

99088035012000, 99088035012000

School certificate issue

Heruntergeladen am 05.07.2025

<https://fimportal.de/xzufi-services/108329606/L100041>

Modul	Sachverhalt
Leistungsschlüssel	99088035012000, 99088035012000
Leistungsbezeichnung I	School certificate issue
Leistungsbezeichnung II	
Typisierung	4 - Land: Regelung
Quellredaktion	Brandenburg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Schulangelegenheiten (088)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Bildungswesen in einem anderen Mitgliedstaat, einschließlich der frühkindlichen Betreuung, Bildung und Erziehung, der Primar- und Sekundarschulbildung, der Hochschulbildung und der Erwachsenenbildung
Lagen Portalverbund	Kinderbetreuung (1020200), Schule (1030100)
Einheitlicher	

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Ansprechpartner	Nein
Fachlich freigegeben am	05.06.2020
Fachlich freigegeben durch	Ministry of Education, Youth and Sport Department 14
Handlungsgrundlage	https://bravors.brandenburg.de/gesetze/bbgschulg https://bravors.brandenburg.de/verordnungen/gv https://bravors.brandenburg.de/verordnungen/sek_i_v https://bravors.brandenburg.de/verordnungen/gostv https://bravors.brandenburg.de/verordnungen/bsv https://bravors.brandenburg.de/verordnungen/zbwv https://bravors.brandenburg.de/verordnungen/nschpv#11 https://bravors.brandenburg.de/verwaltungsvorschriften/vv_zeugnisse https://bravors.brandenburg.de/gesetze/bbgschulg https://bravors.brandenburg.de/verordnungen/gv https://bravors.brandenburg.de/verordnungen/sek_i_v https://bravors.brandenburg.de/verordnungen/gostv https://bravors.brandenburg.de/verordnungen/bsv https://bravors.brandenburg.de/verordnungen/zbwv https://bravors.brandenburg.de/verordnungen/nschpv#11 https://bravors.brandenburg.de/verwaltungsvorschriften/vv_zeugnisse
Teaser	The school report is issued by the responsible school. Certificates are issued automatically at the respective school attended. It is not necessary to apply for a certificate to be produced and issued.
Volltext	<p>Have you completed a school semester, school year or a course of education? You will be issued with the certificate by the school you attended on the day your certificate is issued. If it is a graduation or leaving certificate, you will also receive a certified copy of the certificate.</p> <p>Note: Certificates are issued and handed out automatically at the school you attended. It is not necessary to apply for the first issue.</p>
Erforderliche Unterlagen	
Voraussetzungen	A school relationship and school attendance.

Modul

Sachverhalt

In the state of Brandenburg, a leaving certificate is awarded to anyone who has successfully completed a course of education or passed a final examination and leaves school. Leaving certificates can be considered under certain conditions if the course of education attended has not been successfully completed but the student leaves the school.

Kosten

No costs are incurred for the first issue of the original certificate, the first certified copy for the pupil and for the copy to be placed in the pupil's file, and no administrative fee is charged due to the exemption from school fees in accordance with § 114 BbgSchulG. The fee statutes of the municipal school authorities must take this into account accordingly. Fees may be charged for the issue of further certified copies.

Verfahrensablauf

Report cards are issued automatically at the respective school attended without application, in good time before the report card is issued and are usually issued to the pupils present on the day the report card is issued at the end of the school semester or school year.

If a pupil is not present on the day the report is issued due to leave of absence, illness or other reasons for which he or she is not responsible, the report must be sent to the parents or, if the pupil is of age, to the pupil in a sealed envelope.

Bearbeitungsdauer

The processing time for issuing certificates varies, but the certificates are generally issued by the scheduled issue date. The day the report is issued is generally at the end of the school semester or school year. The certificate is usually filled out, printed, signed and sealed. The process can take from a few days to a few weeks.

Frist

End of school year, end of school semester or leaving date; Certificates are issued on the last teaching day of the class or course in the school semester, after the end of the examinations or immediately after a subsequent examination in accordance with number 6 paragraph 4 VV-Zeugnisse. In justified individual cases, a certificate can also be issued earlier, provided it can

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	be issued in accordance with the educational course regulations. The recipient does not need to observe a deadline for receiving the certificate.
weiterführende Informationen	
Hinweise	Pupils in dual vocational training receive a certificate of completion of the course of education for the school-based part of vocational training from the vocational school or OSZ (general education school) attended and a vocational certificate from the relevant competent authority.
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> - School certificate issue - Issued automatically after school attendance - No application necessary. Leaving and graduation certificates in the state of Brandenburg must be issued automatically together with a certified copy free of charge. - Responsible: school attended or, in exceptional cases, the responsible state education authority
Ansprechpunkt	The respective responsible school
Zuständige Stelle	<p>The respective school at local authority level is responsible for issuing school reports.</p> <p>In exceptional cases (e.g. certain organizational forms of a non-pupil examination), certificates are issued by the responsible state education authority.</p>
Formulare	<p>Personal attendance is usually necessary.</p> <p>Prospective: The modalities for obtaining a digital certificate of completion or leaving certificate have not yet been determined.</p>
Ursprungsportal	Schulzeugnis Ausstellung, School certificate issue