

99050209001000, 99050209001000

Apply for a driving school license

Heruntergeladen am 18.06.2025

<https://fimportal.de/xzufi-services/101709366/L100041>

Modul	Sachverhalt
Leistungsschlüssel	99050209001000, 99050209001000
Leistungsbezeichnung I	Apply for a driving school license
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Brandenburg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Gewerbe (050)
Verrichtungskennung	Erteilung (001)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und Führung eines Unternehmens
Lagen Portalverbund	
Einheitlicher	

Modul	Sachverhalt
Ansprechpartner	Ja
Fachlich freigegeben am	26.04.2019
Fachlich freigegeben durch	Ministry of Infrastructure and Regional Planning
Handlungsgrundlage	https://www.gesetze-im-internet.de/fahrlg_2018/_26.html https://www.gesetze-im-internet.de/fahrlg_2018/_26.html
Teaser	Opening a driving school / running a driving school
Volltext	<p>Anyone who trains persons who wish to acquire a license to drive motor vehicles (learner drivers) requires a driving instructor license. The driving instructor license is issued upon application in category BE and additionally in categories A, CE and DE. The driving instructor license may only be used together with the driving school license or as part of an employment or training relationship with the owner of a driving school. If several classrooms are operated, a branch office permit must be applied for each additional room. You must apply in person. Representation is not possible.</p>
Erforderliche Unterlagen	<p>If you wish to apply for a driving school license, you must submit a written application to the competent licensing authority, stating the name and address of the future driving school and for which class(es) of motor vehicles you wish to obtain the driving school license. The application must also include</p> <ul style="list-style-type: none"> • identity card or passport with registration certificate • an officially certified copy or photocopy of the driving instructor's license • Documents on the activity as a driving instructor • a certificate from a provider of a driving school management course confirming participation in the course • a declaration as to whether a driving school license has already been issued and by which authority • a true-to-scale plan of the classrooms with details of your equipment • a declaration that the necessary teaching materials are available • a list of the number and type of instruction vehicles.

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You must also apply for a certificate of good conduct of document type OH for submission to the licensing authority in accordance with the provisions of the Federal Central Register Act.

Voraussetzungen

Driving school is a term for a predominantly private school for the acquisition of theoretical and practical knowledge for driving motor vehicles. Driving instructors are state-recognized teachers in accordance with the Driving Instructors Act (FahrIG) and its regulations. They train their pupils, mostly people who wish to acquire a license to drive motor vehicles (learner drivers), in theory and practice in accordance with the learner driver training regulations. The training, in turn, may only take place in a driving school. The driving school must meet certain criteria. During theory lessons, teaching aids must be available in the classrooms for the organization of the lesson and for visualization. The details of the teaching aids prescribed in accordance with § 11 Para. 1 No. 6 FahrIG and § 4 FahrIGDV can be found in the guideline on the equipment of driving schools with teaching aids, which was published in the Verkehrsblatt:

- Minimum age 25 years
- There must be no facts that make him or her appear unreliable to run a driving school.
- There must be no facts that justify the assumption that the applicant is unable to fulfill the obligations under § 16 FahrIG.
- Possession of the driving instructor license for the category for which he or she is applying for the driving school license.
- full-time employment as a driving instructor for at least 2 years as part of an employment relationship with the owner of a driving school
- Participation in a course of at least 70 hours of 45 minutes on driving school business management.
- Availability of the necessary teaching space, the necessary teaching materials and the teaching vehicles required for driving training.

Kosten

The driving school permit, including the permit certificate, is issued for a fee. The following fees are set in accordance with fee number 302.3:
 Issuance of the driving school permit:

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	<ul style="list-style-type: none"> • natural person: 102.00 euros • Legal entity: 153.00 euros Issue of branch office permit: 84.40 euros Extension of branch office permit: 40,90 Euro
Verfahrensablauf	<p>You must apply in writing to the competent licensing authority for a driving school license. The competent local authority is the licensing authority of your place of residence, in the absence of a place of residence that of your place of stay, in the absence of a place of residence and a place of stay that of your planned place of employment. In order to complete the procedure quickly, it is particularly important to submit all the necessary documents to the licensing authority as completely as possible. Information from the central traffic register is provided by the licensing authority. Due to the complexity of the requirements for a driving school permit, it is recommended that you visit the driving license authority in person.</p>
Bearbeitungsdauer	Under certain circumstances, waiting times for the extended certificate of good conduct to be presented to the authorities
Frist	Deadlines must be observed. Please contact the responsible licensing authority.
weiterführende Informationen	https://www.gesetze-im-internet.de/fahrlg_2018/index.html https://www.gesetze-im-internet.de/fahrlg_2018/index.html
Hinweise	<p>The applicant for a driving instructor's license who holds a driving instructor's license issued in another state which entitles him/her to independently train learner drivers in that state, or a certificate issued in another state confirming his/her qualification to independently train learner drivers, shall be granted a driving instructor's license for the class applied for, notwithstanding Section 11(1)(3) to (5) FahrlG, if the requirements for the issue of a driving instructor's license for the corresponding class under this Act and the ordinances issued on the basis of this Act are met. If the previous driving instructor license entitles the holder to train learner drivers on a temporary and occasional basis, a corresponding addendum shall be</p>

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added in accordance with Section 2a (1) sentence 2 FahrIG. If the qualification acquired to date differs from the requirements prescribed in Germany for taking up driving instructor work and if the difference is not compensated for by the knowledge acquired by the applicant as part of his professional experience, the issue of the driving instructor license may be made dependent on participation in an adaptation course or an aptitude test in accordance with Section 2a (2) FahrIG. The same applies to the issue of a driving license for temporary and occasional learner driver training, which can be made dependent on a prior aptitude test in accordance with Section 2a (3) FahrIG if there are significant differences between the applicant's professional qualifications and the training and test required in Germany. The Federal Ministry of Transport and Digital Infrastructure has laid down more detailed requirements for the content and timing of the adaptation period and the conduct of the aptitude test in the Implementing Ordinance to the Driving Instructors Act. According to these regulations, the applicant must complete written exercises and give theoretical and practical test lessons during the adaptation period, which may not exceed three years. The subject of the adaptation period is the special features of German road traffic law and German road traffic conditions as well as German driving instructor law. The adaptation course is conducted by the driving instructor training centers recognized under § 22 of the Driving Instructors Act. Participation in the adaptation course can be replaced by successful participation in an aptitude test. The aptitude test consists of a written and oral examination as well as theoretical and practical driving lessons. The Professional Qualifications Assessment Act does not apply, with the exception of § 17.

- In the case of a legal entity (e.g. GmbH, UG), a legal representative of the legal entity (e.g. managing director of a GmbH or UG) must be appointed as the responsible manager of the training company.
- According to the articles of association, this person must generally have sole power of representation or sole power of representation for the management of the driving school training company and fulfill the above-mentioned personal and factual requirements.

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	<ul style="list-style-type: none"> The responsible management must, according to the circumstances, in particular taking into account the professional obligations, offer the guarantee that the obligations according to § 16 FahrlG are fulfilled.
Rechtsbehelf	
Kurztext	Learner drivers may only be trained in driving schools, for which a permit is required.
Ansprechpunkt	Driving school authority of the driving school's registered office
Zuständige Stelle	Counties and independent cities
Formulare	
Ursprungsportal	Apply for a driving school license, Fahrschulerlaubnis beantragen