

99088041134000

# Request a change of school year in the form of a repetition, a skip or a resignation

Heruntergeladen am 27.07.2025

<https://fimportal.de/xzufi-services/396173420/L100008>

| Modul                     | Sachverhalt                                                                          |
|---------------------------|--------------------------------------------------------------------------------------|
| Leistungsschlüssel        | 99088041134000                                                                       |
| Leistungsbezeichnung I    | Request a change of school year in the form of a repetition, a skip or a resignation |
| Leistungsbezeichnung II   |                                                                                      |
| Typisierung               | 4 - Land: Regelung                                                                   |
| Quellredaktion            | Sachsen-Anhalt                                                                       |
| Freigabestatus Katalog    | unbestimmter Freigabestatus                                                          |
| Freigabestatus Bibliothek | unbestimmter Freigabestatus                                                          |
| Begriffe im Kontext       |                                                                                      |
| Leistungstyp              | Leistungsobjekt mit Verrichtung                                                      |
| Leistungsgruppierung      | Schulangelegenheiten (088)                                                           |
| Verrichtungskennung       | Zustimmung (134)                                                                     |
| SDG-Informationsbereich   |                                                                                      |

| Modul                         | Sachverhalt                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| Lagen Portalverbund           | Schule (1030100)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Einheitlicher Ansprechpartner | Nein                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Fachlich freigegeben am       | 30.06.2022                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Fachlich freigegeben durch    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Handlungsgrundlage            | <a href="https://www.landesrecht.sachsen-anhalt.de/perma?j=SchulG_ST_%21_34">https://www.landesrecht.sachsen-anhalt.de/perma?j=SchulG_ST_%21_34</a><br><a href="https://www.landesrecht.sachsen-anhalt.de/perma?j=SchulG_ST_%21_35">https://www.landesrecht.sachsen-anhalt.de/perma?j=SchulG_ST_%21_35</a><br><a href="https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Ersetzungsverordnung.pdf">https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Ersetzungsverordnung.pdf</a><br><a href="https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Gemeinschaftsschulverordnung.pdf">https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Gemeinschaftsschulverordnung.pdf</a><br><a href="https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Oberstufenverordnung.pdf">https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Oberstufenverordnung.pdf</a><br><a href="https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Verordnung_Abschluesse_Sekundarstufe_I.pdf">https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Verordnung_Abschluesse_Sekundarstufe_I.pdf</a><br><a href="https://www.landesrecht.sachsen-anhalt.de/perma?j=SchulG_ST_%21_34">https://www.landesrecht.sachsen-anhalt.de/perma?j=SchulG_ST_%21_34</a><br><a href="https://www.landesrecht.sachsen-anhalt.de/perma?j=SchulG_ST_%21_35">https://www.landesrecht.sachsen-anhalt.de/perma?j=SchulG_ST_%21_35</a><br><a href="https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Ersetzungsverordnung.pdf">https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Ersetzungsverordnung.pdf</a><br><a href="https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Gemeinschaftsschulverordnung.pdf">https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Gemeinschaftsschulverordnung.pdf</a><br><a href="https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Oberstufenverordnung.pdf">https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Oberstufenverordnung.pdf</a><br><a href="https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Verordnung_Abschluesse_Sekundarstufe_I.pdf">https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Verordnung_Abschluesse_Sekundarstufe_I.pdf</a> |
| Teaser                        | You want to apply for a different change of school year for your child? Read here what needs to be considered.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Volltext                      | Whether your child will be transferred at the end of the                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

| Modul                        | Sachverhalt                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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|                              | <p>school year depends on performance development and grades. This is decided by the Transfer Conference.</p> <p>You can apply to the school for your child to repeat a class (voluntary repetition of the school year) or to be transferred to a higher class (skipping a school year).</p> <p>You can apply for your child to attend the next lower grade at the school semester (voluntary resignation). This is not possible if your child attends the school entrance phase of primary school.</p> <p>Your child may voluntarily resign only once while attending a general education school or may voluntarily repeat a school year only once.</p> |
| Erforderliche Unterlagen     | Informal application of the legal guardian                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Voraussetzungen              | <ul style="list-style-type: none"> <li>• Application of the persons entitled to custody</li> <li>• Resolution of the Class Conference</li> <li>• Performance requirements of the respective school type</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Kosten                       | none                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Verfahrensablauf             | <p>You submit an application to the school for voluntary repetition, resignation or skipping.</p> <p>The class conference decides on the application.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Bearbeitungsdauer            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Frist                        | For the voluntary withdrawal to the next lower school year, you must submit the application no later than one week after the handover of the half-year certificate.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| weiterführende Informationen |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Hinweise                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Rechtsbehelf                 | An objection can be lodged with the school against the transfer decision.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Kurztext                     | • Change of school year Approval                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

| Modul             | Sachverhalt                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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|                   | <ul style="list-style-type: none"> <li>• The transfer takes place at the end of the school year due to the development of performance and the available grades by decision of the transfer conference. By way of derogation, a voluntary repetition of the same school year or a skip of a school year can be requested for the child at the school attended. A voluntary resignation into the next lower school year can be requested for the first half of the school year. A voluntary resignation is not permitted if the child attends the school entrance phase of the primary school.</li> <li>• The pupil may only voluntarily resign once during attendance at a general education school or may only voluntarily repeat a school year once.</li> <li>• For voluntary withdrawal to the next lower school year, the application must be submitted no later than one week after the half-year certificate has been handed over.</li> <li>• The legal guardians submit an application to the school for voluntary repetition, resignation or skipping. The class conference decides on the application.</li> </ul> |
| Ansprechpunkt     | Please contact the respective school.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Zuständige Stelle |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Formulare         | <p>Written form required: Yes</p> <p>Informal application possible: Yes</p> <p>Personal appearance necessary: No</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Ursprungsportal   | Wechsel des Schuljahrganges in Form einer Wiederholung, eines Überspringens oder eines Zurücktretens beantragen, Request a change of school year in the form of a repetition, a skip or a resignation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |