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# Obtain a certificate to pre-qualify for career advancement funding assistance under the German Upgrading Training Assistance Act (Aufstiegs-BAföG, AFBG)

Heruntergeladen am 30.06.2025

<https://fimportal.de/xzufi-services/305758526/L100012>

Modul	Sachverhalt
Leistungsschlüssel	99019051008000, 99019051008000
Leistungsbezeichnung I	Obtain a certificate to pre-qualify for career advancement funding assistance under the German Upgrading Training Assistance Act (Aufstiegs-BAföG, AFBG)
Leistungsbezeichnung II	Obtain a certificate to pre-qualify for career advancement funding assistance under the German Upgrading Training Assistance Act (Aufstiegs-BAföG, AFBG)
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Schleswig-Holstein
Freigabestatus Katalog	fachlich freigegeben (gold)

Modul	Sachverhalt
Freigabestatus Bibliothek	fachlich freigegeben (silber)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Berufsbildung (019)
Verrichtungskennung	Bestätigung (008)
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	Weiterbildung (1040100)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	16.11.2020
Fachlich freigegeben durch	Deutscher Industrie- und Handelskammertag
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/afbg/_9.html">https://www.gesetze-im-internet.de/afbg/_9.html</a> <a href="https://www.gesetze-im-internet.de/afbg/_9.html">https://www.gesetze-im-internet.de/afbg/_9.html</a>
Teaser	To be eligible for the Meister-BAföG funding for upgrading training, you must demonstrate your pre-qualification.
Volltext	<p>One document you must submit for this funding is known as 'Form Z'. This form must certify either that you satisfy the field-related admission requirements for the examination or that you can meet these requirements by the time of the examination. The authority responsible for this certification is the authority that also approves the final examination for the degree or qualification you intend to complete. Depending on the degree or qualification involved, this may be, for example, the Chamber of Commerce and Industry (IHK) or the Chamber of Skilled Crafts (HWK).</p> <p>Typically, you can qualify either by completing initial vocational training and/or through practical career experience. Whether you have dropped out of your studies, have career experience or hold a Bachelor's</p>

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	<p>degree, you can demonstrate the necessary pre-qualification. The exact requirements are set forth in the examination regulations that govern completion of the relevant advanced training.</p> <p>Confirmation of your pre-qualification qualifies you to apply for the Meister-BAföG funding for upgrading training. Depending on the German federal state in question, BAföG offices or other authorities are responsible for issuing this confirmation.</p>
Erforderliche Unterlagen	<p>Evidence of fulfilment of admission requirements:</p> <ul style="list-style-type: none"> <li>• Completion of training</li> <li>• Possibly other evidence, such as proof of employment and letters of reference</li> </ul>
Voraussetzungen	<p>Fulfilment of the requirements for admission to the desired advanced-training examination:</p> <ul style="list-style-type: none"> <li>• Training in a recognised training occupation or a comparable professional qualification</li> <li>• Holders of a Bachelor's degree, persons who dropped out of tertiary study and students completing university entry qualifications ( or equivalent) with career experience can also be qualified</li> </ul>
Kosten	As a rule, no costs apply to complete Form Z.
Verfahrensablauf	<p>Documented confirmation of pre-qualification is one of the requirements that you must provide when applying for funding assistance.</p> <ul style="list-style-type: none"> <li>• Before applying for training assistance, you apply for confirmation of prequalification through the authority responsible for your degree or qualification.</li> <li>• You will send Form Z of the blanket application along with proof of your prequalification.</li> <li>• The competent authority will check your prequalification.</li> <li>• You will receive the completed Appendix Z by post.</li> <li>• Once your pre-qualification is confirmed, you may proceed to apply for the actual funding.</li> </ul>
Bearbeitungsdauer	A few days if the documents are complete

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Frist	No statutory deadlines
weiterführende Informationen	Further information about the German Upgrading Training Assistance Act can be found at <a href="https://www.aufstiegs-bafoeg.de/">https://www.aufstiegs-bafoeg.de/</a> .
Hinweise	The procedure can only be carried out in German.
Rechtsbehelf	No legal remedy
Kurztext	<ul style="list-style-type: none"> <li>• Assistance is available for persons seeking qualifications for completion of advanced vocational training (for example as a master craftsman (), industry specialist (), Master Professional)</li> <li>• To qualify for this assistance, you must meet the requirements for examination admission as set forth in the regulations for advanced training or for admission to the desired advanced her training in a vocational school (prequalification)</li> <li>• Before an application for the MeisterBAföG funding for upgrading training is submitted, this pre-qualification is confirmed by the authority responsible for the examination, such as the Chamber of Commerce and Industry (, IHK) or the Chamber of Skilled Crafts (, HWK)</li> </ul>
Ansprechpunkt	
Zuständige Stelle	
Formulare	<ul style="list-style-type: none"> <li>• Forms: Form Z of the application for MeisterBAföG funding for upgrading training assistance under the German Federal Training Assistance Act</li> <li>• Online procedures available: No</li> <li>• Written form requirement as per German Civil Code Art.126: Yes</li> <li>• Appearance in person required: No.</li> </ul>
Ursprungsportal	Obtain a certificate to pre-qualify for career advancement funding assistance under the German Upgrading Training Assistance Act (Aufstiegs-BAföG, AFBG), Vorqualifikation für Aufstiegs-BAföG bescheinigen