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# Continuing education voucher issue

Heruntergeladen am 20.06.2025

<https://fimportal.de/xzufi-services/121417178/L100002>

Modul	Sachverhalt
Leistungsschlüssel	99131019012000, 99131019012000
Leistungsbezeichnung I	Continuing education voucher issue
Leistungsbezeichnung II	Apply for an education voucher to promote further vocational training
Typisierung	4 - Land: Regelung
Quellredaktion	Nordrhein-Westfalen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Weiterbildung (131)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Aufnahme einer Beschäftigung in einem anderen Mitgliedstaat
Lagen Portalverbund	Berufsausbildung (1030200), Weiterbildung (1040100)
Einheitlicher Ansprechpartner	Nein

Modul	Sachverhalt
Fachlich freigegeben am	08.02.2024
Fachlich freigegeben durch	Ministry of Labor, Health and Social Affairs of the State of North Rhine-Westphalia
Handlungsgrundlage	<a href="https://www.mags.nrw/sites/default/files/asset/document/esf_foerderrichtlinie_2021-2027_inkl._anlagen.pdf">https://www.mags.nrw/sites/default/files/asset/document/esf_foerderrichtlinie_2021-2027_inkl._anlagen.pdf</a> <a href="https://www.mags.nrw/sites/default/files/asset/document/esf_foerderrichtlinie_2021-2027_inkl._anlagen.pdf">https://www.mags.nrw/sites/default/files/asset/document/esf_foerderrichtlinie_2021-2027_inkl._anlagen.pdf</a>
Teaser	<p>The Bildungsscheck NRW supports your participation in further vocational training with 50% of the lump sum (usually the invoice amount), up to a maximum of 500 euros. In particular, employees in privately owned companies or those returning to work receive the education voucher in an online or on-site consultation. You can find out more here.</p>
Volltext	<p>The Ministry of Labor, Health and Social Affairs NRW (MAGS) supports your participation in further vocational training with the education voucher. With the education voucher, the state of NRW covers half of the total expenditure for your further vocational training, up to a maximum of EUR 500.</p> <p>As an individual, you can receive an education voucher on an individual basis if you can prove that you have an annual taxable income of up to EUR 40,000 (up to EUR 80,000 in the case of joint assessment) and are resident in NRW. It is aimed in particular at employees and people returning to work. An education voucher can also be issued for online-based further training (e.g. online seminars) and e-learning. Individuals can claim an education voucher annually.</p> <p>The further training for which an education voucher is to be issued must be in an individual professional context. This is usually the case if the planned further training is in the context of current or future employment, i.e. it is professionally relevant.</p> <p>The education voucher is only issued in conjunction with a mandatory and free consultation. This can be carried out individually on site at one of the advice centers or online via a video conferencing system.</p>
Erforderliche Unterlagen	Documents for the consultation on the issue of an education voucher in individual access:

Modul	Sachverhalt
	<ul style="list-style-type: none"> <li>• Identity card</li> <li>• For individual access: Income tax assessment notice</li> <li>• If applying online, an ID card with eID function must be available</li> </ul>
Voraussetzungen	<p>To issue an education voucher</p> <ul style="list-style-type: none"> <li>• Place of residence:</li> <li>• Number per year:</li> <li>• Income limits:</li> </ul> <p>Proof of taxable income must relate to a previous year and must be provided by you to the advice center via scan:</p> <ul style="list-style-type: none"> <li>• the income tax assessment notice or</li> <li>• a declaration from a tax consultant or a specialist lawyer for tax law or the income tax assistance association about the taxable annual income or</li> <li>• a certificate from an authority stating the taxable annual income</li> </ul> <p>At the time the education voucher is issued, the proof (date of the document) must not be older than three years.</p> <p>The following conditions apply to the eligible training measure:</p> <ul style="list-style-type: none"> <li>• The lump sum (total expenditure) according to the training provider's invoice is eligible. Expenses for travel and accommodation are not eligible expenses.</li> <li>• The further education course may not begin before the day after the education voucher consultation (the date on which the education voucher is issued counts). However, prior registration is possible.</li> </ul>
Kosten	none
Verfahrensablauf	<p>The education voucher is issued during an on-site consultation or digitally via a video conference with authorized advice centers. This must take place before the start of the training (however, prior registration with the training center is possible).</p> <ul style="list-style-type: none"> <li>• You book an appointment via the online appointment booking system</li> <li>• You will receive an e-mail in which you confirm the appointment booking.</li> <li>• Your appointment will then be confirmed by the advice center and you will receive your access data for the video conference and a link to upload your proof of</li> </ul>

## Modul

## Sachverhalt

income.

- Upload your scanned income tax assessment notice or a declaration from a tax advisor, a specialist tax lawyer or the income tax assistance association about your taxable annual income or a certificate from an authority stating your taxable annual income.
- Using the eID function of your ID card in combination with the AusweisApp2, you can clearly identify yourself to the advice center during the online consultation.
- During the consultation, you will receive advice on the opportunities for further vocational training. You can also name specific further training courses if you are already considering a specific offer.
- The advice center will create an advice record.
- If you agree, you will confirm the consultation protocol electronically during the consultation. You will then receive your education voucher, a subsidy-relevant declaration and the information sheet "Information for further education providers on the acceptance of education vouchers" via a download link and can print out the documents after downloading them.

If the result of the consultation is negative (negative statement), you have the option of submitting an application to the relevant district government (not yet possible online).

Advice at an advice center:

- You make an appointment with an advice center by telephone or in writing
- You visit the advice center for the consultation.
- The advice center will advise you on the possibilities for further vocational training. You can also name specific further training courses if you are already considering a specific offer.
- The counseling center will create a counseling protocol, which will be checked and signed by you. You will then receive your education cheque(s), a declaration relevant to the subsidy and the original information sheet "Information for further education providers on the acceptance of education cheques". Submit the checks to the further education provider before the start of the further education measure.

## Bearbeitungsdauer

The training voucher is available immediately after the successful completion of the consultation.

Modul	Sachverhalt
Frist	Further training may begin at the earliest on the day after the training voucher consultation (the date on which the training voucher is issued counts). However, prior registration is possible. Individuals can claim an education voucher annually. If an education voucher is not used in the year of issue, please note the maximum period of validity stated on the education voucher.
weiterführende Informationen	<a href="http://www.weiterbildungsberatung.nrw">www.weiterbildungsberatung.nrw</a>
Hinweise	It is possible to receive 1 education voucher for individual access within a calendar year. There is no legal entitlement to funding.
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> <li>• Training voucher issue</li> <li>• Education voucher for the promotion of further vocational training for employees from funds of the European Social Fund (ESF)</li> <li>• Funding amount of 50% of the lump sum (usually the invoice amount) up to a maximum of EUR 500</li> <li>• No application necessary, proof of place of residence and proof of income required for individual access,</li> <li>• Issued only in conjunction with a consultation on site or online at an approved continuing education counseling center in NRW (appointment booking system)</li> </ul>
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	Continuing education voucher issue, Weiterbildungsscheck Ausstellung