

99400122017000

# Applying for a subsidy in the event of necessary external accommodation of vocational students at vocational schools

Heruntergeladen am 12.07.2025

<https://fimportal.de/xzufi-services/110651877/L100041>

Modul	Sachverhalt
Leistungsschlüssel	99400122017000
Leistungsbezeichnung I	Applying for a subsidy in the event of necessary external accommodation of vocational students at vocational schools
Leistungsbezeichnung II	
Typisierung	4 - Land: Regelung
Quellredaktion	Brandenburg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Förderprogramme (400)

Modul	Sachverhalt
Verrichtungskennung	Bewilligung (017)
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	Berufsausbildung (1030200)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	20.02.2023
Fachlich freigegeben durch	Ministry of Education, Youth and Sport of the State of Brandenburg
Handlungsgrundlage	Guidelines for the granting of allowances to pupils with a vocational training contract in accordance with the Vocational Training Act or the Crafts Code on the costs of accommodation and meals in the event of necessary external accommodation (RL-Accommodation-Catering - RL-UV) of 31 August 2019, amended by administrative regulation of 23 July 2021
Teaser	If, as a vocational student*, you need an overnight stay away from home for the duration of your lessons at the vocational school, you can, under certain conditions, receive financial support for the accommodation and food costs incurred.
Volltext	If, as a vocational student, you need an overnight stay away from home for the duration of your lessons at the vocational school, you can, under certain conditions, receive financial support to cover the accommodation and food costs incurred.
Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• Completed application form (Appendix 1)</li> <li>• confirmed participation in classes in the application form,</li> <li>• the rotation schedule of the vocational school,</li> <li>• the original receipts for the costs of accommodation and meals,</li> <li>• a copy of the training contract</li> </ul> <p>and</p>

**Modul**
**Sachverhalt**

- in the case of applicants with a training institution outside the state of Brandenburg, the rejection notice from the other federal state, as well as an affidavit from the employer stating that the costs for accommodation and meals will not be covered.
- depending on the individual case: Proof of disability  
Copy of the authorisation to attend another subject class  
Proof or explanation of the application for advance payment  
<https://bravors.brandenburg.de/sixcms/media.php/66/2.2%202019%20Ende%20Anlage%20zur%20RL-UV.pdf>  
<https://bravors.brandenburg.de/sixcms/media.php/66/2.2%202019%20Ende%20Anlage%20zur%20RL-UV.pdf>

**Voraussetzungen**

- there is a vocational training contract in accordance with the BBiG or HwO,
  - the vocational school attended and responsible is located in the Land of Brandenburg or in a Land within the Federal Republic of Germany,
  - due to the daily travel time referred to in point 3 (2), accommodation close to a vocational school is used,
- and

- they are required to attend vocational school in the Land of Brandenburg in accordance with § 39 (2) BbgSchulG or are entitled to vocational school in accordance with § 39 (4) sentence 1 BbgSchulG,

or

the place of their habitual residence is in the Land of Brandenburg in accordance with § 9 of the Tax Code, but their place of training is outside the Land of Brandenburg and the Land in which the vocational school is located confirms in writing that it does not grant subsidies for accommodation and meals (notice of refusal).

**Kosten**

none

**Verfahrensablauf**

The support must be applied for at the end of each school semester and will then be approved and paid. The following periods are considered to be school

**Modul**
**Sachverhalt**

semesters (as opposed to school holidays):

- first half of the school year: 01.08. – 31.01.
- second half of the school year: 01.02. – 31.07.

#### Application

- The application must be submitted to the responsible school administration office. For students who are not yet of legal age, the parents submit the application. Before submitting it to the competent authority, you must present it to your vocational school. They will check the data and confirm your presence on the requested days.

#### Payment

- If you are granted the financial support, the payment will be made to the account you specified, cash withdrawals are not possible.
- Advance payments are only possible if you can prove that you are unable to pay the accommodation costs in advance. If you have been granted advance payments, you will have to prove the actual costs incurred retrospectively.

**Bearbeitungsdauer**

depending on the applications: 6-8 weeks

**Frist**

The application should be submitted to the competent authority by the following deadlines: • first half of the school year (01.08. – 31.01.): until 31.03. • second half of the school year (01.02. – 31.07.) to 30.09.

**weiterführende  
Informationen**
**Hinweise**
**Rechtsbehelf**
**Kurztext**

Application for subsidies per school semester at the responsible school administration offices of the state of Brandenburg

**Ansprechpunkt**

Ministry of Education, Youth and Sport of the State of Brandenburg

Modul	Sachverhalt
	Unit 34  Heinrich-Mann-Allee 107  14473 Potsdam
Zuständige Stelle	School administrative offices of the districts and independent cities of the state of Brandenburg <a href="https://service.brandenburg.de/service/de/adressen/weitere-verzeichnisse/verzeichnislste/~schulverwaltungs-aemter">https://service.brandenburg.de/service/de/adressen/weitere-verzeichnisse/verzeichnislste/~schulverwaltungs-aemter</a> <a href="https://service.brandenburg.de/service/de/adressen/weitere-verzeichnisse/verzeichnislste/~schulverwaltungs-aemter">https://service.brandenburg.de/service/de/adressen/weitere-verzeichnisse/verzeichnislste/~schulverwaltungs-aemter</a>
Formulare	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Online procedure possible</li> <li>• Written form requirement</li> </ul> <a href="https://bravors.brandenburg.de/sixcms/media.php/66/2.2%202019%20Ende%20Anlage%20zur%20RL-UV.pdf">https://bravors.brandenburg.de/sixcms/media.php/66/2.2%202019%20Ende%20Anlage%20zur%20RL-UV.pdf</a> <a href="https://afm.brandenburg.de/intelliform/forms/mbjs/ELANZUVER/ELANZUVER/index">https://afm.brandenburg.de/intelliform/forms/mbjs/ELANZUVER/ELANZUVER/index</a> <a href="https://bravors.brandenburg.de/sixcms/media.php/66/2.2%202019%20Ende%20Anlage%20zur%20RL-UV.pdf">https://bravors.brandenburg.de/sixcms/media.php/66/2.2%202019%20Ende%20Anlage%20zur%20RL-UV.pdf</a> <a href="https://afm.brandenburg.de/intelliform/forms/mbjs/ELANZUVER/ELANZUVER/index">https://afm.brandenburg.de/intelliform/forms/mbjs/ELANZUVER/ELANZUVER/index</a>
Ursprungsportal	Zuschuss bei notwendiger auswärtiger Unterbringung von Berufsschülern an Berufsschulen beantragen, Applying for a subsidy in the event of necessary external accommodation of vocational students at vocational schools