

99131025001000, 99131025001000

# Recognize providers of educational leave

Heruntergeladen am 08.06.2025

<https://fimportal.de/xzufi-services/395138251/L100001>

Modul	Sachverhalt
Leistungsschlüssel	99131025001000, 99131025001000
Leistungsbezeichnung I	Recognize providers of educational leave
Leistungsbezeichnung II	
Typisierung	4a - Land: Regelung und Vollzug
Quellredaktion	Hessen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Weiterbildung (131)
Verrichtungskennung	Erteilung (001)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und Führung eines Unternehmens
Lagen Portalverbund	

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Ja
Fachlich freigegeben am	07.05.2025
Fachlich freigegeben durch	Hessian Ministry of Labor, Integration, Youth and Social Affairs
Handlungsgrundlage	<a href="https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-BiUrlGHE1998V6P10">https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-BiUrlGHE1998V6P10</a> <a href="https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-BiUrlGHE1998V6P10">https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-BiUrlGHE1998V6P10</a>
Teaser	If you would like to take educational leave, you must be recognized as a provider.
Volltext	<p>Hessian employees are generally entitled to 5 days of paid leave per year to take part in educational events. Apprentices and persons in an employee-like position as well as employees in workshops for the disabled also have the same entitlement.</p> <p>The prerequisite for taking educational leave is that the educational event has been approved by the Hessian Ministry of Labor, Integration, Youth and Social Affairs has been recognized. Events can only be submitted for recognition by providers recognized in Hesse. Recognition is granted by the Hessian Ministry of Labor, Integration, Youth and Social Affairs.</p> <p>An event is not educational leave (negative catalog) within the meaning of the Hessian Educational Leave Act (HBUG) if it</p> <ul style="list-style-type: none"> <li>• for leisure activities or recreation,</li> <li>• the organization of private life,</li> <li>• in the context of political education, predominantly the expansion of private general education (with the exception of volunteer training),             <ul style="list-style-type: none"> <li>• exclusively for the training of company interest groups,</li> <li>• directly serves the implementation of party or association political objectives or</li> <li>• if participation in the event is made dependent on membership of a religious community, party, trade</li> </ul> </li> </ul>

## Modul

## Sachverhalt

union or other association or organization (with the exception of volunteer training).

Church congresses, internships, pure examinations, congresses, conferences, trade fairs and complete courses of study are also not recognized as educational leave.

## Erforderliche Unterlagen

- Proof of legal form
  - Personnel and organizational resources
  - Educational staff (number with details of the professional/educational qualifications of the staff responsible for planning and implementation)
  - Educational objectives
  - Description of the educational objectives of the planned educational leave events, including details of the didactic and methodological concepts of the planned educational leave events
  - Submission of three exemplary programs

## Voraussetzungen

- The goal of educational work must be pursued as a key focus of work.
  - The personnel and organizational resources required for the implementation of educational events must be available.
  - The objectives and content of the educational events must be in line with the free democratic basic order as defined in the Basic Law of the Federal Republic of Germany and the Constitution of the State of Hesse.
  - In addition, three programs of events eligible for recognition must be submitted.
  - Such events must fulfill the following conditions:
    - As a rule, the events must take place on five consecutive days. Events lasting five or more days can also be divided into two blocks of time (whereby one block may not be less than two days), which are held within eight weeks.
    - The duration may be shortened, but may not be less than three consecutive days.
    - The events must be open to everyone, unless a restriction of the group of participants is based on pedagogically justified prerequisites, a target group orientation or a planned qualification.

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	<ul style="list-style-type: none"> <li>• The events must serve the purpose of political education, further vocational training or training for voluntary work.</li> <li>• The application for recognition as an organizer for the implementation of educational leave events in accordance with the HBUG must be submitted by a person authorized to represent the organizer.</li> <li>• Proof of the legal form must be submitted.</li> </ul>
Kosten	
Verfahrensablauf	<p>Check the formal and substantive requirements for recognition before submitting your application. Please complete the application in full and attach the necessary documents, in particular the three programs eligible for recognition.</p> <p>If you meet all the formal and substantive requirements for recognition and the required application documents are complete, the committees involved will be consulted. Recognition can then be granted.</p>
Bearbeitungsdauer	<p>1 - 6 Monat(e)</p> <p>Once all documents have been submitted in full, recognition will be granted after three months at the latest. Incomplete information or non-recognizable programs lead to a delay in processing due to necessary queries.</p>
Frist	
weiterführende Informationen	<p><a href="https://www.bildungsurlaub.hessen.de">https://www.bildungsurlaub.hessen.de</a></p> <p><a href="https://www.bildungsurlaub.hessen.de">https://www.bildungsurlaub.hessen.de</a></p>
Hinweise	<p>The legal definitions of civic education, continuing vocational training and volunteer training are as follows:</p> <ul style="list-style-type: none"> <li>• Civic education is intended to enable employees to recognize their position in the company or society as well as social contexts.</li> <li>• Educational leave for political education aims to improve employees' understanding of societal, social or political contexts in order to promote the participation in the state, society or company that is desirable in a democratic community.</li> </ul>

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- Continuing vocational training should enable employees to maintain, improve or expand their professional qualifications and at the same time provide them with a not inconsiderable amount of knowledge of social contexts so that they can recognize their place in the company or society.
- It follows from the legal definition that, in addition to subject-specific content, socio-political aspects must also be taught in continuing vocational training events (e.g. language courses, IT courses) for at least six hours per week. The aforementioned principles of political education apply accordingly.
- Educational leave for training in the performance of an honorary office is intended to enable employees to carry out an assumed honorary office.
- In addition to imparting the knowledge required to carry out voluntary work, employees must also be given a not inconsiderable amount of knowledge of socio-political contexts so that they can recognize their position in the company or society.
- Here too, it follows from the legal definition that, in addition to specialist knowledge, socio-political aspects must also be taught for at least 20% of the duration of the course.

**Rechtsbehelf**

Action before the administrative court

**Kurztext**

- Recognition of educational leave providers Granting
  - Hessian employees, trainees, persons in employee-like positions and employees in workshops for the disabled are generally entitled to 5 days of paid leave per year to participate in educational events
  - The prerequisite for this is that the provider of the educational event is recognized
  - Responsible: Hessian Ministry for Social Affairs and Integration

**Ansprechpunkt**
**Zuständige Stelle**

Hessian Ministry of Labor, Integration, Youth and Social Affairs

**Formulare**
**Ursprungsportal**

Recognize providers of educational leave, Träger von Bildungsurlaub anerkennen