- (2) In the process of accreditation, quality of Adult Education Activity Organizers and programs shall be controlled with aim to confirm that they fulfill the criteria and standards for work and implementation of programs.
- (3) Process of accreditation of Adult Education Activity Organizer and programs shall be implemented by independent accreditation body established by the Ministry.
- (4) Accreditation shall to apply to all institutions/organizations in the field of adult education, which implement programs which lead to obtaining qualifications and competences defined in the qualification framework in Bosnia-Herzegovina.
- (5) Accreditation procedure shall include institutional and program accreditation.
- (6) Status of the accredited institution/organization is limited by time, but it is extended through the process of re-accreditation.
- (7) Accredited programs shall be periodically evaluated and, if needed, innovated.
- (8) System of accreditation shall be ensured and implemented through institutional structures and defined standards and criteria for internal and external quality assurance in the field of adult education in Bosnia-Herzegovina.
- (9) Quality assurance system shall include:
 - a) Defined precise and measurable criteria and standards of adult education quality
 - b) Consistent methods of evaluation, which will connect internal and external evaluation
 - c) Mechanisms and procedures for the quality improvement
 - d) Ensuring wide availability of evaluation results
- (10) Ministry shall, in cooperation with educational authorities and institutions, develop standards and criteria for internal and external quality evaluation of Adult Education Activity Organizers in Bosnia-Herzegovina, with regard to:
 - a) Plans and programs of work of Adult Education Activity Organizers
 - b) Management
 - c) Education programs

- d) Teaching/training process
 - e) Informing, counseling and career development of participants
 - f) Human and other resources
 - g) Public communication and information sharing.
- (11) Adult Education Activity Organizers shall be responsible to develop system of internal quality evaluation. Self-evaluation shall be implemented in accordance to criteria and standards of quality for all defined aspects of evaluation, and is shall go by procedures defined by educational authorities.
- (12) External evaluation of quality shall evaluate quality of all fields defined by standards and an accreditation body shall examine if the criteria and standards have been fulfilled and gives recommendations for improvement.
- (13) Government, based on suggestion by the Ministry, shall adopt specific decision related to expenses of external quality evaluation.
- (14) Expenses of external quality evaluation shall be covered by Adult Education Activity Organizer, in the amount defined by decision from the part (13) of this article.
- (15) Internal and external quality evaluation shall be organized once in five years.

Article 27.

(Control and Termination of Activities)

- (1) Ministry shall control do Adult Education Activity Organizers fulfill requirements for work every two years and, if needed, more often.
- (2) If during this control it is obvious that Adult Education Activity Organizer does not work in a way prescribed by Law or does not fulfill requirements defined by law, Ministry shall define deadline for correction of all malfunctions, which cannot be longer than six months.
- (3) During period of correction of malfunctions, defined by part (2) of this article, Adult Education Activity Organizer cannot enroll new participants, or do any other activities that require previous correction of malfunctions.
- (4) If Adult Education Activity Organizer does not correct malfunctions form the part (2) of this article, Ministry shall make a decision on prohibition of work and shall remove the Adult Education Activity Organizer from the Register
- (5) Complain against the decision of the Ministry from the part (4) of this article is not allowed. However, Adult Education Activity Organizer can start a dispute in court in Sarajevo within 30 days from receiving the decision.

Article 28.

(Removal from the Register)

Legal subject shall be removed from the Register when it stops fulfilling requirements defined by this law and specific documents adopted by the Minister.

Removal from the Register shall be announced in the “Official Gazette of Canton Sarajevo”.

III. PLAN AND PROGRAM OF ADULT EDUCATION

Article 29.

(Plans and Programs of Adult Education)

- (1) Adult education is based on plans and programs of adult education or on parts of programs for regular students by which adults shall gain key competences and qualifications necessary for personal and professional development, work and employment, as well as socially responsible behavior, that is complementation of knowledge, skills, competences and attitudes.
- (2) In the process of adoption of plans of adult education, consultations with representative social partners shall be mandatory, as well as receiving opinion from the Employment bureau. Chambers of commerce and other relevant authorities, institutions and bodies.

Article 30.

(Plans and Programs of Adult Education)

- (1) Plan of Adult Education of the Canton Sarajevo (in further text: Plan of Education) shall define general interest of adult education
- (2) Mid-term three years Plan of Education from the part (1) of this article adopts the Government, based on proposal by the Ministry, with a possibility for changes on a yearly level.
- (3) The Ministry prepares the Plan of Education, based on opinion and needs expressed by the Federal Employment Bureau, Employment Bureau of Canton of Sarajevo, Chamber of Commerce of the Federation of B&H, Chamber of Commerce of Canton Sarajevo, Entrepreneurship Chamber of Federation of B&H, Entrepreneurship Chamber of Canton Sarajevo, Agency for State Service of Federation of B&H, employees associations, local authorities, ministries and other legal bodies, adult education activity organizers and other institutions, as well as based on its own information collected.
- (4) Plan of Education defines:
 - a) Priorities in adult education
 - b) Distribution of programs of adult education in local communities
 - c) Framework of funding for adult education
 - d) Programs of work and dynamics of their implementation.

Article 31.
(Program of Adult Education)

- (1) Program of adult education (in further text: Program of Education) is an official document adopted by the Ministry, based on proposal by the Adult Education Activity Organizer and other interested subjects which work in the field of adult education, if it is related to formal education. Programs of non-formal education shall be adopted by Adult Education Activity Organizer and they serve to define content which will be implemented in the education process.
- (2) Program of Education defines teaching fields and forms of work and methodic-didactic instructions for their implementation.
- (3) Program of education shall be adjusted to specific level of education, as well as age of participants, their previous education, knowledge, skills and competences.

Article 32.
(Purpose of Programs of Adult Education)

Adult education includes programs of education which enable adults to gain key competences and qualifications needed for personal and professional development, for employment and for complementation of knowledge, skills and competences of:

- a) Reading, writing and calculating
- b) Using local and foreign languages
- c) Using information-communication technology
- d) Work in a certain profession
- e) Entrepreneurship and management
- f) Creative expression and participation in cultural and art events
- g) Responsible exercise of basic citizen rights and duties and knowledge related to active citizenship
- h) Protection of environment, special social skills and competences
- i) Other knowledge, skills and attitudes.

Article 33.
(Content of Programs of Adult Education)

- (1) Program of education shall define:
 - a) Title of program
 - b) Content of program
 - c) Ways and form of implementation of program

- d) Duration of program and forms of examination of learning outcomes
 - e) End of program and possibilities for future development (horizontal and vertical mobility)
 - f) Level of education, or profession, description of knowledge, skills and competences which are gained upon completing the program
 - g) Enrolment pre-requisites
 - h) Human resources, didactic, spatial and other requirements for the implementation of program
 - i) Human resources for the implementation of program content
 - j) Andragogical basics, specifically didactic-methodic requests for the implementation of program
 - k) Evaluation, validation of program and achievements.
- (2) Program form part (1) of this article shall be adjusted to target groups
 - (3) Program of pre-qualification shall define also additional exams
 - (4) Program of re-training shall define minimum of previous knowledge, skills and education necessary for successful participation in the program
 - (5) Program of improving skills and competences shall define additional skills and knowledge in specific areas, in comparison to existing qualification of the participant.

Article 34.

(Approval of Implementation of Programs of Adult Education)

- (1) Legal subject registered for adult education shall submit the Request for the accreditation of program to the Ministry
- (2) With the Request, the following shall be presented:
 - a) Programs of education
 - b) Proof of competences of persons who will implement education programs
 - c) Proof of adequate space, equipment and didactic materials provided
 - d) Proof of adequate financial means provided for implementation of program
 - e) Proof of amount paid for the purpose of procedure of checking fulfillments of requirements
- (3) Government, based on the proposal by the Ministry, decides on the amount of compensation from the part (2) (e) of this article
- (4) Minister issues the Decision on fulfillment of requirements for implementation of Program by which the accreditation is awarded.
- (5) Rules which will more precisely define the process of checking the fulfillment of requirements for accreditation will be adopted by the Minister.

Article 35.
(Programs of Formal Adult Education)

Programs of formal adult education include:

- a) Elementary education of adults
- b) Programs for obtaining secondary level of education
- c) Programs for obtaining higher/university level of education
- d) Programs for obtaining the first qualification
- e) Programs of pre-qualification
- f) Programs of re-training
- g) Programs of raising competences

Article 36.
(Implementation of Programs of Formal Adult Education)

- (1) Programs of formal adult education shall be implemented as:
 - a) Regular
 - b) Consultative-instructive lectures
 - c) Distance-consultative lectures
 - d) Practical work
 - e) Other forms
- (2) Participants are obliged to be present at regular lectures
- (3) For the participants who are not in a position to be present on a daily base at regular lectures, consultative-instructive lectures shall be organized, which in programs for obtaining elementary or secondary level of education, that is pre-qualification and training can be present in the amount of 30% of total duration of program.
- (4) Consultative-instructive lectures shall be organized as group and individual consultations
- (5) Distance-instructive lectures shall be organized for participants who, due to physical and spatial distance, decided to learn individually and it can be organized if there are organizational and technical conditions for that, as well as didactic material and mentoring work.
- (6) Practical work shall be organized in the full amount of requested hours for all participants. Practical work can be organized in the facilities of the adult education activity organizer or at employers' facilities or other places. Relations between adult education activity organizer, facility providers and participants shall be defined by contract.

Article 37.
(Programs of Non-Formal Adult Education)

Programs of non-formal adult education include:

- a) Programs of obtaining or improving key competences
- b) Programs of obtaining additional competences
- c) Programs of re-training
- d) Programs of improvement of skills
- e) Programs of protection of environment and ecology
- f) Foreign language programs
- g) Computer-literacy programs
- h) Programs of entrepreneurship and management
- i) Programs of education on health and raising quality of life
- j) Programs of education for grey hair users
- k) Programs of education aimed at satisfying specific educational and cultural needs of specific social groups
- l) Programs for work in a profession
- m) Programs in the field of science and technology
- n) Programs of creative and artistic expression
- o) Programs for gaining other knowledge, skills and competences needed for specific jobs, in relation to labor market needs.

Article 38.
(Chambers of Commerce and Employers' Associations)

- (1) Chambers of Commerce and Employers' Associations shall propose professions for which programs from the article 32. shall be prepared.
- (2) Chambers of Commerce and Employers' Associations:
 - a) Organize counseling and specializations for employees
 - b) Participate in creation of programs of learning parallel with work
 - c) Propose standards of practical knowledge
 - d) Propose programs of improving skills
 - e) Run register of employers for practical work
- (3) Forms of verification of chamber and employers which are entitled to provide service of practical training and form of running register shall be defined by Rules adopted by the Minister, upon proposal by the Chamber of Commerce.

Article 39.

(Programs of Adult Education Which Shall be Implemented through Practical Work)

- (1) Programs of adult education which shall be implemented through practical work can be implemented by Adult Education Activity Organizer or by employers.
- (2) If a practical work is implemented in facilities which do not belong to Adult Education Activity organizer, mutual rights and obligations of education organizer and other organizer or an employer shall be regulated by contract, and mutual rights of participants in adult education and other organizer of education or employer shall be defined by contract on practical work.

Article 40.

(Training at Employers)

- (1) Employer can, for the purpose of adapting to the market demands and changes, new technological and work processes, organize different forms of training of employees.
- (2) Persons from part (1) of this article can, in accordance to this law, certify skills, knowledge and competences in an institution – school accredited by the Government, which issues public certificate.

Article 41.

(Validation)

- (1) Learning outcomes – knowledge, skills and competences, which individual has gained through previous learning. formal, non-formal education and learning through life and work experience (informal learning and self-driven learning) shall be validated and confirmed through the procedure of validation of previous learning.
- (2) Validation is a procedure in which authorized institutions/bodies examine and confirm learning outcomes of previous learning – knowledge, skills and competences, according to defined criteria and standards of examination.
- (3) Everyone is entitled to approach to validation of learning outcomes, regardless of ways of their obtaining and competences gained through non-formal and informal education/learning shall be treated as equal as competences gained through formal education.
- (4) Gained competences shall be documented in a clear and comparable way, by using existing and other instruments for following and recognizing learning outcomes.
- (5) Documents which contain information and data on knowledge, skills and competences gained through various types of learning are constituent part of the participants' portfolio.

- (6) Information on possibilities of validation, as well as information and counseling on procedures shall be ensured in a way to make them available to all interested individuals and institutions/organization, especially vulnerable categories, as especially important target groups in the system of validation.
- (7) Criteria and procedures of validation have to be appropriate, reliable and transparent, and methodology and instruments of validation, as well as competences of staff, have to be double-checked.
- (8) Ministry, in cooperation with other education authorities in Bosnia-Herzegovina, shall ensure all necessary pre-conditions for the establishing validation system, as an integral part of qualification framework in Bosnia-Herzegovina.
- (9) In this regard, Ministry shall take all measures and activities for:
 - a) Development of institutional structure for validation and ensuring competence of staff enrolled in validation process
 - b) Defining criteria and procedures for validation, which ensure multi-level of the validation process, through identifying learning outcomes, their documenting, formal validation and confirmation
 - c) Defining sectors/areas of work in which validation of non-formal and informal education/learning is possible
 - d) Ensuring participation of other relevant partners in validation process.

Article 42.
(Annual Work Plan)

- (1) Based on the Program of education from the article 32 of this law, legal subjects which organize formal adult education shall adopt annual work plan for every school year.
- (2) Legal subjects which organize non-formal adult education shall adopt annual work plan for every calendar year.

Article 43.
(Publication of Education Program)

- (1) Registered Education programs of adult education shall be publicized in publications (print, broadcast) and all of them shall be available for all interested participants and general public.
- (2) Adult Education Activity Organizers are obliged to publish data on registered programs on the official website.

Article 44.

(Competent Personnel for the Implementation of Adult Education Program)

- (1) Andragogical workers are persons who implement programs of adult education or provide professional support and assistance in their implementation, including:
 - a) Adult education program implementators – teachers (and professors), lecturers, leaders, trainers, instructors of practical work
 - b) Associates/assistants in lecturing/training
- (2) Qualifications and competences of andragogical staff shall be defined by Regulations adopted by Minister, or by Adult Education Program
- (3) In case of lack of qualified andragogical staff or due to other justified reasons, in the process of adult education other persons can be included, who possess key competences for implementation or support to implementation of education programs, and who are educated for work with adults.
- (4) Andragogical workers shall be full time employed in institutions for adult education, in accordance to Labor Law.
- (5) Andragogical staff is entitled to permanent improvement of their skills
- (6) Adult Education Activity Organizer shall annually organize andragogical training for their employees.

Article 45.

(Competences and Qualifications)

- (1) Competences, according to this law, are capabilities to use gained knowledge, skills and attitudes in various life situations
- (2) Key competences, according to this law, are capabilities to use gained knowledge, skills and attitudes for personal, social and professional development and further learning.
- (3) Professional competences, according to this law, are capabilities to use gained knowledge, skills and attitudes for different activities.
- (4) Qualification, according to this law, is a formal recognition of key and professional competences, in accordance to standards defined by this law.
- (5) Competences and qualifications can be obtained by formal and non-formal education and by informal learning.

Article 46.
(Qualification Standard)

- (1) Qualification standard, according to this law, includes standard of key competences and standard of professional competences and conditions for their obtaining.
- (2) Standard of key competences, according to this law, includes general standards of achievements and special standards of achievements in elementary and general secondary and art education of adults.
- (3) Standards of professional competences, according to this law, includes special standards of achievement (learning outcomes) defined for professional education and training.
- (4) Conditions from part (1) of this article refer to adults who are enrolling in educational activity, space, equipment, and staff of the organizer which gives or recognizes competences and qualifications and procedures for recognition of previous learning.

Article 47.
(Procedure of Obtaining Qualification)

- (1) Adult can obtain qualification or its part, key or professional competences, in accordance to defined standards, in a publically recognized Adult Education Activity Organizer
- (2) Adult can obtain qualification or its part, key or professional competences, in accordance to defined standards and through the procedure of validation of previous learning, in a publically recognized Adult Education Activity Organizer, which possesses Registration document from the Article 23, part (4) of this Law.

IV. EDUCATION AND TRAINING FOR WORK IN HANDICRAFT AND CRAFT-RELATED PROFESSIONS

Article 48.
(Education for Handicraft)

Adult education for handicraft and craft-related professions, which require certain level of education shall be organized in elementary schools, secondary craft-related schools and university education institutions.

Article 49.
(Handicraft Examination)

Adult education described in Article 48 of this Law, as well as examination, shall be organized in accordance to Law on handicrafts and craft-related activities of Federation of B&H.

V. ORGANIZATION OF WORK IN THE FIELD OF ADULT EDUCATION

Article 50.
(Length of Formal and Non-Formal Adult Education)

- (1) Adult Education Activity Organizer shall implement its activities in accordance to length defined by laws related to the field in which adult education is implemented.
- (2) Implementation of programs for obtaining elementary education for adults is for the first (I), second (II), third (III), fourth (IV) and fifth (V) grade three months each, for the sixth (VI), seventh (VII), eight (VIII) and ninth (IX) grade six months each.
- (3) Minister shall adopt separate Rules to define forms of organizing, implementation, length, fund of hours for obtaining secondary education level, pre-qualification, training program and program of fast training for the employers' needs.
- (4) Non-formal education shall be organized in case of need expressed, during the whole year, in accordance to Program of Adult Education and this Law.

Article 51.
(Activities of Implementation of Plan and Program of Adult Education)

Plan and Program of Adult Education by the Adult Education Activity Organizer shall be implemented through the following activities:

- a) Public announcement for the implementation of the programs of adult education
- b) Enrolment of participants
- c) Implementation of Plan and Program of Education
- d) Monitoring of the implementation of the Program of Education and taking necessary measures for the improvement of that activity
- e) Planning funding of Program of Education
- f) Organizing examinations
- g) Issuing public documents

Article 52.
(Content and Procedure of Public Announcement)

- (1) Enrolment of participants shall be based on public announcement of the Program, which will be announced by the Adult Education Activity Organizer.
- (2) Apart from general and special terms, defined by the Program of Education, announcement shall define:
 - a) Number of candidates that may be enrolled
 - b) Criteria for forming a list of participants
 - c) Application deadline
 - d) Deadline for announcing results
 - e) Legal remedy
 - f) Number and title of the Act on approval of the implementation of the Program of Education
 - g) Way of implementation of program and forms of teaching
 - h) Duration of Program of Education and conditions on its completing
 - i) Title and a legal nature of a public document which shall be issued upon completing the Program
 - j) Tuition fee for each participant, or examination, if education is not financed or co-financed from public funds.
- (3) If more applicants apply for the program, in comparison to number defined in the public announcement, organizer of the Program shall select candidates based on their fulfillment of criteria defined in the announcement, related to previous education, experience or special skills, with no discrimination whatsoever, but by giving a privileged treatment to members of war veterans, according to Article 1 and 2. Of Law on Rights of War Veterans, Defenders of B&H.
- (4) Pre-conditions for enrolment in non-formal education programs shall be defined by Adult Education Activity Organizer. Public announcement shall be given, or there shall be an agreement/contract between Organizer and interested employers or individuals.

Article 53.
(Learning Agreement)

- (1) Adult Education Activity Organizer shall sign Learning agreement with every participant, at the beginning of enrolment, in which mutual rights and obligations during program shall be defined.
- (2) Among others, Learning agreement shall contain the following information:
 - a) Title, duration and way of completing the program, as well as type of document which will be issued to participant upon completing the program
 - b) Forms of implementation of education process and place of its implementation
 - c) Amount of tuition fee and description of expenses included in tuition fee

- d) Rights and responsibilities of participants during the education, as well as terms of losing status of participant
 - e) Rights and responsibilities of the Organizer with regard to implementation of education process and in case of termination of work
 - f) Conditions for termination of the agreement
- (3) Status of participant terminates upon completion of program, by leaving the program or by other reasons defined by Learning agreement or by relevant regulations.

Article 54.
(Participant in Education)

- (1) Adult who enrolls in the program of adult education receives a status of participant of education. Person who enrolls in the procedure of recognition of previous learning receives a status of candidate.
- (2) Participant in adult education, in accordance to this law, can be a person older than 15 years of age who has not completed elementary education, or a person older than 18 years of age, who does not have a status of student.

Article 55.
(Assessment of Participants)

- (1) Assessment of participants for obtaining elementary, secondary and higher education, shall be in accordance with regulations for these levels of education.
- (2) Participant who successfully completes Program of education is entitled to public document in accordance to this Law.

Article 56.
(Certificates)

- (1) Certificates – As documents on completed education, confirm that learning outcomes – knowledge, skills and competences, which person has gained through formal, non-formal and informal forms of education and learning, have been examined and confirmed by authorized institutions/bodies, in accordance to defined criteria and standards.
- (2) After completing formal programs of adult education: elementary and secondary, or their parts, as well as pre-qualification or training, participants shall receive certificates – diplomas which have the same value as diplomas obtained in regular education, or publically recognized certificates on completed programs of developing competences and/or training.
- (3) Adult education for handicrafts and craft-related professions, as well as issuing certificates (title, content and formats) shall be defined by rules and regulations on handicrafts and craft-related professions.

- (4) Participants in the non-formal programs of education, after completing program and examination of knowledge, skills and competences, shall receive from Organizer certificate/confirmation/other document which does not have a status of public document.
- (5) If, upon completing non-formal program, no examination of knowledge, skills or competences is required, participants can receive confirmations or other documents, which do not have a status of public document, but which show that they have participated in certain program of non-formal education and which list knowledge, skills and competences developed in that program.
- (6) System of certification in Bosnia-Herzegovina enables adults to have their knowledge, skills or competences, which they gained through non-formal education or informal learning, and which have been examined and confirmed in validation process, recognized by public documents on gained competences or obtained qualifications.
- (7) Title, form and content of public documents which are obtained in the system of adult education, shall be defined by specific Rules adopted by the Minister.

Article 57.

(Supervision of Examination Procedures)

- (1) Minister, by specific Rules, shall prescribe form of organizing and implementing examinations from the Article 40. Part (2) of this Law, as well as form and content of public documents, which can be obtained through Programs of education.
- (2) Professional supervision and supervision of legality of organizing and implementing examinations shall be done by the Ministry and Educational Inspectorate.

VI. FINANCE, SUPERVISION AND PENALTY PROVISIONS

Article 58.

(Importance and Means of Financing of Adult Education)

- (1) Adult education is a joint responsibility of Canton, units of local autonomy, employers, employees, economic and professional associations, citizens' associations, scientific and research institutions, education institutions and individuals.
- (2) Financing of adult education shall come from: public funds, financial means of employers, financial means of participants, funds from the European Union, donations and other sources, in accordance to Plan of Education, from Article 30 of this Law.
- (3) In the context of inter-sectoral partnership and social dialogue, all actors shall share responsibility for financing and, in that regard, in accordance to their competences, suggest and make concrete activities and measures for improvement of existing legal norms and developing adequate strategies and models for long-term sustainable financing of adult education.

- (4) Actions and measures from part (3) of this Article are specifically aimed at:
- a) Strengthening responsibilities of governmental sector for financing adult education
 - b) Creating simulative tax policies and introducing other benefits for employers and other subjects which finance adult education
 - c) Establishing specific funds for adult education
 - d) Establishing adequate infrastructural support to adult education
 - e) Ensuring bigger financial freedom for public education institutions- organizers of adult education, for the purpose of strengthening their market competitiveness
 - f) Establishing adequate policies of co-financing of organizers of non-formal education
 - g) Ensuring various forms and mechanisms of financial support to individuals who enroll in the process of adult education.

Article 59.

(Carriers of Expenses for Adult Education Programs)

- (1) Financial means for covering expenses of elementary education of adults, who have a permanent residence in Canton Sarajevo shall be provided by Budget of Canton Sarajevo, units of local autonomy, employment bureaus, employers, individuals and other sources.
- (2) For persons who are registered as unemployed in the Unemployment Bureau, who have 4th degree of education and who have been sent for training in publically recognized adult education programs, training of persons with disabilities and verification of informally gained knowledge and skills, expenses shall be covered by Employment Bureau.
- (3) Expenses for other forms of education and training of adults shall be covered by participants, employers, employment bureaus or other interested legal bodies or individuals.
- (4) Persons under the age of 18 cannot cover expenses of adult education by themselves, except in case defined by this Law.

Article 60.

(Funding Provided from Budget of Canton Sarajevo)

- (1) In Budget of Canton Sarajevo, mandatory funding will be provided for:
 - a) Expenses for the implementation of programs of elementary education of adults
 - b) Expenses for the supervision, improvement and development of adult education.
- (2) In Budget of Canton Sarajevo, funds may be provided for expenses of the implementation of programs of secondary education for adults who have completed only elementary education, and other programs, in accordance to Plan of adult education, from the Article 30 of this Law.

Article 61.
(Funding Provided from Local Autonomy Units)

- (1) In budget of local autonomy units, funding shall be provided for:
 - a) Investments and investment development in adult education institutions established by local authorities
 - b) Current expenses in adult education institutions established by local authorities.
- (2) In budget of local autonomy units, funding may be provided for education programs.

Article 61.
(Act for Defining Costs of Programs of Education)

- (1) Costs of adult education programs and costs of examination procedures shall be defined by specific act adopted by organizer of Program of education.
- (2) Ministry shall approve acts from part (1) of this Article for legal subjects which organize formal education.

Article 63.
(Supervision)

- (1) Legal and professional supervision of work of Adult Education Activity Organizer shall be done by the Ministry.
- (2) Inspectorate supervision related to work in accordance to Law and other regulations related to adult education shall be done by the Cantonal Inspectorate of Canton Sarajevo.

Article 64.
(Fines and Penalties)

- (1) Penalty in the amount of 1.000 to 5.000 applies to Adult Education Activity Organizer if:
 - a) Opposite to Article 24, does not possess proper documentation on completed education by publically recognized programs
 - b) Does not have data base from Article 25
 - c) Does not work in accordance to Adult Education Program from Articles 31, 36, 29, 41
 - d) Does not sign Learning agreement with participant, according to Article 53, or does not do that on time
 - e) Opposite to Article 53, part (2), does not fulfill obligations aimed at providing quality of education and training of participants
 - f) Charges the participants for the expenses for obtaining elementary education, opposite to Article 59 part (1)
- (2) Penalty in the amount of 2.000 to 10.000 applies to Adult Education Activity Organizer if:

- a) Starts with activities in the field of adult education before receiving Approval for the implementation of programs of adult education (article 23 and 24)
 - b) Does not work according to Program (Article 31)
 - c) Funds from public sources planned for financing/co-financing of adult education, uses for other purposes
- (3) Penalty in the amount of 1.000 to 3.000 applies to responsible person in the Adult Education Activity Organizer for infringements from parts (1) and (2) of this Article.
- (4) For infringements from parts (1) and (2) of this Article institution can be punished by prohibiting the implementation of the program for the period of one to three years.

VII. FINAL PROVISIONS

Article 65. (Harmonization of Acts)

Legal subjects for adult education, which are registered in Canton Sarajevo are obliged, in one year period of time upon entry into force of this Law, to register in Register of Adult Education, run by the Ministry and to harmonize their acts with this Law.

Article 66. (Responsibilities of Government)

Government shall, in one year period of time upon entry into force of this Law, adopt:

- a) Standards and Normatives for the implementation of adult education programs (Article 15, part (1))
- b) Mid-term three year Plan of adult education in Canton Sarajevo (Article 30, part (2))
- c) Decision on the amount of compensation for the expenses of procedure of checking and confirming fulfillments of conditions for work of legal subjects (Article 18 part (2) and Article 34 part (e))
- d) Decision on the amount of compensation for the External evaluation of quality (Article 26, part (13))

Article 67. (Responsibilities of Ministry)

Ministry shall, in 60 days period of time upon entry into force of this Law, establish and continuously update the Register from the Article 23 of this Law.

Article 68.
(Responsibilities of Minister)

Minister shall, within six month period, from adopting this Law, adopt the following regulations:

- a) Rules on procedures of defining conditions on content and way of running of the Register (article 23, part (2))
- b) Rules on content and procedures of running and keeping andragogical documentation of legal subjects (Article 24, part (5))
- c) Rules on conditions for work and accreditation (Article 34, part (5))
- d) Rules on content and procedures of running the Register of employers which provide practical work (Article 38, part (3))
- e) Rules on qualifications and competences of andragogical staff (Article 44, part (2))
- f) Rules on procedures of organizing, implementation, length, necessary hours fund for obtaining secondary education, programs of pre-qualification, programs of re-training and programs of fast training for the employers' needs (Article 50 part (3). Rules on form and content of public documents (Article 57, part (1))
- g) Rules on procedures of organizing examinations (Article 57, part (1))

Article 69.
(Entry Into Force)

This Law shall enter into force eight days after being published in the „Official Gazzete of Canton Sarajevo“.

Number: 01-02-26601/15
Date: 07.10.2015

***PRESIDIING OF THE ASSEMBLY OF
CANTON SARAJEVO***

Sejo Bukva

UNOFFICIAL TRANSLATION – TRANSLATION BY DVV INTERNATIONAL