

1. TITLE OF THE CERTIFICATE (DE)

**Zeugnis über die Prüfung zum anerkannten Fortbildungsberuf
Geprüfter Aus- und Weiterbildungspädagoge/
Geprüfte Aus- und Weiterbildungspädagogin**

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

**Certificate on completion of the recognized further training examination for
Certified initial and continuing training specialist**

This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES

- Plan and implement processes in vocational training as well as corporate continuing training measures in a holistic manner
- Implement training regulations and plan corporate continuing training measures
- Recruit, select and advise trainees
- Advise employees on questions of education and learning
- Implement educational measures involving third parties from the organizational and educational point of view
- Provide learning and individual support for trainees and employees
- Provide teaching support for skilled staff in initial and continuing training
- Ensure and optimize the quality of teaching and learning processes

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE

Certified initial and continuing training specialists works as instructors or training managers in companies as well as for education providers in the field of adult education, for private job placement and consultancy agencies, for public chambers and in the public administration or are self-employed. They plan corporate initial and continuing training measures, coordinate and optimize learning processes and support learners.

(*) Explanatory notes

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information on transparency is available at: www.cedefop.eu.int/transparency

5. OFFICIAL BASIS OF THE CERTIFICATE

<p>Name and status of the body awarding the certificate Chamber of Industry and Commerce (<i>Industrie- und Handelskammer</i>, IHK)</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate Chamber of Industry and Commerce</p>
<p>Level of the certificate (national or international)</p> <p>ISCED 2011 Level 65 These qualifications are referenced to level 6 of both the German and the European Qualifications Framework (DQR, EQF); see www.dqr.de/content/2316.php.</p>	<p>Grading scale/Pass requirements (**)</p> <p>100 - 92 points = 1 = excellent 91 - 81 points = 2 = good 80 - 67 points = 3 = average 66 - 50 points = 4 = pass 49 - 30 points = 5 = poor 29 - 0 points = 6 = fail The candidate passed all examinations required for the completion of further training.</p>
<p>Access to next level of education and training</p> <p>The further training examination gives access to the next level of qualifications</p> <ul style="list-style-type: none"> • Certified vocational training specialist (<i>Geprüfter Berufspädagoge/Geprüfte Berufspädagogin</i>) as well as access to advanced programmes in higher education. 	<p>International agreements</p>
<p>Legal basis</p> <p>Regulations governing the recognized further training examination for certified initial and continuing training specialist of 21 August 2009 (BGBl. I 2009. p. 2934).</p>	

6. OFFICIALLY RECOGNIZED WAYS OF ACQUIRING THE CERTIFICATE

<p>The certificate is acquired through passing the examination administered by the body mentioned in section 5 above. Before sitting the examination, candidates must furnish proof of</p> <ol style="list-style-type: none"> 1. Successful completion of a three-year course of training in a recognized occupation, followed by at least one year of relevant practical work or 2. successful completion of training for another recognized occupation, followed by at least two years of practical work and successful completion of the final examination in accordance with Section 4 of the Instructor Aptitude Regulations (<i>Ausbilder-Eignungsverordnung</i>) or comparable job-related pedagogical skills or 3. relevant skills and competences.
<p>Additional information</p> <p>The skills and competences of which proof is to be furnished in the further training examination are usually acquired during many years of practical work and within the framework of education measures. Courses are offered in preparation for the examination; their duration and content are geared to the different specialist and managerial tasks. Translations of the certificate can be obtained from the body mentioned in section 5 above.</p>

() Note**

Simplified grading scale; for official grading scale see Sixth Ordinance Amending Further Training Examination Regulations of 9 December 2019 (Federal Law Gazette Part I, p. 2153)