

# Your recognition procedure as Teacher (m/f) in Magdeburg, Saxony-Anhalt

## What I know already

- The profession of Teacher (m/f) is **regulated** in Saxony-Anhalt.
- Recognition is necessary in order to be able to work in the profession in Germany.
- This profession in Germany is regulated by the federal states. This means the regulations may differ each federal state.

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## Quick-Info

### Name of the procedure

This procedure is called: Recognition of a professional qualification as a teacher obtained abroad for working in the federal state of Saxony Anhalt (in German "Anerkennung im Ausland erworbener Berufsqualifikationen als Lehrerin oder Lehrer für eine Tätigkeit im Land Sachsen-Anhalt").

### Requirements for recognition

In Saxony-Anhalt the following generally applies: Teacher training consists of two parts:

1. A teaching degree including at least two subjects. The degree concludes with the First State Examination or a Master of Education.
2. Practical pedagogical training This training concludes with the Second State Examination. The practical training is also referred to as teaching practice (Vorbereitungsdienst, Referendariat).

This requirement applies to recognition as a teacher in Saxony-Anhalt:

- Equivalence of your professional qualification, at least one subject must be equivalent.

**Please note**, to work as a teacher, you usually need to provide evidence of your knowledge of German, personal aptitude, and medical fitness. Your employer will check personal aptitude and medical fitness upon your appointment at the latest.

### Knowledge of German

## The competent authority

### Landesinstitut für Schulqualität und Lehrerbildung Sachsen- Anhalt (Landesprüfungsamt für Lehrämter)

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06110 Halle (Saale)

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[Infopage of the competent authority](#)

### Your contact

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- You need knowledge of German at least at **level C2** of the Common European Reference Framework for languages.
- You are not required to provide a language certificate when applying. You can provide evidence of knowledge of German at a later point in time. This means, before the start of a compensation measure or when being appointed as a teacher.
- For a compensation measure, you first of all need knowledge of German at language level C1. However, following the compensation measure you must demonstrate language level C2.

## Duration

- **One month** at the latest following receipt of your application by the competent authority: The competent authority will notify you of receipt of the documents. They will inform you if documents are missing. The procedure begins when the documents are complete.
- After **3 months** at the latest you will receive notice containing the result. In specific cases the competent authority may extend the procedure.

## Costs

- Recognition procedure: maximum **€300**
- There may be additional costs, e.g. for certifications or compensation measures
- **Information about financial support**

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## Documents for my application

### Overview

- Application form from the competent authority
- Proof of identity (e.g. passport or personal identification)
- Marriage certificate (if your name has changed through marriage)
- Curriculum vitae
- Evidence of your professional qualification (e.g. certificates, certificate of entitlement)
- Evidence of your professional experience in this profession (e.g. employment references)
- Evidence of your other qualifications (e.g. continuing vocational training, seminars)
- You will be required to provide evidence that you are permitted to work in your country of training
- Information about an application for recognition already submitted. In this case state to which authority you applied.
- Evidence of the content and duration of your training (e.g. diploma supplement, transcript of records, Examination regulation)

You do not submit these documents until later (in case of a compensation measure or shortly before being appointed as a teacher):

- Evidence of your knowledge of German: language certificate
- Evidence of your personal aptitude: Certificate of good conduct from Germany **or** your country of origin (e.g. criminal record extract, certificate of good standing).
- Evidence of your medical fitness: doctor's certificate **or** written declaration

**Landesinstitut für Schulqualität und Lehrerbildung Sachsen-Anhalt  
(Landesprüfungsamt für Lehrämter)**

- **Application form - in German (20.07.2020)**

## Translations and certifications

The competent authority will inform you as to which documents you must produce as originals or submit as copies. Some copies must be officially certified. We recommend that you do not send originals by post.

You must submit your documents **in German**. Sworn or authorised translators must prepare the translations.

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## My steps to recognition

I apply to the competent authority. How does this work?

You may also apply if you are not yet living in Germany.

- You can send the application **by post** to the **competent authority**. Do not send originals.
- You may be able to send the application **via email**. Ask your **competent authority** before you do. Later on in the recognition procedure, you may be required to submit original copies or certified copies of the documents.
- You are sometimes able to apply **online**. Later on in the recognition procedure, you may be required to submit original copies or certified copies of the documents. Use the federal state internet portal for the online application. You will then leave our information page.

**To the internet portal Saxony-Anhalt**

The competent authority is processing my application. What does

that mean?

The competent authority receives the application. After one month at the latest, it will confirm that the application has arrived. Once the competent authority has received all the documents from you, it processes your application.

The competent authority carries out an equivalence assessment: It compares your professional qualification with the German professional qualification. As part of this, the competent authority takes into account your professional experience, other certificates and other qualifications. Following this, the competent authority will check further requirements for appointment as a teacher to the teaching profession. This includes, e.g. knowledge of German.

**Please note:** You can also only have your professional qualification compared against the German teaching degree qualification (First State Examination or Master of Education). If your professional qualification is equivalent to the First State Examination, then admission to teaching practice or a lateral entry is possible.

The procedure takes a maximum of **3 months**. In specific cases the competent authority may extend the procedure. At the end, the competent authority sends you a detailed notice containing the result.

The competent authority informs me of the result in a notice. What are the possible outcomes?

### **Outcome: Recognition**

Your professional qualification and the German professional qualification are equivalent. You also meet all further requirements. Your professional is **recognised**.

You receive the so-called qualified teacher status for the area of the teaching profession you applied for. Professionally you have **the same rights** as a person with the German professional qualification.

### **Outcome: No recognition because the professional qualification is not equivalent.**

There are substantial differences between your professional qualification and the German professional qualification. You are not able to compensate for these differences with your professional experience and other knowledge of the profession. Your professional qualification is therefore **not equivalent** to the German professional qualification.

In most cases you are able to complete a compensation measure. This allows you to compensate for the substantial differences.

### **Outcome: No recognition because you do not meet all the requirements.**

Your professional qualification is equivalent. However, you do **not meet all the other requirements** to work as a teacher. You may be required to demonstrate, for example, that you have knowledge of German at **language level C2**. The competent authority will inform you.

You are able to take legal action against the decision of the competent authority. Details on this procedure can be found in the **legal redress advice** (German: "Rechtsbehelfsbelehrung") at the end of your notice. We recommend that you speak to a counselling centre first before challenging the decision or taking legal action.

I receive no recognition. What can I do?

## Compensation measures

If your professional qualification is **not** equivalent you can complete a compensation measure. A compensation measure allows you to compensate for substantial differences. Substantial differences are listed in your notice.

There are a range of compensation measures:

- Adaptation period: Work as a teacher and perhaps attend additional training e.g. teaching courses at the university or institute of higher education.
- Aptitude test: Demonstration lessons, written and oral examination for each subject

You can choose between an adaptation period or an aptitude test.

You need **German language skills** for the adaptation period. Before starting the adaptation period, you must prove that you have at least level C1 language skills.

If you successfully complete the compensation measure, you receive a certificate.

You submit this certificate to the competent authority. The competent authority checks the certificate and all other requirements (e.g. knowledge of German). If you meet all requirements, your professional qualification is **recognised**.

Professionally, you then have **the same rights** as a person with the German professional qualification.

Do you come from a third country? You are permitted to enter Germany for a compensation measure. Please seek advice if you have questions, or find out more about entry e.g. via the hotline **Working and Living in Germany** .

## Counselling

If you do **not meet all requirements**, you can find out from the competent authority about the options available to you. Were you not able e.g. to provide evidence of your knowledge of German? The competent authority can help you with this.

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## My other options

Working without recognition

There are various options for working as a teacher without recognition.

There are these alternatives for example for recognition:

### **Entering the profession laterally (German: “Seiteneinstieg” or “Quereinstieg”)**

In Saxony-Anhalt there are particular regulations for entering the profession laterally (German: “Seiteneinstieg” or “Quereinstieg”). These may allow you to work as a teacher without a teaching degree or recognition. Lateral entry to the profession is normally possible if a subject has too few teachers (shortage subjects, German: “Mangelfach”). More information can be obtained directly from the school or from the websites of the ministries of education and cultural affairs. Further information about this opportunity is available [here](#).

### **Working at private schools**

You may be able to work as a teacher at a private school without recognition. You can apply directly to a private school.

### **Working as a supply teacher**

In Saxony-Anhalt you may be able to work in schools as cover for a teacher. In most cases this is only possible if another teacher is absent at a school. This means, there is a staff shortage at school. In this case, you must have studied the relevant teaching subject. Further information about this opportunity is available [here](#).

### **Working at international schools**

You can teach at bilingual schools or State European Schools in your native language. For this you need the necessary subject knowledge and language skills.

### **Working in preparatory course classes and in learning support classes**

Have you studied, e.g. German language and literature, or have a qualification in German as a foreign language (GFL) or in German as a second language (GSL)? If so, you may be able to teach in preparatory course classes and in learning support classes for students with insufficient knowledge of German. You may also be able to work in adult education. A range of institutions offer courses in German as a foreign language (GFL) or in German as a second language (GSL).

### **Working outside of school**

With your teaching qualification you can also work outside schools. This is possible in particular in educational sectors, e.g. in adult education, in consultancy or as a research assistant at an institute of higher education.

### **Partial access to a profession**

Did you complete your professional qualification in an EU country, the EEA or in Switzerland? If so, you can work in the profession without recognition. However, you need so-called partial access to the profession. You must apply for partial access to the profession from the competent authority.

With partial access to the profession, the following applies:

- You are **not permitted to perform all activities** in the profession.
- You are only permitted to use the professional title from your country of training.

You need to meet the following requirements for partial access:

- With your professional qualification, you are able to work without restrictions in your country of training.
- Your professional qualification is **not** equivalent to the German professional qualification.
- The substantial differences are large. In this case a compensation measure comprises the full German training.
- Your professional qualification is only partially equivalent to the German professional qualification. The differences compared to the German professional qualification relate to specific activities which are necessary for the profession in Germany.
- Your professional qualification must be equivalent to one specific activity in the German professional qualification.
- You are medically fit.
- You are personally apt.
- You have specific knowledge of German.

## Procedure for Ethnic German Resettlers

As an Ethnic German Resettler, you can select between two procedures for vocational recognition:

- You apply for the procedure described here.
- You apply for the procedure under Section 10 of the Federal Expellees Act (German: "§10 Bundesvertriebenengesetz, BVFG").

You can decide this. Your competent authority will advise you.

## Other

### Statement of Comparability for Foreign Higher Education Qualifications

A Statement of Comparability for Foreign Higher Education Qualifications can make it easier for you to access the German labour market. The Central Office for Foreign Education (ZAB) assesses your certificate. Please note, the Statement of Comparability does not replace recognition of your professional qualification. You can only receive recognition of your professional qualification from the competent authority. Further information about Statement of Comparability is available [here](#).

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## Further information

Information about the profession



Training to become a teacher in Saxony-Anhalt consists of two parts:

- a teacher training degree (First State Examination, Master of Education, Master of Science) **and**
- practical pedagogical training: Teaching practice (Second State Examination).

Teachers are able to work at different schools. In Saxony-Anhalt there are the following teaching roles (types of qualified teacher status):

- Primary school teacher
- Secondary school teacher
- Special needs school teacher
- Grammar school teacher
- Vocational school teacher

Your professional qualification must be checked for teaching in state schools in Saxony-Anhalt. Recognition is necessary in order to be able to work in the profession in Germany.

### Info and links

- **Information about lateral entry**
- **Information about working as a supply teacher**
- For further helpful information, see also this publication by the network Integration through Qualification (IQ): **Professional recognition for teachers – the pathway to a new job**

### Legal basis

- **Verordnung zur Anerkennung im Ausland erworbener Berufsqualifikationen als Lehrerin oder Lehrer für eine Tätigkeit im Land Sachsen-Anhalt (ALVO LSA)**
- **Schulgesetz des Landes Sachsen-Anhalt (SchulG LSA)**
- **Verordnung über den Vorbereitungsdienst und die Laufbahnprüfung für ein Lehramt im Land Sachsen-Anhalt (LVO-Lehramt)**
- **Schuldienstlaufbahnverordnung (SchuDLVO LSA)**
- **Laufbahnverordnung Sachsen-Anhalt (LVO LSA)**

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