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Conduct instructor aptitude test

Heruntergeladen am 29.07.2025

<https://fimportal.de/xzufi-services/734867/L100038>

Modul	Sachverhalt
Leistungsschlüssel	99019015029000
Leistungsbezeichnung I	Conduct instructor aptitude test
Leistungsbezeichnung II	Training of trainers according to AEVO
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	Prüfung (029)
SDG-Informationsbereich	Bildungswesen in einem anderen Mitgliedstaat, einschließlich der frühkindlichen Betreuung, Bildung und Erziehung, der Primar- und Sekundarschulbildung, der Hochschulbildung und der Erwachsenenbildung, Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und Führung eines Unternehmens

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Lagen Portalverbund	Aus-, Weiterbildung und Sachkunde (2030300), Prüfung und Nachweise für Sachkunde und Sicherheit (2120300)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	https://www.gesetze-im-internet.de/ausbeignv_2009/_4.html https://www.gesetze-im-internet.de/bbig_2005/_30.html https://www.gesetze-im-internet.de/ausbeignv_2009/_4.html https://www.gesetze-im-internet.de/bbig_2005/_30.html
Teaser	With the instructor aptitude test, you prove that you are suitable to carry out the vocational training of trainees.
Volltext	<p>As a trainer, you must prove that you have the basic pedagogical, organizational and legal knowledge required for vocational training and that you are familiar with the important training methods.</p> <p>The instructor qualification is indispensable in in-company training and continuing education, and is an important additional qualification in many areas of companies. It is a component of numerous advanced training degrees.</p> <p>You prove this aptitude in an examination. The examination consists of a written and a practical part.</p> <p>In the written part of the examination, you have to work on case-related tasks from all fields of activity. The written examination usually takes three hours. One examination set consists of approx. 70 tasks. This part of the examination is usually held as a PC examination.</p> <p>In the practical part of the exam, you have to work</p>

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through a typical training situation in a role play or presentation and then explain your approach in a technical discussion.

The examination is passed if each part of the examination has been assessed as at least "sufficient". Within an examination procedure, a failed examination can be repeated twice. Credit can be given for a part of the examination that has been passed.

You should prepare well for the exam. There are numerous private providers who offer preparatory courses, for example. However, this is not a legal requirement for registering for the exam.

The examinations take place on fixed dates at the Chamber of Industry and Commerce, Chamber of Crafts and other bodies responsible for vocational training.

Erforderliche Unterlagen

Official photo ID for identification during the examination

Voraussetzungen

Kosten

The examinations are subject to a fee and are based on the fee tariff of the respective competent body and can be viewed on the homepage of the respective body.

Verfahrensablauf

You register for the examination according to the specifications of the respective competent body.

- You will receive an invitation to the examination. The invitation is regarded as confirmation of admission.
- Late registration for the examination is generally subject to an additional administrative surcharge within the scope of the fee tariff.
- On the day of the examination, you must identify yourself by means of the invitation and an identification document.
- As a rule, the practical part of the exam is taken after the written part of the exam.
- After passing the overall examination, you will receive a certificate.

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Bearbeitungsdauer	The entire testing process takes approximately three months.
Frist	
weiterführende Informationen	
Hinweise	
Rechtsbehelf	Are shown on the notices in the procedure (non-passing notice, passing notice, fee notice).
Kurztext	<ul style="list-style-type: none"> • Trainer aptitude test Examination • The instructor aptitude is indispensable for the training permit • Proof of the basic pedagogical, organizational and legal knowledge required for vocational training • The aptitude is proven in an examination • The examination consists of a written and a practical part. • The examination is passed if each part of the examination has been assessed with at least "sufficient". • In the written part of the examination, case-related tasks from all fields of activity must be completed. • As a rule, the examination takes the form of a PC examination. • The examination can be taken at Chambers of Industry and Commerce (IHK), Chambers of Crafts (HWK) or other bodies responsible for vocational training.
Ansprechpunkt	<p>Contact the relevant chamber. This can be, for example</p> <ul style="list-style-type: none"> • the Chamber of Skilled Crafts for vocational training in occupations covered by the Crafts Code, • the Chamber of Industry and Commerce for vocational training in non-trade occupations, • the Thuringian State Institute for Agriculture for vocational training in occupations in agriculture and home economics, • the Chamber of Lawyers, the Chamber of Patent Attorneys, the Chamber of Notaries and the Chamber of Notaries for vocational training in legal professions, • the Chamber of Auditors and the Chamber of Tax

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Consultants for the vocational training of professionals in the field of auditing and tax consultancy,
 • the Chambers of Physicians, Dentists, Veterinarians and Pharmacists for the vocational training of health care professionals.

Further responsibilities, for example for bodies in the area of public law as well as churches and other religious communities, are regulated in BBiG § 72 to 75.

If there are no chambers for individual occupational areas, the state law already lays down regulations concerning their competence. In addition, chambers may agree among themselves on a special allocation of tasks with the approval of the competent supreme federal or state authority.

Zuständige Stelle

Formulare

- Form: Application for instructor aptitude test
- Online procedure: Online registration partially possible
- Personal appearance required: yes, for the examination
- Written form requirement: no

Ursprungsportal

Ausbildereignungsprüfung durchführen, Conduct instructor aptitude test