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Apply for admission to the final examination in a training occupation according to BBiG

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<https://fimportal.de/xzufi-services/218695223/L100038>

Modul	Sachverhalt
Leistungsschlüssel	99019004007000
Leistungsbezeichnung I	Apply for admission to the final examination in a training occupation according to BBiG
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Thüringen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Berufsbildung (019)
Verrichtungskennung	Zulassung (007)
SDG-Informationsbereich	Bildungswesen in einem anderen Mitgliedstaat,

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	einschließlich der frühkindlichen Betreuung, Bildung und Erziehung, der Primar- und Sekundarschulbildung, der Hochschulbildung und der Erwachsenenbildung
Lagen Portalverbund	Berufsausbildung (1030200), Aus-, Weiterbildung und Sachkunde (2030300)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	https://www.gesetze-im-internet.de/bbig_2005/_36.html https://www.gesetze-im-internet.de/bbig_2005/_37.html https://www.gesetze-im-internet.de/bbig_2005/_38.html https://www.gesetze-im-internet.de/bbig_2005/_42.html https://www.gesetze-im-internet.de/bbig_2005/_43.html https://www.gesetze-im-internet.de/bbig_2005/_44.html https://www.gesetze-im-internet.de/bbig_2005/_45.html https://www.gesetze-im-internet.de/bbig_2005/_36.html https://www.gesetze-im-internet.de/bbig_2005/_37.html https://www.gesetze-im-internet.de/bbig_2005/_38.html https://www.gesetze-im-internet.de/bbig_2005/_42.html https://www.gesetze-im-internet.de/bbig_2005/_43.html https://www.gesetze-im-internet.de/bbig_2005/_44.html https://www.gesetze-im-internet.de/bbig_2005/_45.html
Teaser	The final examination takes place at the end of the training period. By passing the final examination, you demonstrate your professional competence in a

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specific occupation.

Volltext

Final examinations in dual training occupations in accordance with the Vocational Training Act are carried out in the IHK sector as standardized national examinations. Final examinations are divided into a written examination part and, depending on the occupation, a practical or oral examination part. Both parts of the examination usually take place on different days. The written part of the examination takes place nationwide on a fixed day at the same time. Final examinations are carried out regionally by the responsible bodies (usually a chamber such as the Chamber of Industry and Commerce) either at the end of a training course or, if the examination requirements provide for the so-called extended final examination, in two parts, in the middle and at the end of the training period. Before you can take the final examination, you must meet the admission requirements and have been admitted to the examination.

If you perform particularly well, you can be admitted to the final examination early (usually six months earlier). You must apply for this in good time. If you have concluded a training contract with a company, this training relationship has been reported to the regional competent authority by your training company. The competent authority therefore knows the period in which you will be taking your final examination. Once you have been invited to register, the responsible office will start the admission and registration process by post or electronically with your training company if the application for admission to the examination has been submitted. examination admission has been received.

If you have not concluded a training contract with a training company, you can also take part in a final examination on the basis of many years of professional experience. You are then considered an external exam participant.

The final examination is organized by the regionally responsible body in consultation with the voluntary

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examination board. The examination board, consisting of employer representatives, employee representatives and teacher representatives, will examine and assess your examination performance. If documents are required to prepare the examination board for the examination, these must be submitted by the candidate in advance. The examination result determined by the examination board is sent to the competent body. They will issue your examination certificate and send it to you.

The training relationship ends when the examination board announces the result. If you fail the final examination, you have the opportunity to retake the examination twice. The examination fees due will be paid by your training company. As an external examination candidate (examination candidate without a training contract with a company), you must pay the examination fees yourself.

Erforderliche Unterlagen

- Vocational training contract (already submitted before the start of training)
- Official photo ID for identification during the examination
- If applicable, "Application for compensation for disadvantages" form
- Depending on the training, further documents required, e.g. (online) application for approval for the "company assignment" or submission of a "report" as documentation of project work

When taking the exam as an external candidate:

- Further documents such as proof of professional experience,
- assessments from employers or certificates

For early admission:

- Proof of above-average performance in vocational school and, if applicable, company

Voraussetzungen

The following requirements apply for admission to the final examination:

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- The agreed training period has been completed
- Proof of training has been submitted
- The prescribed intermediate examination has been passed
- The training contract is entered in the register of vocational training relationships of the competent authority

Early admission to the final examination is a prerequisite:

- Above-average performance at the training company and vocational school

The prerequisite for admission as an external participant is

- Work in the tested occupation for at least one and a half times the duration of the regular training program
- It is credible that you have acquired the so-called professional competence through your professional experience. This can be substantiated by submitting certificates or by other means.

Kosten

Final examinations are subject to a fee. The examination fee is based on the respective fee schedule of the responsible regional authority.

As an examination candidate with a training contract, you do not pay any examination fees. These are paid by the training company.

As an external examination candidate, you pay the examination fee.

Verfahrensablauf

You must plan your participation in a final examination in advance and prepare well. If you have a registered training contract, you may be notified of the upcoming examination in advance by the responsible body. As a rule, your training company will register you for the examination.

- Once you have registered for the exam, the admission requirements will be checked.
- If you are admitted to the final examination, you will

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	<p>receive an invitation to all parts of the examination (written and practical or oral part).</p> <ul style="list-style-type: none"> • At the examination venue, you will need to provide proof of identity and the examination registration form. • You can usually view the preliminary results of the written examination on the website of the relevant authority before taking the oral/practical examination. • If you have taken all parts of the examination, you will usually receive a prompt notification of whether you have passed. <p>Once your overall result has been determined by the examination board, it will be forwarded to the relevant authority. You will receive your examination certificate by post</p>
Bearbeitungsdauer	<p>6 Monat(e)</p> <p>The entire procedure for the final examination, including registration, admission, invitation, conducting all parts of the examination, determining the results and issuing/sending the examination certificate</p> <p>The entire procedure for the final examination, including registration, admission, invitation, conducting all parts of the examination, determining the results and issuing/sending the examination certificate, takes approximately six months.</p>
Frist	<p>The registration deadline for the final examination is approximately four to five months before the written examination date. You can find out the exact registration deadline from your regional office.</p>
weiterführende Informationen	<p>Comprehensive information on vocational training can be found in the brochure "Ausbildung & Beruf, Rechte und Pflichten während der Berufsausbildung" from the Federal Ministry of Education and Research:</p> <p>https://www.bmbf.de/SharedDocs/Publikationen/de/bmbf/3/29340_Ausbildung_und_Beruf.pdf?__blob=publicationFile&v=11</p> <p>https://www.bmbf.de/SharedDocs/Publikationen/de/bmbf/3/29340_Ausbildung_und_Beruf.pdf?__blob=publicationFile&v=11</p>
Hinweise	<p>By passing the final examination, you will achieve an educational qualification at level 4 of the German</p>

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	Qualifications Framework.
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> • Final examination in recognized training occupations according to BBiG Admission • Written final examinations take place nationwide on fixed dates • Regionally responsible body organizes final examination • Admission requirements must be met, differentiation between regular trainees and external examination participants • Voluntary examination board examines and assesses examination performance • Certificates are sent out by the responsible body • Training ends when the examination board announces the result, among other things • A failed final examination can be repeated twice • The training company incurs examination fees for the final examination
Ansprechpunkt	
Zuständige Stelle	
Formulare	<ul style="list-style-type: none"> • Forms: "Registration for final examination" required, for external examination • external examination "Application for external examination admission", for early admission "Application for early admission to the final examination" • Online procedure possible: partially • Written form required: yes • Personal appearance: necessary for the examination, not for registration <p>The regional office responsible will usually provide you with all applications as a download or online procedure on the website.</p>
Ursprungsportal	Apply for admission to the final examination in a training occupation according to BBiG, Zulassung zur Abschlussprüfung in einem Ausbildungsberuf nach BBiG beantragen