

99150056037000

# Paralegal, having the equivalence of a foreign professional qualification established

Heruntergeladen am 16.06.2025

<https://fimportal.de/xzufi-services/6004409/L100009>

Modul	Sachverhalt
Leistungsschlüssel	99150056037000
Leistungsbezeichnung I	Paralegal, having the equivalence of a foreign professional qualification established
Leistungsbezeichnung II	Paralegal, having the equivalence of a foreign professional qualification established
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Sachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	

Modul	Sachverhalt
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	<ul style="list-style-type: none"> <li>• [Richtlinie 2005/36/EG über die Anerkennung von Berufsqualifikationen](<a href="http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2005:255:0022:0142:DE:PDF">http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2005:255:0022:0142:DE:PDF</a>)</li> <li>• [Gesetz über die Feststellung der Gleichwertigkeit von Berufsqualifikationen (Berufsqualifikationsfeststellungsgesetz – BQFG)](<a href="http://www.gesetze-im-internet.de/bqfg/">http://www.gesetze-im-internet.de/bqfg/</a>)</li> </ul>
Teaser	If you would like to work in the profession of legal clerk and have a foreign professional qualification, you can have the equivalence of your professional qualification determined.
Volltext	<p>If you would like to work in the profession of legal clerk and have a foreign professional qualification, you can have the equivalence of your professional qualification determined.</p> <p>### Single point of contact</p> <p>You can use the service of the Single Point of Contact for this procedure. They will guide you through the procedure, take care of correspondence with all the authorities responsible for your matter and provide you with expert advice.</p> <ul style="list-style-type: none"> <li>• [Einheitlicher Ansprechpartner](<a href="https://amt24.sachsen.de/zufi/cms/einheitlicher-ansprechpartner">https://amt24.sachsen.de/zufi/cms/einheitlicher-ansprechpartner</a>) Amt24-Informationen</li> </ul>
Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• Proof of identity (copy of identity card or passport)</li> <li>• Curriculum vitae in German (tabular list of completed training and further education programmes)</li> </ul>

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and previous employment)

- Notarised copy of proof of the training qualification obtained abroad
- Notarised copy of work certificates and/or work books as proof of practical work experience
- Notarised copy of other evidence of professional qualifications (further training and qualifications)
- Proof of intention to work (e.g. application for an entry visa for gainful employment, proof of contact with an employer) - only required for persons who are not citizens of the EU/EEA/Switzerland or who live outside the EU/EEA/Switzerland.

**\*\*Important!\*\*** If you submit your application exclusively electronically, you will require notarisation of all documents in electronic form (§ 39a Beurkundungsgesetz - BeurkG). The documents must be accompanied by a notarised translation in German.

**Voraussetzungen**

Acquisition of a vocational qualification outside Germany which corresponds to the vocational qualification of a paralegal in terms of training content and duration.

- Duration of training in Germany: 3 years
- Training content in Germany: Client and party support; office and work organisation, accounting and accounting control, legal knowledge in civil procedure law, enforcement law, remuneration and costs law

**Kosten**

Procedural costs: none

**Verfahrensablauf**

You can submit the application

- in writing using the application form of the Rechtsanwaltskammer Sachsen (Saxony Bar Association)
- or use the online service of Amt24.

Submit the completed application form with all required documents to the Rechtsanwaltskammer.

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### #### Online application

Set up a service account in Amt24 for identification and authentication and use it to log in to the service portal. Have the required documents ready.

- Follow the link to the online application and complete the data fields according to the instructions. You can save the information at any time and complete it at a later date.
- Once all the data fields have been filled in and the documents listed have been compiled, complete the application and the data will be sent to the responsible office.
- You will find the application confirmation in the inbox of your service account. You will receive a notification of incoming messages to your personal e-mail address.

### #### Application processing

- The office of the Rechtsanwaltskammer will check whether the professional qualification is equivalent.
- If the equivalence is given, you will receive a notification from the Rechtsanwaltskammer.

**Bearbeitungsdauer**

Examination procedure: up to 3 months after submission of the required documents and data

**Frist**

none

**weiterführende Informationen**
**Hinweise**
**Rechtsbehelf**

Appeal (more details on the procedure in the notification)

**Kurztext**
**Ansprechpunkt**

**Modul**

**Sachverhalt**

Zuständige Stelle

Formulare

Ursprungsportal