

99107022012000, 99107022012000

# Apply for a certificate of eligibility for housing

Heruntergeladen am 27.06.2025

<https://fimportal.de/xzufi-services/355530/L100038>

Modul	Sachverhalt
Leistungsschlüssel	99107022012000, 99107022012000
Leistungsbezeichnung I	Apply for a certificate of eligibility for housing
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Thüringen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Sozialleistungen (107)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Rechte und Pflichten im Bereich der sozialen Sicherheit in der Union, auch im Zusammenhang mit Renten
Lagen Portalverbund	Existenzsicherung und staatliche Unterstützung (1140100), Wohnen und Umzug (1050200)

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	29.01.2021
Fachlich freigegeben durch	Thuringian Ministry for Infrastructure and Agriculture Housing construction/housing promotion division
Handlungsgrundlage	<a href="https://landesrecht.thueringen.de/bsth/document/jlr-WoFGTHpP19">https://landesrecht.thueringen.de/bsth/document/jlr-WoFGTHpP19</a> <a href="https://landesrecht.thueringen.de/bsth/document/VVTH-VVTH000010600">https://landesrecht.thueringen.de/bsth/document/VVTH-VVTH000010600</a> <a href="https://landesrecht.thueringen.de/bsth/document/jlr-WoFGTHpP19">https://landesrecht.thueringen.de/bsth/document/jlr-WoFGTHpP19</a> <a href="https://landesrecht.thueringen.de/bsth/document/VVTH-VVTH000010600">https://landesrecht.thueringen.de/bsth/document/VVTH-VVTH000010600</a>
Teaser	If you would like to move into social housing, you first need a certificate of eligibility for housing. You must apply for this at the relevant office.
Volltext	<p>If you would like to move into social housing, you first need a certificate of eligibility.</p> <p>This entitles you to move into social housing, but the certificate of eligibility does not allocate you an apartment.</p> <p>A social apartment is an apartment that has been subsidized with state funds (in the case of new construction or modernization).</p> <p>In order to obtain a certificate of eligibility, you must submit an application. Your details will be checked during the subsequent application processing. If you meet the requirements, you will receive a certificate of eligibility. You can read about the requirements in § 19 of the Thuringian Housing Assistance Act.</p> <p>The housing entitlement certificate is issued for one year. If you are unable to rent social housing within this one year, you must apply for a new certificate of eligibility.</p> <p>Only housing entitlement certificates issued in</p>

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	<p>Thuringia are valid for occupancy of social housing in Thuringia.</p> <p>If you have received a certificate of eligibility, please present it to the landlord at the latest when signing the rental agreement.</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• Identity card or passport,</li> <li>• Marriage certificate (only young married couples),</li> <li>• Proof of income (e.g. salary certificate, short-time working allowance, pensions, maintenance/advance maintenance payments),</li> <li>• birth certificate(s) if applicable,</li> <li>• certificate of severe disability,</li> <li>• Proof of pregnancy (e.g. maternity pass),</li> <li>• certificates, expert opinions, etc.,</li> <li>• School certificate from the age of 16,</li> <li>• Certificate of enrollment,</li> <li>• written consent of the legal representative, if applicable</li> </ul>
Voraussetzungen	<ul style="list-style-type: none"> <li>• residence in Germany is not only temporary,</li> <li>• the home is the center of your living arrangements for at least one year (from the date of application)</li> <li>• the relevant income limits must not be exceeded,</li> <li>• there must be only one place of residence</li> </ul>
Kosten	<p>A fee is charged for the issue of the housing entitlement certificate.</p> <p>The amount of the fee is based on the Thuringian Administrative Costs Ordinance for the business area of the TMIL. Currently, the fee per certificate is between €10 and €25.</p> <p>Payment method: bank transfer.</p>
Verfahrensablauf	<p>The application for a housing entitlement certificate must be completed in full and submitted by the applicant with all documents to the relevant responsible office.</p> <p>The responsible authorities are the administrative districts, independent cities and the cities of Gotha, Ilmenau, Rudolstadt, Saalfeld and Sondershausen.</p>

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The responsible office will process the application. If not all the required documents are available, the applicant will be asked to submit them later. If, as a result of the application review, the requirements according to § 19 ThürWoFG are met, a certificate of eligibility for housing will be issued.

If the application is rejected, the applicant can lodge a complaint with the competent administrative court.

The applicant must hand over the certificate of eligibility for housing to the landlord concerned at the latest when the tenancy agreement is concluded. The landlord notifies the competent authority if he has let a social housing unit to a person seeking accommodation and submits his certificate of eligibility for housing including a notification of transfer to the competent authority.

**Bearbeitungsdauer**
**Frist**

Appeal: one month

**weiterführende  
Informationen**
**Hinweise**

Further information is available on the website of the Thuringian Ministry of Infrastructure and Agriculture and from the Thüringer Aufbaubank (TAB):  
<https://infrastruktur-landwirtschaft.thueringen.de/unser-themen/bau/sozialer-wohnungsbau-in-thueringen>  
<https://www.aufbaubank.de/Privatpersonen/Wohnberechtigungsschein-beantragen%20>  
<https://infrastruktur-landwirtschaft.thueringen.de/unser-themen/bau/sozialer-wohnungsbau-in-thueringen>  
<https://www.aufbaubank.de/Privatpersonen/Wohnberechtigungsschein-beantragen%20>

**Rechtsbehelf**

If your application for a housing entitlement certificate is rejected, you can lodge a complaint with the relevant administrative court.

**Kurztext**

- Issuing a certificate of eligibility for housing
- You must apply for a certificate of eligibility for housing.
- The housing entitlement certificate is issued for one

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	<p>year. If no social housing has been rented within this year, the housing entitlement certificate must be applied for again.</p> <ul style="list-style-type: none"> <li>• Only housing entitlement certificates issued in Thuringia are valid for occupancy of social housing in Thuringia.</li> <li>• Fees are charged for the issue of the housing entitlement certificate.</li> <li>• Responsible: The districts, independent cities and the cities of Gotha, Ilmenau, Rudolstadt, Saalfeld and Sondershausen.</li> </ul>
Ansprechpunkt	Housing entitlement certificates are issued by the relevant authorities.
Zuständige Stelle	the administrative districts, independent cities and the cities of Gotha, Ilmenau, Rudolstadt, Saalfeld and Sondershausen.
Formulare	<p>You can obtain the housing entitlement certificate from the district office, the independent towns and the towns of Gotha, Ilmenau, Rudolstadt, Saalfeld and Sondershausen.</p> <p><a href="https://thformular.thueringen.de/buerger/?s=Wohnberechtigungsschein#forms">https://thformular.thueringen.de/buerger/?s=Wohnberechtigungsschein#forms</a></p> <p><a href="https://thformular.thueringen.de/buerger/?s=Wohnberechtigungsschein#forms">https://thformular.thueringen.de/buerger/?s=Wohnberechtigungsschein#forms</a></p>
Ursprungsportal	Wohnberechtigungsschein beantragen, Apply for a certificate of eligibility for housing