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## Luxembourg Rugby Coaches Training & Education

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Domestic training pathway





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# 1. Luxembourg Federal Training System & Objectives

## 1.1 Introduction

In 2017, the Luxembourg Rugby Federation (FLR) launched its project of "Federal Domestic Training Pathway" for Rugby Coaches in collaboration with the Luxembourg Ministry of Sports (MDS) and the National School of Physical Education and Sports (ENEPS).

**During the 2021-2022 Season, after four sports seasons of operation, the National Technical Direction (DTN) organized the evolution of its system to comply with the new Grand-Ducal training regulations.**








Thus, the division of pedagogical content into several training units and modules grouping different courses corresponding to the different levels of training should allow greater adherence of club human resources and greater flexibility in content planning.

**At the same time, our training system and the different courses will be perfectly aligned with the recommendations made by the International Federation, World Rugby, in terms of training and education.**

Our system will have the double advantage of certification for candidates during training since they will be able to obtain certain accreditations issued as part of the International Federation (World Rugby) training courses at the same time as those issued by the Luxembourg Ministry of Sports (MDS) and ENEPS if they meet the different certification requirements for each of the two supervisory authorities.


In accordance with national and international guidelines and recommendations, the Luxembourg Rugby Federation (FLR) has also chosen to define and organize the establishment of an organization chart containing the minimum standard qualifications for coaches for each category and level of competition. **The structuring of clubs in terms of training and education becomes a national priority and requires the establishment of federal obligations to accompany this change.**

Our Federal Training System, known as "**Eise Formation**" aims to:

-  **Ensure consistency throughout the territory** (by harmonizing training and certification procedures for the various sports federations of Grand-Duchy;
-  **Affirm a domestic training identity:** "Federal Training Lëtzebuerg Rugby";
-  **Better meet the needs of the amateur player's sector** (traditional practice and new practices, availability and expectations of trainees, changes and evolutions in the clubs);
-  **Increase the capacity of Coaches to act** within the groups for which they are responsible (towards more targeted skills);
-  **Permanently integrate the ethical and safety dimension** of the Coaches' intervention;
-  **Make training curricula and certifications more flexible** through a better division into modules and training units (UF);
-  **Facilitate access** to State training courses all approved under the European Qualifications Framework.

The Luxembourg Federal Training is not provided from theoretical knowledge programs but from the analysis of the coaching contexts and the highlighting of the significant skills of the Coach.

This approach involves the use of the alternation system between theoretical and practical training which allows a permanent "back and forth" between the achievements obtained in the context of the training sequences and their concrete implementation in club structure.




The structuring of training in several course modules, at all levels of training, favoring the division into training units (UF) allows the implementation of individualized training courses from a positioning at the entrance to training.

**The level of training is obtained when the candidate has passed all the certification tests of the corresponding federal patent / state patent while having previously met the prerequisites of federal obligations.**

Thus, the Luxembourg Rugby Federation (FLR) offers two separate, but complementary training and education pathway grouped under the name "**Eise Formation**":

 **Federal education = Federal patent(s) + hierarchical state patent(s)**

 **Continuous Education and/or Retraining = Workshop(s) or One-off Animation(s) as part of the Federation's Development Program**

These different training courses have been gradually introduced and offered to local coaches since the 2017-2018 season. In particular, they have contributed to better support for clubs in the implementation of their educational approach to training and sports development projects.

**"To produce better players**, among whom the most talented will represent Luxembourg in official international competition, at all ages and for all stages of development, **we must train better coaches**", and make them aware of the model of **"best practices in rugby"**.

**Training at all levels and for all sectors (player, coach, referee, ...) is an absolute priority for the Luxembourg Rugby Federation (FLR) and is the starting point for all our development projects.**

The Luxembourg Rugby Federation (FLR) is part of a "Long-Term Training Plan" approach aimed at setting up its training program in successive stages in compliance with the guidelines formulated by the Ministry of Sports and ENEPS at the national level and World Rugby and Rugby Europe at the international level.

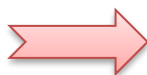
Thus, the Luxembourg Rugby Federation (FLR) wishes to adhere to the main principles of the "LTAD - Lëtzebuerg Lieft Sport" concept with the development of its long-term domestic training courses for both the player (LTAD) and the coach or technical staff (LTCD) constituting the optimal path of training courses.

## 1.2 Which training course should I go towards?

You can get advice from your club sports manager or directly from the training manager of the Luxembourg Rugby Federation (FLR) in [dtm@rugby.lu](mailto:dtm@rugby.lu)

### **VOLUNTEER**

I am asked to help the coaches of a team occasionally, but I don't think I will invest myself all the season



Internal Club Training  
Workshop(s)

Limited Responsibilities

### **LEVEL 1 COACH**

I coach a team, or I am a member of a coaching staff. I am an Assistant Coach



LUXQF1 Coach Training Course

Preliminary cycle training

### **LEVEL 2 COACH**

I coach a Rugby School (EDR) team. I am a Coach or Assistant Coach



LUXQF2 Coach Training Course

Preliminary cycle training

### **LEVEL 3 COACH**

I coach an EDR, Youth or Senior team playing at the Regional level (or equivalent), I am a Head Coach or coaching staff member



LUXQF3 Coach Training Course

State Diploma LUXQF3

Closes the Basic Training cycle

### **LEVEL 4 COACH**

I coach a Youth or Senior team playing at the National level (or equivalent), I am a Head Coach or coaching staff member



LUXQF4 Coach Training Course

State Diploma LUXQF4

Closes the Middle Training cycle

### **LEVEL 5 COACH**

I coach a senior team playing at the highest national or international level I am a Head Coach or Specific coach



LUXQF5 Coach Training Course

State Diploma LUXQF5

Closes Advanced Training cycle

### **LEVEL 6 COACH**

I coach a Senior National Selection I am a Training Expert & Trainer for my area of expertise



LUXQF6 Coach Training Course

State Diploma LUXQF6 (Master Coach or Expert)

Closes Higher Training cycle

## 1.3 Federal Training & Education

The Federal Training & Education for Luxembourg Rugby Coaches is mainly structured around six levels of training in compliance with the National and European Qualification Framework (LUXQF / EQF), and divided as presented below:

### □ RUGBY COACH FEDERAL CERTIFICATES

 **LUXQF1: Federal Rugby Coach Level 1 Certificate (BFER1)**

 **LUXQF2: Federal Rugby Coach Level 2 Certificate (BFER2)**

*\*The LUXQF1 & LUXQF2 levels, also called Preliminary Training Cycles, are totally interwoven with the content of the LUXQF3 basic training*

### □ RUGBY COACH STATE DIPLOMA

 **LUXQF3: Rugby Coach Level 3 State Diploma (BEER3) = Basic Training Cycle**

 **LUXQF4: Rugby Coach Level 4 State Diploma (BEER4) = Average Training Cycle**


 **LUXQF5: Rugby Coach Level 5 State Diploma (BEER5) = Advanced Training Cycle**


 **LUXQF6: Rugby Coach Level 6 State Diploma (BEER6) = Higher Training Cycle**

From the point of view of the National Technical Direction (DTN), the training & education model that appears the most operational is that which consists of training a coach capable of adapting to each situation, who considers his action as a reflective practice, producing development from his experiences.

**Our Luxembourg model will focus on the coach's ability to anticipate his or her action (design phase), to think in the action (steering phase), and to take distance after the action (assessment phase).** In this perspective of developing the best practice in terms of training, the coach will develop skills in areas parallel to that of training such as refereeing, physical and motor preparation and player health and safety.


Thus, the **federal training model is aligned with the conception of the player's training pathway:**


 More than ever, the training **process of tomorrow's player must place the movement of players at the heart of training practice**, which weakens the opposing system, allows it to be confronted more effectively and/or to circulate the ball better.


 **The situations proposed in training will solicit not only the perceptual and decision-making capacities of the player (tactical),** but also the **technical execution capacities, the physical, athletic and mental dimensions,** always more important in modern rugby, **and this in terms of complementarity.** The amounts of work required in the different areas will need to be carefully harmonized to promote the acquisition of skills by players.

Each level of training is managed jointly by ENEPS and the associated Reference Federation in a Program's Commission whose objective is to jointly define and validate all the resources and requirements for each level of training course organized.

Each Coach State Certificate is broken down into 3 main parts:

 **The Common Part** grouping together the teaching of skills common to the different sports disciplines or specializations led by ENEPS and common to all sports federations



 **The Specialised Part** relating to the specific skills of the various sports disciplines or specializations led by the Luxembourg Rugby Federation in our case

 **The Practical Part** generally composed of an internship file and practical exam(s) jointly managed by the Luxembourg Rugby Federation and ENEPS

Each of these parts will be divided into several training units (UF) that can be divided into different modules that can each group several courses.

*For logical reasons of reinvestment of achievements, as part of the training "Coach State Certificates" the **Common Part & Specialized Part must be followed and validated before the Practical Part by all candidates.***

Thus, to validate a level of training (state certificate), all candidates must:




















-  **Justify a 100% attendance for each of** the courses, modules and training units of each of the parties
-  **Be compliant with all certification tests**

From then on, the candidate will receive his diploma - Coach State Certificate - issued by ENEPS.

### 1.3.1 LUXQF3 Rugby Coach State Diploma

Luxembourg Federal Training course which closes the Basic Training cycle => Level 3 or LUXQF3 / EQF3 of the National & European Qualification Framework. **This training is aimed at a Coach audience with the aim of acquiring the knowledge and skills necessary to ensure the animation, initiation and sports education of the target audiences.**

The course modules of the LUXQF1 and LUXQF2 preliminary cycles are fully intertwined with the content of the LUXQF3 training. Registration for the LUXQF3 State Diploma leads to the issuance of the LUXQF1 and LUXQF2 Federal Certificates after respectively 12 Training Units (UF) and 40 Training Units (UF).
















Skill Levels	LUXQF1	LUXQF2	LUXQF3
	Federal Certificate		State Diploma
<b>Focus LTAD</b> (Stage of development)	 Active Start  FUNdamentals	 FUNdamentals  Learn to train	 Learn to train  Train to train
<b>How to register</b>	 Registration to be carried out from the ENEPS website (Cf. link below) <a href="https://services-publics.lu">Connection to an online service of the Luxembourg State (services-publics.lu)</a> <input checked="" type="checkbox"/> Pre-registration for the training must be validated by the ENEPS team staff <input checked="" type="checkbox"/> Choice of dates + Payment on your MyGuichet space		
<b>How to obtain</b>	 <b>Registration in Initial Training:</b> work-study system (Club + Training Center) <a href="https://public.lu">Initial training - ENEPS - Luxembourg (public.lu)</a> or  <b>Approval procedure:</b> for all or part of the modules of the targeted certificate or state diploma <a href="https://public.lu">Homologation - ENEPS - Luxembourg (public.lu)</a>		
<b>To enter training</b> (Admission)	 <b>Be registered with active "Coach" license</b> in a Luxembourg club  Be at least 16 years old  Train a group of players (club or equivalent)		
<b>Training Scheme</b>	 <b>At least 120 Training Units (UF)</b> distributed as defined below: <input checked="" type="checkbox"/> Common part grouping different modules under the authority of ENEPS <input checked="" type="checkbox"/> Specialized part grouping different modules under the authority of the FLR <input checked="" type="checkbox"/> Practical part carried out in Club under the authority of a Tutor or Internship Supervisor <input checked="" type="checkbox"/> Final exam carried out under the authority of an ENEPS / FLR jury		
<b>To Validate the Training</b>	 <b>Be at least 18 years old</b>  <b>Attendance = 100% attendance</b> (mandatory)  <b>Have passed all certification tests</b>  <b>Hold First Aid Training Certificate or equivalent training</b>		
<b>Validity Period and Reactivation Procedure</b>	 The <b>validity period</b> of the <b>LUXQF3 Coach State Diploma</b> is <b>unlimited</b>  This State Certificate is subject to a recycling procedure of <b>24 UF minimum every 3 years</b> as part of the continuing education of coaches s (retraining)		



### 1.3.2 LUXQF4 Rugby Coach State Diploma

Luxembourg Federal Training course which closes the Cycle of Medium Training => Level 4 or LUXQF4 / EQF4 of the National & European Qualification Framework. **This training aims to guarantee the training of a Coach ensuring the training and development of athletes.**
















The Luxembourg Rugby Federation (FLR) hopes to be able to offer this level of training for registration in its initial training portfolio in the medium to short term.

Skill Levels	LUXQF4 Coach State Diploma
<b>Focus LTAD</b> (Stage of development)	 Train to train  Train to compete
<b>How to register</b>	<i>This level of Initial Training is currently not available for registration for the Rugby discipline</i>
<b>How to obtain</b>	 <b>Approval procedure:</b> for all or part of the modules of the targeted certificate or state diploma <b>(only)</b> <a href="http://public.lu">Homologation - ENEPS - Luxembourg (public.lu)</a>
<b>To enter training</b> (Admission)	 <b>Be registered with active "Coach" license</b> in a Luxembourg club  Hold LUXQF3 training or equivalent (LUXQF3 accreditation)  Be in possession of a valid and active ENEPS License  Be at least 18 years old  Train a young or senior team playing at the highest national level or equivalent
<b>Training Scheme</b>	 <b>At least 120 Training Units (UF)</b> distributed as defined below: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Common part grouping different modules under the authority of ENEPS</li> <li><input checked="" type="checkbox"/> Specialized part grouping different modules under the authority of the FLR</li> <li><input checked="" type="checkbox"/> Practical part carried out in Club under the authority of a Tutor or Internship Supervisor</li> <li><input checked="" type="checkbox"/> Final exam carried out under the authority of an ENEPS / FLR jury</li> </ul>
<b>To Validate the Training</b>	 <b>Be at least 18 years old</b>  <b>Attendance</b> = 100% attendance (mandatory)  <b>Have passed all certification tests</b>  <b>Hold First Aid Training Certificate or equivalent training</b>
<b>Validity Period and Reactivation Procedure</b>	 The <b>validity period</b> of the <b>LUXQF4 Coach State Diploma is unlimited</b>  This State Certificate is subject to a recycling procedure of <b>24 UF minimum every 3 years</b> as part of the continuing education of coaches (retraining)

### 1.3.3 LUXQF5 Rugby Coach State Diploma

Luxembourg Federal Training course which closes the advanced training cycle => Level 5 or LUXQF5 / EQF5 of the National & European Qualification Framework. **This training aims to ensure the training of a high-level Coach with the skills to assume, if necessary, the responsibility of the Federal Technical Staff.**
















*This level of Initial Training is currently unavailable for registration by the Luxembourg Rugby Federation (FLR).*

Skill Levels	LUXQF5 Coach State Diploma
<b>Focus LTAD</b> (Stage of development)	 Learn to win  Train to win
<b>How to register</b>	<i>This level of Initial Training is currently not available for registration for the Rugby discipline</i>
<b>How to obtain</b>	 <b>Approval procedure:</b> for all or part of the modules of the targeted certificate or state diploma <b>(only)</b> <a href="http://public.lu">Homologation - ENEPS - Luxembourg (public.lu)</a>
<b>To enter training</b> (Admission)	 <b>Be registered with active "Coach" license</b> in a Luxembourg club  Hold LUXQF4 training or equivalent (LUXQF4 accreditation)  Be in possession of a valid and active ENEPS License  Be at least 18 years old  Train a young or senior team playing at the highest national level or higher level (national team)
<b>Training Scheme</b>	 <b>A minimum of 145 Training Units (UF)</b> distributed as defined below: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Common part grouping different modules under the authority of ENEPS</li> <li><input checked="" type="checkbox"/> Specialized part grouping different modules under the authority of the FLR</li> <li><input checked="" type="checkbox"/> Practical part carried out in Club under the authority of a Tutor or Internship Supervisor</li> <li><input checked="" type="checkbox"/> Final exam carried out under the authority of an ENEPS / FLR jury</li> </ul>
<b>To Validate the Training</b>	 <b>Be at least 18 years old</b>  <b>Attendance = 100%</b> attendance (mandatory)  <b>Have passed all certification tests</b>  <b>Hold First Aid Training Certificate or equivalent training</b>
<b>Validity Period and Reactivation Procedure</b>	 The <b>validity period</b> of the LUXQF5 Coach State Diploma is <b>unlimited</b>  This State Certificate is subject to a recycling procedure of <b>24 UF minimum every 3 years</b> as part of the continuing education of coaches s (retraining)

### 1.3.4 LUXQF6 Rugby Coach State Diploma

Luxembourg Federal Training course which closes the higher training cycle => Level 6 or LUXQF6 / EQF6 of the National & European Qualification Framework. **This training aims to ensure the training of a Coach expert in training and / or specialist in a specific field of competence, invested in the highest level of practice of the discipline (professional or international sector) likely to assume, if necessary, responsibilities in the area of training & education for coach.**

*This level of Initial Training is currently unavailable for registration by the Luxembourg Rugby Federation (FLR).*

Skill Levels	LUXQF6 Coach State Diploma
<b>Focus LTAD</b> (Stage of development)	 Train to win  + Management of an LTAD policy within its structure (club / association)
<b>How to register</b>	<i>This level of Initial Training is currently not available for registration for the Rugby discipline</i>
<b>How to obtain</b>	 <b>Approval procedure:</b> for all or part of the modules of the targeted certificate or state diploma <b>(only)</b> <a href="http://public.lu">Homologation - ENEPS - Luxembourg (public.lu)</a>
<b>To enter training</b> (Admission)	 <b>Be registered with active "Coach" license</b> in a Luxembourg club  Hold LUXQF5 training or equivalent (LUXQF5 accreditation)  Be in possession of a valid and active ENEPS License  Be at least 18 years old  Train a team playing in the professional or international rugby sector (national team)
<b>Training Scheme</b>	 <b>At least 915 Training Units (UF)</b> distributed as defined below: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Common part grouping different modules under the authority of ENEPS</li> <li><input checked="" type="checkbox"/> Specialized part grouping different modules under the authority of the FLR</li> <li><input checked="" type="checkbox"/> Practical part carried out in Club under the authority of a Tutor or Internship Supervisor</li> <li><input checked="" type="checkbox"/> Final exam carried out under the authority of an ENEPS / FLR jury</li> </ul>
<b>To Validate the Training</b>	 <b>Be at least 18 years old</b>  <b>Attendance</b> = 100% attendance (mandatory)  <b>Have passed all certification tests</b>  <b>Hold First Aid Training Certificate or equivalent training</b>
<b>Validity Period and Reactivation Procedure</b>	 The <b>validity period</b> of the <b>LUXQF6 Coach State Diploma is unlimited</b>  This State Certificate is subject to a recycling procedure of <b>24 UF minimum every 3 years</b> as part of the continuing education of coaches (retraining)

## 1.4 Continuous training & education

Continuous Training & Education for Luxembourg Rugby Coaches mainly revolves around supporting candidates throughout their training course for the development, reinforcement, and/or recycling of knowledge and skills.

**Continuous education is a process aimed at a diverse audience of Coaches and/or Assistant Coaches, already trained or in training process, with the aim of acquiring specific knowledge and skills in direct relation with the game of rugby and/or more broadly with the sports movement.**

From the point of view of the National Technical Direction (DTN), **continuous training is a learning process allowing the acquisition, maintenance and / or updating of knowledge and know-how.** It contributes to the training of the knowledge and skills of the coach who is confronted with acting in a sporting environment that is evolving by nature (for example the rules of the game, technical adaptation ...).






By definition, continuous training remains a more flexible model in terms of duration and content. **By its design and implementation, this "shorter" or "more targeted" training model can also be one of the first steps in the training process** for Coaches and/or Assistant Coaches who can directly respond to a need for learning or development of their experience.

The Luxembourg model will focus on the implementation of diverse and varied themes in direct relation with rugby news at International, European and/or National level that can deal with general aspects of the game such as the mastery of a very specific skill, or address sports themes from the Sports Movement as a whole for the development of transversal skills in other connected sectors of activity.

The idea is also to create opportunities to build an increasingly wide range of continuing training and/or retraining offers.

**Active participation in several modules or workshops also allows easy access to the different cycles of federal training** for all levels of "Coach" training and education (LUXQF1 to LUXQF6).

Continuous Training and Education can be of different formats:






-  **Classic Seminars**
-  **Conferences**
-  **Symposium**
-  **Individual Events**
-  **Webinars**

ENEPS offer in terms of continuous education can be consulted at the link below [Sports Movement - ENEPS - Luxembourg \(public.lu\)](#)

The elaboration, monitoring and development of continuous education courses organized or co-organized by ENEPS are carried out by the program's commissions in their respective fields of expertise.

It should be noted that it is possible that continuous education eligible for the ENEPS license is differentiated by sports discipline. ENEPS is thus endeavoring to expand, with the help of approved sports federations and other third-party partners, the offer of specific continuing education.

It is in this perspective that the Luxembourg Rugby Federation (FLR) wishes to develop a catalogue of offers and thematic proposals for continuing education covering all the areas of competence named below:

-  **Coaching Area**
-  **Match Officiating Area**
-  **Physical & Mental Preparation Area**
-  **Player Health & Safety Area**
-  **Administration Area (Executive & Association Director)**

It should be noted that for any approach, including the different formats of continuous education possible, the Luxembourg Rugby Federation (FLR) must first ensure the validation of the continuing education process. The Federation hopes to be able to make and introduce proposals in the medium/long term.

**In the longer term, and in accordance with the guidelines of the International Federation - World Rugby (WR) - the Luxembourg Rugby Federation (FLR) has set itself the objective of being able to build and manage its own domestic training portfolio for each of the areas of competence named above and thus to be able to offer maximum development prospects to all its human resources, technical and/or administrative staff.**

## 2. Recycling Procedure

The implementation of the new Grand-Ducal regulation of 20 May 2021 on the determination and organization of training and education for technical and administrative staffs for the various forms of sporting activities, now introduces a system of continuing education defined as "retraining and improvement through continuous training of knowledge and skills acquired during initial training in one or more areas of specialization".





The objective is to contribute to the continuous development of the skills and knowledge of peoples acting in the sport and physical activity area in all its forms.

This system will be managed through the introduction of "ENEPS licenses" attached to federal and state patents. These ENEPS licenses have a limited lifespan, unlike state diploma that are issued "for life".

**Continuous training is the central element of the retraining system, i.e. the process allowing any coach to extend the period of validity of his level of initial training.** This process also contributes to the implementation of ever more individualization of the training pathway according to the needs or motivations of the candidate.

**"Recycling" is an update of the knowledge and skills acquired by the coach.**







A valid and active ENEPS license is mandatory to enter into an initial training process with ENEPS. Thus, in compliance with the Grand-Ducal Regulation, ENEPS defines the following federal obligations regarding the recycling of the federal training portfolio for Luxembourg coaches:

<i>Status of the candidate</i>		<i>Recycling Procedure</i>
<b>Holder of a Certificate or a State Diploma</b>	LUXQF1	 Certificates and State Diploma issued under the Grand-Ducal Regulation of 20 May 2021 have an ENEPS License attached to it, whose validity period is renewed in 3-year cycles  The Candidate is required to complete a minimum of 24 continuous education units (UFC) on various subjects related to his Brevet or his State Diploma
	LUXQF2	
	LUXQF3	
	LUXQF4	
	LUXQF5	
	LUXQF6	
<b>National Approval Holders</b>	LUXQF1	 The Candidate is required to follow 8 continuous education units (UFC) on the specificities of Luxembourg sport and the general principles of long-term development within a first cycle of 1 year  After validating their first 1-year cycle, the holder is required to complete a minimum of 24 continuous education units whose validity period is renewed in 3-year cycles
	LUXQF2	
	LUXQF3	
	LUXQF4	
	LUXQF5	
	LUXQF6	

### 3. Youth Leave Scheme



From the 2020-2021 season, the Luxembourg Rugby Federation (FLR) is diversifying its planning methodology in terms of coach training and education.

Thus, to ensure a better experience during the federal training sequences, they can be scheduled during the week in order to take advantage of the non-exhaustive benefits listed below:




-  Physical freshness of candidates
-  Mental freshness of candidates
-  Optimization of working time
-  Better load sharing
-  Availability of a player support group (Lëtzebuerg Rugby Academy)
-  Saving personal time from weekends for leisure or family

To meet this new need, in the Grand Duchy of Luxembourg, it is possible to request "youth leave". More information available below or go directly to the link below <https://guichet.public.lu/fr/citoyens/travail-emploi/conges-jours-feries/activite-extra-professionnelle/conge-jeunesse.html>



The purpose of youth leave is to:

-  Support the development of youth activities at local, regional and national level;
-  Allow those responsible for youth activities to participate in internships, study days or weeks, courses, sessions, meetings or camps in the Grand Duchy of Luxembourg and abroad



Youth leave applies to all persons working in Luxembourg and wishing to support the development of activities in favor of young people, namely:

-  **Employees** (in the public or private sector);
-  **Self-employed workers** who have been registered for at least 2 years with the Luxembourg social security system and are professionally domiciled in Luxembourg;
-  **Persons exercising a liberal profession who** have been affiliated to the Luxembourg social security system for at least 2 years and who are professionally domiciled in Luxembourg

Youth leave is granted under the following conditions:

-  The person concerned must normally be employed on Luxembourg territory, i.e. either:
  - Be bound by an employment contract to a company or association legally established and active in Luxembourg;
  - Exercise an independent or liberal profession;
-  The leave may not be linked to normal statutory annual leave or to a period of sickness in the event that this accumulation would cause a continuous absence of more than 3 weeks;

Youth leave is limited to 60 days in total:

-  It cannot exceed 20 working days in any 2-year period.
-  This leave may be split, each fraction having to consist of at least 2 days, except in the case of a series of courses, each of which lasts only one day.







## 4. Equivalences & Transitional Measures - Homologation

An **application for homologation** concerns foreign coaches or those who have obtained a diploma or training from a foreign federation at the Luxembourg Rugby Federation. This is also known as an "equivalency application".

The homologation procedure allows a coach to obtain recognition of his diploma or level of foreign training in the Grand Duchy of Luxembourg. On the other hand, the reciprocity of the procedure - homologation of a Luxembourg diploma abroad - does not fall within the competence of the Luxembourg Rugby Federation (FLR) or the Luxembourg Ministry of Sports and ENEPS.

Before triggering any approval procedure, and in order to support you and / or guide you in your administrative procedures, do not hesitate to contact the National Technical Director (DTN) at the following address [dtn@rugby.lu](mailto:dtn@rugby.lu).

In order to proceed with the homologation of a foreign diploma, ENEPS needs the documents and information listed below:

-  Completed Application for Registration Form  
<https://eneps.public.lu/dam-assets/formulaires/formulaire-homologations-vf-2021-10-12-2.pdf>
-  A **copy of a valid identity document**;
-  A **sports Curriculum Vitae (CV)**, i.e. listing the different stations of the coach's life;
-  A **copy of the diploma(s)** for which an equivalence is requested;
-  A **copy of the transcript(s)** listing precisely the subjects taught;
-  Any other useful information providing information on the courses taken and the training carried out

The complete file, including the form and annexes, must be sent by email to [homologations@sp.etat.lu](mailto:homologations@sp.etat.lu)

Any complete file will be submitted to the Homologation Committee, which meets every 6 to 8 weeks. Any incomplete file will not be processed until it has been duly completed.

**An ENEPS License is established by ENEPS in parallel with the approval of a certificate or a state diploma.**

Holders of national approvals must follow 8 units of continuing education on the specificities of Luxembourg sport and the general principles of long-term development within a first cycle of 1 year.

After validating their first 1-year cycle, they fall into the 3-year cycles during which the holder is required to complete a minimum of 24 units of continuing education.