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# Register of qualified craftsmen, apply for exemption authorisation for foreign professional qualifications

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<https://fimportal.de/xzufi-services/6004949/L100009>

Modul	Sachverhalt
Leistungsschlüssel	99058065001000
Leistungsbezeichnung I	Register of qualified craftsmen, apply for exemption authorisation for foreign professional qualifications
Leistungsbezeichnung II	Register of qualified craftsmen, apply for exemption authorisation for foreign professional qualifications
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Sachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	
Leistungsgruppierung	

Modul	Sachverhalt
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	• § 9
Teaser	With a foreign professional qualification comparable to a master craftsman's certificate, you or your company manager can apply for an exemption licence for entry in the Register of Craftsmen.
Volltext	<p>With a foreign professional qualification comparable to a master craftsman's certificate, you or your company manager can apply for an exemption licence for entry in the Register of Craftsmen.</p> <p>Nationals from countries of the European Community and the European Economic Area as well as Switzerland can generally obtain an exemption authorisation for entry in the Register of Craftsmen in accordance with the EU/EEA Crafts Regulation. The requirements for this apply in accordance with the regulation for the European Union (EU) and the European Economic Area (EEA).</p> <p>In detail, the recognition regulations differentiate according to whether the profession or at least the training in the country of origin is also regulated or not. You may be offered an adaptation period or an aptitude test. This may be considered if</p> <ul style="list-style-type: none"> <li>• the content of the training differs from that of the domestic reference qualification (master craftsman's certificate) or</li> <li>• the profession in the country of origin does not include essential activities that are the subject of the profession in Germany</li> </ul> <p>In Saxony, the competent Chambers of Crafts (HWK) are responsible for issuing exemption licences. The chambers can obtain an opinion from the competent</p>

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guild or professional association if the applicant expressly agrees. They must obtain an opinion if applicants request one.

The Chamber of Crafts (HWK) can grant you the exemption licence subject to conditions, requirements or for a limited period of time and limited to a significant part.

You can utilise the services of the Single Point of Contact for this procedure. They will guide you through the process, take care of correspondence with all the authorities responsible for your request and provide you with expert advice.

**Erforderliche Unterlagen**

- Proof of professional experience and / or training qualifications

**Voraussetzungen**

You must be a national of a member state of the European Union, the European Economic Area or Switzerland.

It must be clear from your professional background that you not only have the specialised theoretical knowledge and practical skills of a master craftsman. You must also have basic commercial, business management and legal knowledge in order to be able to run a craft business independently.

The applicant can only be a natural person. Companies are excluded as applicants.

If your professional qualification was acquired outside the EU, the European Economic Area or Switzerland but has already been recognised in one of these countries, you can also apply for an exemption permit for entry in the Register of Craftsmen. After recognition, you must have practised the profession full-time for at least three years.

**Kosten**

variable (according to the scale of fees of the Chamber of Crafts)

**Verfahrensablauf**

You can apply for exemption authorisation in person, in writing or online at your local Chamber of Skilled Crafts (HWK) or via the Single Point of Contact; depending on the service, you can access the application form on the Internet or use the online service (see -> Online application).

You are well advised to contact the chamber before submitting your application.

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	<ul style="list-style-type: none"> <li>• Complete the application form and enclose the necessary documents.</li> <li>• Submit the complete application documents to your local Chamber of Crafts or the Single Point of Contact.</li> <li>• Specialised employees of the Chamber of Crafts will check your application and - if necessary - obtain an expert opinion.</li> <li>• The Chamber of Crafts will inform you in writing whether you have been granted an exemption licence.</li> </ul>
Bearbeitungsdauer	up to 3 months (extension by one month depending on the case)
Frist	<ul style="list-style-type: none"> <li>• Confirmation of receipt: within one month</li> <li>• commencement of activity: after entry in the Register of Qualified Craftsmen</li> </ul>
weiterführende Informationen	
Hinweise	
Rechtsbehelf	appeal (details on the procedure in the decision)
Kurztext	
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	