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# Advise and support training companies and trainees

Heruntergeladen am 24.06.2025

<https://fimportal.de/xzufi-services/108559432/L100041>

Modul	Sachverhalt
Leistungsschlüssel	99019023077000, 99019023077000
Leistungsbezeichnung I	Advise and support training companies and trainees
Leistungsbezeichnung II	Advise and support training companies and trainees
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Brandenburg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (silber)
Begriffe im Kontext	Retraining, Conflict during training, Vocational training advisory service, Preparation for vocational training, Vocational training, Retraining advisory service, Mediation proceedings, Period of training abroad, Training, Training advisory service, Problems during training, ERASMUS for trainees, Pre-vocational education and training schemes, Training employer Trainees, Trainee abroad
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Berufsbildung (019)

Modul	Sachverhalt
Verrichtungskennung	Beratung und Unterstützung (077)
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), Aus-, Weiterbildung und Sachkunde (2030300)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	15.10.2020
Fachlich freigegeben durch	Association of German Chambers of Industry and Commerce
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/bbig_2005/_76.html">https://www.gesetze-im-internet.de/bbig_2005/_76.html</a> <a href="https://www.gesetze-im-internet.de/bbig_2005/_76.html">https://www.gesetze-im-internet.de/bbig_2005/_76.html</a>
Teaser	The chambers promote the implementation of vocational training preparation, vocational training and vocational retraining by advising all those involved.
Volltext	<p>As training companies, retraining institutions and providers of vocational training preparation measures as well as trainees, retrainees and participants in vocational training preparation, you will receive advice and support there.</p> <p>For example, in the event of conflicts between trainees and companies, questions about measures to prepare trainees or opportunities for stays abroad you can contact the office responsible for your training. Depending on the profession and region, this may be the Chamber of Industry and Commerce or another chamber.</p> <p>As a company, retraining institution and provider of vocational training preparation, you provide the advisors with all the necessary information and documents and also grant them access to the training facilities.</p>

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	<p>If you would like to do part of your vocational training abroad, the chamber will advise you on this. If you would like to go abroad for more than eight weeks, the training company and the chamber will agree a separate training plan.</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• Possible depending on the type of advice, please contact your responsible office for more details</li> </ul>
Voraussetzungen	
Kosten	As a rule, there are no fees for the consultation.
Verfahrensablauf	<p>You should speak directly to the advisor at the relevant office if you have any questions or uncertainties regarding training, retraining or vocational preparation measures:</p> <ul style="list-style-type: none"> <li>• The advisor will arrange an appointment with you for an initial consultation.</li> <li>• A detailed consultation is then usually held at your training center as soon as possible.</li> <li>• If the advisor determines that further interviews, site visits, documents or evidence are required, a next appointment will be arranged with you as soon as possible.</li> <li>• Alternatively, the consultant can also arrange for you to remain in contact by telephone, e-mail or in writing.</li> </ul> <p>Once all open questions have been clarified from your point of view and according to the consultant, the procedure is completed.</p>
Bearbeitungsdauer	<ul style="list-style-type: none"> <li>• The procedure usually takes between three and 30 days</li> <li>• If the advisor requires additional on-site appointments, documents or evidence from the company/retraining institution/vocational preparation provider to clarify questions, the time will be extended accordingly</li> </ul>
Frist	<ul style="list-style-type: none"> <li>• As specified by the responsible body</li> </ul>
weiterführende Informationen	Further information can be found on the homepage of the responsible office or can be obtained from the training advice service there.

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Hinweise	
Rechtsbehelf	<ul style="list-style-type: none"> <li>• Objection</li> <li>• Detailed information on how to lodge an objection can be found in the notification of your application.</li> <li>• Administrative court action</li> </ul>
Kurztext	<ul style="list-style-type: none"> <li>• The competent bodies promote and monitor the implementation of vocational training preparation, vocational training and vocational retraining by advising all those involved</li> <li>• They also promote stays abroad by trainees</li> <li>• Depending on the region and occupation, the competent bodies are, for example, chambers of industry and commerce, chambers of crafts, chambers of agriculture or other chambers</li> </ul>
Ansprechpunkt	
Zuständige Stelle	
Formulare	<ul style="list-style-type: none"> <li>• Forms: depending on the type of consultation, not for registration</li> <li>• Online procedure possible: no</li> <li>• Written form required: no</li> <li>• Personal appearance required: depending on the type of consultation</li> </ul>
Ursprungsportal	Advise and support training companies and trainees, Ausbildungsbetriebe und Auszubildende beraten und unterstützen