

99140001060000

# Architects / town planners, apply for registration with the Saxony Chamber of Architects

Heruntergeladen am 18.06.2025

<https://fimportal.de/xzufi-services/6000769/L100009>

Modul	Sachverhalt
Leistungsschlüssel	99140001060000
Leistungsbezeichnung I	Architects / town planners, apply for registration with the Saxony Chamber of Architects
Leistungsbezeichnung II	Architects / town planners, apply for registration with the Saxony Chamber of Architects
Typisierung	4 - Land: Regelung
Quellredaktion	Sachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	

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Lagen Portalverbund	
Einheitlicher Ansprechpartner	
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	<ul style="list-style-type: none"> <li>• § 1</li> <li>• § 5 SächsArchG – Eintragungsvoraussetzungen</li> <li>• § 33 SächsArchG – Voraussetzungen für die Listeneintragung eines Antragstellers mit ausländischer Berufsqualifikation</li> <li>• § 33a SächsArchG – Voraussetzungen für das Führen der Berufsbezeichnung nach § 1 Abs. 1</li> <li>• § 34 SächsArchG – Eintragungsverfahren</li> <li>• § 34a SächsArchG – Ausgleichsmaßnahmen</li> </ul>
Teaser	<p>The professional title "architect", "interior architect", "landscape architect" or "urban planner" may be used in the Free State of Saxony by anyone who is entered under this title in the list of architects or urban planners of the Saxony Chamber of Architects.</p>
Volltext	<p>The professional title "architect", "interior architect", "landscape architect" or "urban planner" may be used in the Free State of Saxony by anyone who is entered under this title in the list of architects or urban planners of the Saxony Chamber of Architects. Registration in one of the above-mentioned lists is not required if you are already registered in a corresponding list at the Chamber of Architects of another federal state.</p> <p>Those registered in the list of architects and town planners at the Saxony Chamber of Architects are compulsory members of the Saxony Chamber of Architects. Professional obligations apply.</p> <ul style="list-style-type: none"> <li>• If you have an academic title (e.g. Dipl.-Ing., Bachelor, Master, etc.), you are authorised to use this title regardless of whether you use the above-mentioned professional title.</li> <li>• In the case of an academic title based on a foreign educational qualification, you use the title in the language of the Member State of origin, adding the name and location of the educational institution or</li> </ul>

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examination board that awarded the educational qualification.  
If you are authorised to use the professional title "architect" or "interior designer", you are also authorised to sign building documents.  
If you only wish to work temporarily and occasionally as an external "architect", "interior architect", "landscape architect" or "urban planner" in the Free State of Bavaria, you may do so under certain conditions. To do so, you must notify the Saxony Chamber of Architects before commencing the provision of services (see Further information).  
You can use the service of the Single Point of Contact for this procedure. This person will guide you through the procedure, take care of correspondence with all the authorities responsible for your request and provide you with expert advice.

## Erforderliche Unterlagen

All forms under:  
Necessary for all applicants:

- Application form (Forms)
- Proof of identity (certified copy)
- Proof of residence, establishment or predominant practice of the profession in the Free State of Saxony (single copy)
- Proof of practical activity (single copy) or a professional internship of at least two years in accordance with the requirements of the SächsArchG or a successfully completed building traineeship
- Proof of attendance of further training events in the requested specialisation

In the case of domestic proof of training, additionally:

- Proof of successful completion of a corresponding degree programme at a German university that meets the recognition criteria (certified copy)
- Certificate from the educational institution confirming the standard period of study specified for the degree programme (only for Dipl.-Ing. (FH) or Bachelor's degrees; single copy)

In the case of proof of training / professional qualification from an EU member state or equivalent state in which the profession is regulated, additionally:

- Proof of training (notarised copy)

In the case of proof of training / professional qualification from an EU member state or equivalent

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state in which the profession is not regulated:

- Proof of training (notarised copy)
- Proof that this profession has already been practised for at least one year during the previous ten years in one of the above-mentioned countries (single copy)

For the area of automatic recognition / special recognition for architects in the area of the Professional Recognition Directive:

- Proof of training (notarised copy)
- if applicable, additional proof of a professional internship of at least two years in accordance with the requirements of the SächsArchG (single copy)

or

- Proof of authorisation on the basis of Art. 48 of Directive 2005/36/EC (single copy)

For foreign proof of training (third country):

- Proof of training (certified copy)
- Declaration as to whether an application for determination of the equivalence of the professional qualification has already been submitted, to which body and with what result

In the case of self-employment:

- Proof of adequate professional indemnity insurance (single copy),

if you wish to use the suffix "Freelance":

- Proof of autonomous and independent activity (single copy)

Translations:

Certificates of training and proof of professional experience that are not written in German must be accompanied by a translation into German. Only publicly appointed or sworn interpreters or translators are authorised to translate.

In individual cases, the competent authority may request further documents or translations in German.

## Voraussetzungen

- Residence, professional establishment or predominant professional practice in the Free State of Saxony
- Professional practice
  - after graduation, usually two years of practical work in the main professional tasks of your specialisation or
  - successful completion of a professional internship or construction traineeship
- at least five further training courses in the respective

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specialisation after graduation within the last three years

- in the case of self-employment: sufficient liability insurance

Further requirements, depending on the type and origin of the training certificate / professional qualification:

- Degree in the relevant specialisation of at least eight semesters standard period of study at a German university, which fulfils the content requirements according to the Saxon Architects Act:

- Study requirement architecture
- Study requirement interior design
- Study requirement landscape architecture
- Study requirement urban planner

- Proof of training/professional qualification that entitles the holder to take up and practise the above-mentioned professions in an EU member state or equivalent countries

- Determination by the Saxony Chamber of Architects that there are no significant differences to the statutory registration requirements in certain points  
When practising the aforementioned professions from one or more EU member states or equivalent states in which the respective profession is not regulated:

- Proof of professional practice over a period of at least one year or a corresponding total duration on a part-time basis during the previous ten years

- Recognition by the Saxony Chamber of Architects that there are no significant differences to the statutory registration requirements in certain respects

Only in the case of the professional title "architect" can

- automatic recognition if the requirements of the EU Professional Recognition Directive (Directive 2005/36/EC) are met or

- the authorisation to use this professional title is given in accordance with the requirements of the Professional Recognition Directive

- Proof of training that the Saxony Chamber of Architects has recognised as equivalent to the respective domestic study requirements

(determination of equivalence)

## Kosten

- Fee for registration: at least EUR 80.00; usually EUR 160.00

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	<ul style="list-style-type: none"> <li>• Additional costs are incurred if an aptitude test or a compensation measure must be carried out for registration</li> <li>• Annual chamber fee: EUR 432.00, reduced EUR 96.00</li> </ul>
Verfahrensablauf	<p>Call up the application form via Amt24 and print it out. Submit the completed and signed form with the required documents to the Saxony Chamber of Architects.</p> <ul style="list-style-type: none"> <li>• The Saxony Chamber of Architects will confirm receipt of the documents within one month of receipt of the application and, if necessary, inform you which documents are missing.</li> <li>• If the requirements for registration are met, this will be carried out and you will receive a certificate.</li> </ul>
Bearbeitungsdauer	<p>Confirmation of receipt: within one month of receipt of the application          Duration of procedure: Up to three months after submission of the complete documents (in justified exceptional cases up to a maximum of four months)</p>
Frist	<p>none • Validity of the registration: unlimited</p>
weiterführende Informationen	
Hinweise	<p>Who can use the electronic signature?</p> <ul style="list-style-type: none"> <li>• Any person who has documents that have been issued or recognised in the Federal Republic of Germany or by an EU member state or a state treated as such.</li> </ul> <p>How can I sign electronically?</p> <p>A qualified electronic signature is required to fulfil the signature requirement for electronic applications. This is the only way to ensure that the identity of the sender can be verified.</p> <p>Your application and the necessary declarations require your handwritten signature. Under German law, your application form must be provided with a qualified electronic signature in order to be considered signed. You will need an appropriate programme for this. You can obtain electronic signatures from</p> <ul style="list-style-type: none"> <li>• Trust service providers (according to the list of the Federal Network Agency) or</li> <li>• the Bundesdruckerei (for citizens with a new ID)</li> </ul>

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	card/nPA or electronic residence permit) When submitting electronically, it is sufficient to submit simple copies of the necessary evidence; in justified cases, the Saxony Chamber of Architects is authorised to request certified copies.
Rechtsbehelf	action in front of the administrative court (details in the decision)
Kurztext	
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	