

99019015104000, 99019015104000

# Instructor aptitude test registration

Heruntergeladen am 23.06.2025

<https://fimportal.de/xzufi-services/414047278/L100008>

| Modul                     | Sachverhalt   |
|---------------------------|---|
| Leistungsschlüssel        | 99019015104000, 99019015104000  |
| Leistungsbezeichnung I    | Instructor aptitude test registration   |
| Leistungsbezeichnung II   |   |
| Typisierung               | 2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug  |
| Quellredaktion            | Sachsen-Anhalt  |
| Freigabestatus Katalog    | unbestimmter Freigabestatus   |
| Freigabestatus Bibliothek | fachlich freigegeben (silber)   |
| Begriffe im Kontext       |   |
| Leistungstyp              | Leistungsobjekt mit Verrichtung   |
| Leistungsgruppierung      | Berufsbildung (019)   |
| Verrichtungskennung       | Anmeldung (104)   |
| 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       | Prüfung und Nachweise für Sachkunde und Sicherheit (2120300), Aus-, Weiterbildung und Sachkunde   |

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|                               | (2030300)  |
| Einheitlicher Ansprechpartner | Nein   |
| Fachlich freigegeben am       | 14.08.2024   |
| Fachlich freigegeben durch    | Ministry of Economy, Tourism, Agriculture and Forestry of the State of Saxony-Anhalt   |
| Handlungsgrundlage            | <a href="https://www.gesetze-im-internet.de/ausbeignv_2009/__4.html">https://www.gesetze-im-internet.de/ausbeignv_2009/__4.html</a><br><a href="https://www.gesetze-im-internet.de/ausbeignv_2009/__4.html">https://www.gesetze-im-internet.de/ausbeignv_2009/__4.html</a>   |
| Teaser                        | If you want to work as a trainer, you must pass an aptitude test.  |
| Volltext                      | <p>To be able to work as a trainer, you must have the necessary vocational and educational skills. You can provide the necessary proof by taking an aptitude test.</p> <p>The examination consists of a written and a practical part.</p> <p>In the written part of the exam, you must complete case-related tasks from all fields of activity. The written exam lasts 3 hours.</p> <p>In the practical part of the examination, you must work on a typical training situation in a presentation or role play and then explain your approach in a technical discussion. This part of the examination lasts a maximum of 30 minutes. The presentation (or role play) lasts 15 minutes.</p> <p>In the areas of agriculture and home economics, the practical part can last up to 60 minutes.</p> <p>Participation in a preparatory course is not a legal requirement for registering for the examination.</p> <p>You have passed the examination if you achieve at least an "adequate" in each part of the examination. You can repeat each part of the exam twice. If you have passed the other part of the examination, you do not</p> |

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have to repeat it. This applies if you apply to retake the exam within 2 years.

You can apply to be exempted from the obligation to provide proof. You will be exempt from the obligation to provide proof if you can prove your suitability in another way. Please contact the relevant office before starting your training.

This applies to all training occupations under the Vocational Training Act, with the exception of the liberal professions. The liberal professions include, for example

- Medical assistant or medical assistant
- Pharmaceutical and commercial clerk or pharmaceutical and commercial clerk
- Assistant tax consultant or assistant tax consultant
- Legal assistant or paralegal

Alternatively, you can also acquire the trainer qualification as part of numerous further training courses.

**Erforderliche Unterlagen**

- For registration: No documents required
- For the exam: Official photo ID for identification purposes

**Voraussetzungen**

No admission requirements

**Kosten**

Subject to a fee. Depends on the fee schedule of the responsible office. Late registration for the examination may result in an administrative surcharge.

**Verfahrensablauf**

If you want to register for the trainer aptitude test:

- You register for the examination in accordance with the requirements of the relevant competent authority.
- You will receive an invitation to the examination. The invitation serves as confirmation of admission.
- On the day of the examination, you must identify yourself using the invitation and an identification document.
- As a rule, the practical part of the examination is taken after the written part of the examination.

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|                              | Once you have passed the overall examination, you will receive a certificate.  |
| Bearbeitungsdauer            | The entire examination procedure takes a few weeks.  |
| Frist                        | Repeating the examination: If you only have to repeat one part of the examination, you must register the repeat examination within 2 years. The deadline begins on the day you are notified that you have failed. If you do not meet the deadline, you will have to retake both parts of the examination.  |
| weiterführende Informationen |  |
| Hinweise                     | There are no indications or special features.  |
| Rechtsbehelf                 |  |
| Kurztext                     | <ul style="list-style-type: none"> <li>• Instructor aptitude test registration</li> <li>• Must be passed for training authorization</li> <li>• Written and practical part Case-related tasks in the written part Presentation or role play in the practical part</li> <li>• Both parts must be passed with at least "sufficient" 2 repetitions of the examination parts possible Crediting of passed examination parts possible</li> <li>• Responsible: usually one responsible chamber</li> </ul> <p>Exception: otherwise determined by the state or federal government Exception: training has taken place in the public service sector or in religious communities under public law</p> |
| Ansprechpunkt                | <p>Contact the chamber responsible for your vocational training. This can be</p> <ul style="list-style-type: none"> <li>• the Chamber of Industry and Commerce for vocational training in non-trade professions,</li> <li>• the Chamber of Skilled Crafts for vocational training in professions under the Crafts Code,</li> <li>• the Chamber of Agriculture for vocational training in agricultural and rural domestic professions</li> <li>• the Chamber of Lawyers, Patent Attorneys and Notaries as well as the Notary's Office for the vocational training of specialists in the field of law,</li> <li>• the Chamber of Auditors and the Chamber of Tax</li> </ul>                  |

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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 healthcare professionals.

There are other competent bodies, for example for bodies in the area of public law and the churches.

The responsible chambers in Saxony-Anhalt are

- the Chamber of Crafts and Trades for vocational training in occupations under the Crafts and Trades Code,
- the Chamber of Industry and Commerce for vocational training in non-trade occupations and
- the State Administration Office for vocational training in agricultural and domestic professions.

## Zuständige Stelle

## Formulare

## Ursprungsportal

Ausbildereignungsprüfung Anmeldung, Instructor aptitude test registration