



**6. The full programme is enclosed.**

It shows in particular:



- the learning objectives of the course,
- the subjects and contents of the individual teaching units,
- the detailed time and didactical-methodical work plan.

← **These documents / information have to be enclosed!**

**In what field of further education would you place the course?**

**Information on the specialist and educational qualifications of the course management and the teaching staff:**

**7. Will the course be addressed to a special target group? Please name the group:**

Reasons for this decision:

**8. Will the course be open to the public?**

Yes

No, target groups

**9. Planned number of participants:**

**Course fee per person:**

**10. How will the course be open to the public? (please enclose documentation)**

URL of the course:

**11. Do you agree with the publication of the course by the authority after recognition?**

Yes

No

**12. Applicable to federal states charging fees (presently Hamburg and Schleswig-Holstein):**

The fee of

Euro was transferred to

**13. Proof of an external certified quality management**

enclosed

already provided, valid until

inexistent

**AFFIRMATION**

The above information is correct and complete. Changes occurring after the application has been filed will be notified immediately. The course neither serves political objectives nor exclusively specific company or business purposes. The objectives of the organizer and the content of the course are in harmony with the free, democratic order as defined in the Constitution of the Federal Republic of Germany. The leadership of the course will be entrusted to a person known by name to the participants.

Place

Date

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Legally binding signature

**Appendix to the Application for the recognition of a further education course**

according to § 7 des Bildungsfreistellungsgesetzes (BFG)

linked with §§ 5 to 8 of the Landesverordnung zur Durchführung des Bildungsfreistellungsgesetzes

<b>Name of the organization:</b>	<b>Code number of the organization</b>				
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**Title of the course:**

**Kind of course:**

Block course

Intervall course

**Listing of a potential recognition (educational leave of absence)**

The duration of the course should not be less than three days. Generally six lessons (a 45 minutes) are necessary per day. It is not possible to consider the travel times on the way to the course location and back home. To recognize a day in case of less hours of lessons, the schedule has to make clear, that at least four hours of lessons will run before 7 p.m.  
However - at least there are necessary six lessons per day in general.

**Whole period - Start:**

End

**. Thereof days of lessons applicable for recognition:**

From/at	to	Number of days

**Total number of days applicable for recognition:**

=====

**Index - according to benchmarks:**

Please relate your course

<b>Further training</b>	<b>Further sociopolitical education</b>
Commercial technological field Commercial business field Education social field / Health care Mathematical natural science Information and communication technology German as foreign language / Integration Key skills / Rhetoric Other	Germany Europe Migration International Regional Language and politics Economy Social / Health Working environment Environment Education / culture Society Law Gender Third world / One world Other
<p><b><u>Foreign languages</u></b></p> <ul style="list-style-type: none"> <li>- English</li> <li>- French</li> <li>- Italian</li> <li>- Spanish</li> <li>- Other</li> </ul>	