

# You want to follow a training course? The CNE supports you!

**BECAUSE PEOPLE LEARN AT ANY AGE AND THE WORLD OF WORK IS CONSTANTLY CHANGING, TRADE UNIONS HAVE NEGOTIATED THE OPPORTUNITY FOR WORKERS TO TRAIN THROUGHOUT THEIR CAREERS. YOU HAVE A JOB AND WANT TO DO SOME TRAINING? HERE ARE THE POSSIBILITIES AVAILABLE TO YOU.**

## PAID EDUCATIONAL LEAVE

Certain training courses, such as social education, university courses or higher education courses, are covered by paid educational leave (CEP). This educational leave applies to all workers in the private sector who are employed full-time; at least 80% ; at least 50% on a fixed-time basis (only for training taken during normal working hours) ; at least 33% on a flex time basis ; at least 25% and working in Brussels.

The purpose of paid educational leave is to give you the opportunity to follow a training course by giving you time to attend courses, study, do homework, take exams, etc. With paid educational leave, you can be absent from work for a certain number of hours, while maintaining your normal pay (capped if it exceeds €3,641 gross (from September 1<sup>st</sup> 2024 to August 31<sup>st</sup> 2025). Employers, for their part, can obtain total or partial reimbursement of the remuneration due for these training hours from the competent public administration. To find out all the details of the CEP, consult the CNE team in your company, the CNE secretariat in your region, or our website: <https://www.lacsc.be>.

If your workplace is located in Flanders, the rules have changed. The "Flemish educational leave" (Vlaams opleidingsverlof, VOV) applies. Ask your company's CNE team or the CNE secretariat in your region for information.

## TIME CREDIT FOR TRAINING

If you have at least two years' seniority, you can also benefit from a training time credit for a maximum of 36 months, which allows you to be absent from work while receiving benefits from the ONEM. Two types of training are covered: training recognised by the Communities or by the sector, amounting to at least 360 hours or 27 credits per year (or 120 hours or 9 credits per quarter) and training provided in a basic education centre or geared towards obtaining a secondary education diploma or certificate, amounting to at least 300 hours per year (100 per quarter).

To find out about all the terms and conditions of time credit training, consult your company's CNE team or our website <https://www.lacsc.be>

## INDIVIDUAL RIGHT TO TRAINING

Since 2023, in all companies with at least 10 employees, each employee has an individual right to training.

If the company has between 10 and 19 employees, you are entitled to at least 1 day of training per year if you have been employed full-time throughout the year. If the company has 20 or more employees, you are entitled to at least 5 days of training per year if you have been employed full-time throughout the year. Please note that a sectoral collective labor agreement may reduce this number to a minimum of 2 days. Training days not used by the end of the year are carried over to the following year. The balance of the available training credit is reset to zero every 5 years. You can take the training during your working hours or outside of these hours with normal pay, without overtime.

In addition, every employer with at least 20 employees is required to draw up an annual training plan by March 31 of each year, after consulting with the works council, union representatives, or employees.

This training plan lists the training courses offered and explains how they contribute to the overall investment in training.

You must be informed by your employer at least once a year, in writing, of the number of training days to which you are entitled. You can also consult your individual training account via the Federal Learning Account, available from June 1, 2024, at [www.mycareer.be](http://www.mycareer.be). The training courses you have taken will be recorded there, along with your training credit balance per year.



Arizona plans to reduce individual rights to training by “collectivizing” them and excluding students and flexi-jobbers. It also plans to eliminate the Federal Learning Account, which was intended to allow workers to check their training balances. Like all attacks on the working class, it is still possible to push back. But to do so, we must organize, fight, and defend a more just and united society together. To learn more and join the fight: click [here](#) or scan this QR code.



**Need to mail us ?** Please write to : [cne.advice@acv-csc.be](mailto:cne.advice@acv-csc.be) (English only!)

**Need to contact us ?** Please call 067 88 91 00 on Mondays, Tuesdays and Wednesdays from 9AM to 12PM and Tuesdays from 1.30PM to 4.30PM (French).

**Need to meet us ?** Our offices are open on Mondays, Tuesdays and Wednesdays from 1.30PM to 4.30PM and Tuesdays from 9AM to 12PM (French).

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