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# Amendment of an already registered training in the register of vocational training relationships according to the Vocational Training Act (BBiG)

Heruntergeladen am 09.06.2025

<https://fimportal.de/xzufi-services/369653679/L100001>

Modul	Sachverhalt
Leistungsschlüssel	99019033011000, 99019033011000
Leistungsbezeichnung I	Amendment of an already registered training in the register of vocational training relationships according to the Vocational Training Act (BBiG)
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Hessen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (silber)
Begriffe im Kontext	

Modul	Sachverhalt
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Berufsbildung (019)
Verrichtungskennung	Änderung (011)
SDG-Informationsbereich	Bildungswesen in einem anderen Mitgliedstaat, einschließlich der frühkindlichen Betreuung, Bildung und Erziehung, der Primar- und Sekundarschulbildung, der Hochschulbildung und der Erwachsenenbildung
Lagen Portalverbund	Eintragung in Register (2020100), Aus-, Weiterbildung und Sachkunde (2030300)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	12.09.2023
Fachlich freigegeben durch	Hessian Ministry of the Interior and Sport
Handlungsgrundlage	<ul style="list-style-type: none"> <li>• Vocational Training Act (BBiG in the version of 01.01.2020)               <ul style="list-style-type: none"> <li>• §§ 3, 4 and 5 Scope of application, recognition of training occupations, training regulations</li> <li>• § 7 Crediting of previous vocational training to training                   <ul style="list-style-type: none"> <li>• § 7 a Part-time vocational training</li> <li>• § 8 Shortening or extension of training</li> <li>• §§ 10 to 12 Contract, Contract Minutes, Void Agreements</li> <li>• § 36 Application and notification obligations in conjunction with § 34 Setting up and managing and § 35 Entering, modifying, deleting</li> <li>• Section 101 (1) No. 8 Provisions on fines</li> </ul> </li> <li>• Youth Employment Protection Act</li> <li>• Current collective bargaining agreements</li> <li>• Relevant rights (Federal Leave Act, property rights, social security laws)</li> </ul> </li> </ul> <a href="https://www.gesetze-im-internet.de/bbig_2005/BJNR093110005.html">https://www.gesetze-im-internet.de/bbig_2005/BJNR093110005.html</a> <a href="https://www.gesetze-im-internet.de/jarbschg/BJNR009650976.html">https://www.gesetze-im-internet.de/jarbschg/BJNR009650976.html</a> <a href="https://www.gesetze-im-internet.de/bbig_2005/BJNR093110005.html">https://www.gesetze-im-internet.de/bbig_2005/BJNR093110005.html</a> <a href="https://www.gesetze-im-internet.de/jarbschg/BJNR009650976.html">https://www.gesetze-im-internet.de/jarbschg/BJNR009650976.html</a>

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	50976.html
Teaser	Every training contract for a recognised training occupation in accordance with the Vocational Training Act (BBiG) must be entered in the vocational training directory. Amendments must also be requested.
Volltext	<p>For trainers whose planned training occupation is regulated by the Vocational Training Act (BBiG), the application for entry of each completed training contract in the vocational training register is mandatory.</p> <p>The deletion and amendment of the registration must also be formally notified or applied for.</p> <p>Your advantage from this:</p> <ul style="list-style-type: none"> <li>• The contract and training plan are drawn up in accordance with the current legal situation (Vocational Training Act, training regulations, if applicable, etc. Guidelines);</li> <li>• Other agreed rights and obligations (e.g. collective bargaining law, property rights) are considered and deficiencies are indicated;</li> <li>• The training plan is evaluated according to the minimum requirements of the training regulations, so that deficiencies can be revised before implementation;</li> <li>• With the entry, a prerequisite for admission to the final examination is already fulfilled;</li> <li>• The certificate of registration is required in the context of any educational support.</li> </ul>
Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• Amended Treaty</li> <li>• Amended training plan</li> <li>• Application of the trainee(s) in the case of crediting of previous vocational training to the duration of training and shortening of the duration of training</li> <li>• Application of the trainee in the event of an extension of the training</li> <li>• Statement of the training centre (in case of extension)</li> <li>• Explanatory document (in case of abbreviation)</li> </ul>
Voraussetzungen	You must apply for changes to a training course in the

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	vocational training register if it is a training relationship in accordance with the provisions of the Vocational Training Act, e.g. training as an "administrative assistant" or "as a "specialist for media and information services".
Kosten	Entry is free of charge.
Verfahrensablauf	<p>The application for registration, cancellation or modification may be submitted in writing or electronically to the competent authority.</p> <p>The competent authority examines the relevant data and documents under the Vocational Training Act and records them in the register of vocational training relationships. During registration, for example, the training contract and training plan are checked with regard to the legal requirements, as well as the training authority with regard to suitability for training. If necessary, the competent authority will contact you on the basis of queries, additional requests for documents or rectification of defects.</p> <p>At the end of the procedure, you will receive a corresponding notification from the competent authority as to whether the registration / deletion / amendment has been made or rejected.</p>
Bearbeitungsdauer	2 - 4 Woche(n) During busy periods (e.g. exam periods or before holidays), this period may increase.
Frist	An application must be submitted immediately after the conclusion of the contract.
weiterführende Informationen	
Hinweise	<a href="https://rp-giessen.hessen.de/karriere/die-zustaendige-stelle">https://rp-giessen.hessen.de/karriere/die-zustaendige-stelle</a> <a href="https://rp-giessen.hessen.de/karriere/die-zustaendige-stelle">https://rp-giessen.hessen.de/karriere/die-zustaendige-stelle</a>
Rechtsbehelf	Action before the Administrative Court.
Kurztext	• List of vocational training relationships according to

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	BBiG amendment <ul style="list-style-type: none"> <li>• Trainees in training occupations in accordance with the Vocational Training Act</li> <li>• Application by training centre</li> <li>• Responsible: Regierungspräsidium Gießen</li> </ul>
Ansprechpunkt	Please contact the Gießen Regional Council.
Zuständige Stelle	Regierungspräsidium Gießen <a href="https://rp-giessen.hessen.de/karriere/die-zustaendige-stelle">https://rp-giessen.hessen.de/karriere/die-zustaendige-stelle</a> <a href="https://rp-giessen.hessen.de/karriere/die-zustaendige-stelle">https://rp-giessen.hessen.de/karriere/die-zustaendige-stelle</a>
Formulare	
Ursprungsportal	Amendment of an already registered training in the register of vocational training relationships according to the Vocational Training Act (BBiG), Änderung einer schon eingetragenen Ausbildung im Verzeichnis der Berufsausbildungsverhältnisse nach Berufsbildungsgesetz (BBiG)