

99065022153000, 99065022153000

Apprentice role

Heruntergeladen am 05.07.2025

<https://fimportal.de/xzufi-services/9061368/L100012>

Modul	Sachverhalt
Leistungsschlüssel	99065022153000, 99065022153000
Leistungsbezeichnung I	Apprentice role
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Schleswig-Holstein
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	handwerkliche Berufsbildung (065)
Verrichtungskennung	Einrichtung (153)
SDG-Informationsbereich	
Lagen Portalverbund	Aus-, Weiterbildung und Sachkunde (2030300), Prüfung und Nachweise für Sachkunde und Sicherheit (2120300)
Einheitlicher	

Modul	Sachverhalt
Ansprechpartner	Nein
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	https://www.gesetze-im-internet.de/hwo/_28.html
Teaser	The existing vocational training contracts are entered in the apprenticeship register.
Volltext	The apprenticeship register is the central register of vocational training relationships and serves to regulate, monitor, promote and provide evidence of vocational training in recognized training occupations, especially to monitor the technical and factual quality of vocational training. Every training company must conclude a vocational training contract with its trainees (apprentices) and submit this to the respective Chamber of Crafts (HWK) or Chamber of Industry and Commerce (IHK) for examination and entry in the apprenticeship register. The HWKs and IHKs are obliged to keep the apprenticeship register. The stored data may only be transmitted to public and non-public bodies if this is necessary for the above-mentioned purposes. If data is transferred to non-public bodies, the person concerned must be informed. The data protection laws of the federal states apply to changing and blocking data in the apprenticeship register. The entries must be deleted from the apprenticeship register at the end of the calendar year in which the vocational training relationship is terminated. The deleted data must be stored in a separate file for as long as and to the extent necessary to provide evidence of the vocational training, but for a maximum of 60 years. The chamber may transmit the following data from the apprenticeship register to the Federal Employment Agency in order to improve the placement of

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	apprentices and to better determine supply and demand on the training market: • Surname, maiden name, first name, date of birth and address of the apprentice (trainee), • Name and address of the training center, • training occupation and • Date of the start of vocational training.
Erforderliche Unterlagen	
Voraussetzungen	
Kosten	Registration is free of charge for the apprentice (trainee).
Verfahrensablauf	
Bearbeitungsdauer	
Frist	
weiterführende Informationen	
Hinweise	Every trainee must apply for entry in the apprenticeship register immediately after concluding the vocational training contract. A copy of the contract transcript must be enclosed. The same applies in the event of significant changes to the content of the contract.
Rechtsbehelf	
Kurztext	
Ansprechpunkt	To the Chamber of Crafts (HWK) or Chamber of Industry and Commerce (IHK) responsible for the training company.
Zuständige Stelle	
Formulare	
Ursprungsportal	Lehrlingsrolle, Apprentice role