

99088013005000, 99088013005000

Request a change to another type of school

Heruntergeladen am 28.06.2025

<https://fimportal.de/xzufi-services/387612286/L100008>

Modul	Sachverhalt
Leistungsschlüssel	99088013005000, 99088013005000
Leistungsbezeichnung I	Request a change to another type of school
Leistungsbezeichnung II	
Typisierung	4 - Land: Regelung
Quellredaktion	Sachsen-Anhalt
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Schulangelegenheiten (088)
Verrichtungskennung	Erlaubnis (005)
SDG-Informationsbereich	
Lagen Portalverbund	Schule (1030100), Kinderbetreuung (1020200)
Einheitlicher Ansprechpartner	Nein

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Fachlich freigegeben am	30.06.2022
Fachlich freigegeben durch	Ministry of Education Saxony-Anhalt
Handlungsgrundlage	https://www.landesrecht.sachsen-anhalt.de/bsst/document/jlr-SchulGST2018V2P18a https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Verordnung_ueber_die_UEbergaenge_zwischen_den_Schulformen_in_der_Sekundarstufe_I.pdf https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Oberstufenverordnung.pdf https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Gemeinschaftsschulverordnung.pdf https://www.landesrecht.sachsen-anhalt.de/bsst/document/jlr-SchulGST2018V2P18a https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Verordnung_ueber_die_UEbergaenge_zwischen_den_Schulformen_in_der_Sekundarstufe_I.pdf https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Oberstufenverordnung.pdf https://mb.sachsen-anhalt.de/fileadmin/Bibliothek/Landesjournal/Bildung_und_Wissenschaft/Verordnungen/Gemeinschaftsschulverordnung.pdf
Teaser	You want to apply for a change of school for your child? Read here what needs to be considered.
Volltext	<p>A change of school form has an influence on your child's educational path and graduation. For example, it is possible to switch from secondary school to grammar school or from primary school to secondary school.</p> <p>According to the School Act, in addition to the primary school, there is the secondary school, the comprehensive school, the community school, the grammar school and the special school.</p> <p>Your child will receive a school career recommendation in the 4th grade of primary school. The school career</p>

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recommendation is a recommendation as to which type of school your child should attend from the 5th grade.

This school career recommendation is not binding. You can also enroll your child in another type of school.

If your child attends secondary school, your child can change school or education in grades 6 to 9. This may also be possible in grade 10. Secondary schools are

- secondary school,
- the comprehensive school,
- the community school,
- the Gymnasium.

If your child is diagnosed with special educational needs, you decide whether your child will move to a special school or remain at the primary or secondary general education school.

Erforderliche Unterlagen

When moving to a special school, the following documents are required:

- special education report (cooperation between school and school authority)

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If you are moving from another federal state, the following documents are required:

- Certificates (of the last two school years or the last 4 school semesters)
- Transitional entitlement (e.g. for changing school forms or for entering the upper secondary school)
- unless it is apparent from the certificates submitted: Already acquired degrees (intermediate school leaving certificate, school part of the Fachhochschulreife)
- Necessary information: Desired type of school and desired school year as far as not apparent from the

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	<p>submitted certificates Foreign languages (start of foreign language teaching, foreign language sequence)</p> <ul style="list-style-type: none"> • Other: special funding requirements
Voraussetzungen	<ul style="list-style-type: none"> • Parents' application • Resolution of the Class Conference <p>This does not apply when switching from primary school to secondary school.</p> <ul style="list-style-type: none"> • In the case of a change to a grammar school course, corresponding proof of achievement is required.
Kosten	none
Verfahrensablauf	<p>Change to a special school:</p> <ul style="list-style-type: none"> • You or the general education school can submit an informal application for a change of school. <p>Change from primary school to secondary school:</p> <ul style="list-style-type: none"> • is done automatically • In the 4th grade, students receive a non-binding school career recommendation for the choice of further education from the 5th grade. <p>Change to another course of education:</p> <ul style="list-style-type: none"> • You can submit an informal application for a change of school form from grade 6 onwards. • The receiving and outgoing schools work together during the transition. • The class conference of the transferring school prepares a recommendation as to whether successful participation is to be expected in the event of a transition. • You will receive comprehensive advice on this. • For the transition to the Gymnasium, the Gymnasium facilitates the transition through appropriate support measures.
Bearbeitungsdauer	
Frist	For the change within the secondary schools, you usually have to submit the applications in the course of

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the 2nd half of the year, at the latest 6 weeks before the issue of the annual certificates.

weiterführende Informationen

Hinweise

Rechtsbehelf

Kurztext

- Change to another type of school Permit
- A change of school form has an influence on the educational path and the completion of the child. For example, it is possible to switch from secondary school to grammar school or from primary school to secondary school.
- Change to a special school: Informal application for a change of school must be submitted.
- Change from primary school to secondary school: is done automatically In the 4th grade, students receive a non-binding school career recommendation for the choice of further education from the 5th grade.
- Change to another course of education: Informal application for a change of school form from grade 6 onwards can be submitted. The receiving and outgoing schools work together during the transition. The class conference of the transferring school prepares a recommendation as to whether successful participation is to be expected in the event of a transition. Comprehensive advice is provided. For the transition to the Gymnasium, the Gymnasium facilitates the transition through appropriate support measures.
- Responsible: the school currently attended, if necessary the Landesschulamt.

Ansprechpunkt

Please contact the currently attended school, if necessary the State Education Office.
<https://landesschulamt.sachsen-anhalt.de/behoerde/aufgaben-referatsleitung/allgemein-und-berufsbildende-schulen-und-schulpsychologische-beratung/>
<https://landesschulamt.sachsen-anhalt.de/behoerde/aufgaben-referatsleitung/allgemein-und-berufsbildende-schulen-und-schulpsychologische-beratung/>

Zuständige Stelle

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Formulare	<p>Written form required: Yes</p> <p>Informal application possible: Yes</p> <p>Personal appearance necessary: No</p>
Ursprungsportal	Request a change to another type of school, Wechsel in eine andere Schulform beantragen