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# Apply for authorization to practice a further craft requiring approval

Heruntergeladen am 18.06.2025

<https://fimportal.de/xzufi-services/9061030/L100012>

Modul	Sachverhalt
Leistungsschlüssel	99058003001000, 99058003001000
Leistungsbezeichnung I	Apply for authorization to practice a further craft requiring approval
Leistungsbezeichnung II	Apply for authorization to practice a further craft requiring approval
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Schleswig-Holstein
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	fachlich freigegeben (silber)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Handwerk (058)
Verrichtungskennung	Erteilung (001)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und Führung eines Unternehmens

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Lagen Portalverbund	Anmeldepflichten (2010100), Erlaubnisse und Genehmigungen (2010400), Befähigungs- und Sachkundenachweise (2010200)
Einheitlicher Ansprechpartner	Ja
Fachlich freigegeben am	09.09.2022
Fachlich freigegeben durch	The Senator for Economics, Labor and Europe of the Free Hanseatic City of Bremen
Handlungsgrundlage	<p>§ 7a Law on the Order of Crafts (Handwerksordnung - HwO).</p> <p><a href="https://www.gesetze-im-internet.de/hwo/_7a.html">https://www.gesetze-im-internet.de/hwo/_7a.html</a></p> <p><a href="https://www.gesetze-im-internet.de/hwo/_7b.html">https://www.gesetze-im-internet.de/hwo/_7b.html</a></p> <p><a href="https://www.gesetze-im-internet.de/hwo/_7a.html">https://www.gesetze-im-internet.de/hwo/_7a.html</a></p> <p><a href="https://www.gesetze-im-internet.de/hwo/_7a.html">https://www.gesetze-im-internet.de/hwo/_7a.html</a></p>
Teaser	<p>Are you registered in the register of skilled crafts with a craft that requires authorization and would like to practice another craft? Then you can apply for a license to practice another craft under certain conditions. Anyone who is already practicing a craft subject to approval can apply for a right to practice another craft.</p>
Volltext	<p>Persons who already practice a craft subject to licensing and wish to expand their commercial activity to another craft subject to licensing or to essential activities of such a craft have the option of applying for a license to practice. In this respect, proof of the knowledge and skills required for this is required, whereby previous professional experience and activities are also taken into account. It is irrelevant on what basis the existing entry in the register of skilled crafts was made (e.g. master craftsman's certificate, old journeyman's regulation, exemption permit). The respective business owner is entitled to apply. You can apply for an authorization to practice if you are</p> <ul style="list-style-type: none"> <li>• you are already registered in the register of skilled crafts with a trade requiring approval.</li> <li>• you wish to engage in another craft subject to licensing.</li> <li>• you can provide evidence of your practical and theoretical knowledge and skills in the craft for which</li> </ul>

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## Sachverhalt

you have applied.

The master craftsman's examination is regarded as a reference for the specialist theoretical knowledge and skills to be proven.

If you do not have any proof or if it is not sufficient, you can also apply for an authorization to practice. In this case, you must then prove your knowledge by passing an expert examination.

The Chamber of Crafts grants rights to practice for persons who are already self-employed in a craft subject to licensing in their district.

You will be granted the right to practise another craft subject to authorisation or sub-areas of another craft subject to authorisation if the necessary knowledge and skills have been proven.

Exercise rights are personal.

## Erforderliche Unterlagen

- Application for the issuance of an exercise authorization
- Proof of identification
- Proof of professional practical and theoretical knowledge in the craft subject to licensing for which you wish to be entered in the register of crafts. This includes:
  - Work references,
  - certificates of further education,
  - certificates of having passed parts of the master craftsman's examination
- Confirmation of regular participation in preparatory courses.
- Application for the granting of a right to exercise in accordance with § 7 a of the Crafts Code (HwO),
- Proof of necessary knowledge and skills, such as certificates, work and course certificates.

## Voraussetzungen

The following requirements must be met:

- A craft subject to licensing is already being practiced on the basis of an existing entry in the register of crafts.
- Proof of the required knowledge and skills, taking into account previous professional experience and activities; possible means of proof are, for example, appraisals by experts, work certificates or further training.
- The standard for the proof of qualification is the

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	masterly qualification for the craft subject to licensing for which the authorization to practice is being sought.
Kosten	<p>The specific fee results from the fee schedule of the Chamber of Crafts, which is available on the Chamber's website.</p> <p>The amount of the fees is based on the fee schedule. Information on this can be obtained from the HWK.</p>
Verfahrensablauf	<ul style="list-style-type: none"> <li>• Go to the website of your local Chamber of Skilled Crafts or to the service portal of your federal state and select the right online service.</li> <li>• The online service will guide you through the application step by step.</li> <li>• You can submit the required documents digitally.</li> <li>• Go to the website of your local Chamber of Skilled Crafts.</li> <li>• Download the application forms for granting a license to practice.</li> <li>• Complete the forms in full and send them to your local Chamber of Skilled Crafts along with the required evidence of your skills.</li> <li>• Your application and the evidence will be examined by the Chamber of Skilled Crafts. If the evidence is not sufficient, you may be required to take an expert examination.</li> <li>• After your documents have been checked, you will receive a license to practice and a notice of registration if the requirements are met.</li> </ul>
Bearbeitungsdauer	
Frist	You can only exercise the other craft requiring authorization once it has been entered in the register of crafts. An authorization to practice must therefore be applied for at an appropriately early stage.
weiterführende Informationen	<a href="https://www.gesetze-im-internet.de/hwo/anlage_a.html">https://www.gesetze-im-internet.de/hwo/anlage_a.html</a>
Hinweise	
Rechtsbehelf	Legal action may be taken against a rejection of an application for entry in the register of skilled crafts. Depending on the federal state in which the application was submitted, a preliminary procedure

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	must first be carried out. Information on the existing legal remedies can be found in the instructions on legal remedies in the notices.
Kurztext	<ul style="list-style-type: none"> <li>• Authorization to practice crafts subject to licensing according to § 7a HwO - granting</li> <li>• Extension of the activity of a craft subject to licensing to another craft subject to licensing or essential activities of another craft subject to licensing:</li> <li>• For this purpose, an application must be made to the Chamber of Skilled Crafts for an authorization to practice the craft.</li> <li>• It is a prerequisite that theoretical and practical knowledge can be proven.</li> <li>• the master craftsman's examination serves as a reference for the knowledge to be proven</li> <li>• If the content of the evidence is not sufficient, a qualification examination is necessary.</li> <li>• responsible: Chamber of Crafts in whose district the commercial establishment is located</li> </ul>
Ansprechpunkt	<p>To the Chamber of Crafts (HWK), in whose district your future permanent establishment is located.</p> <p>To apply for the right to exercise (register of craftsmen) via the Point of Single Contact Schleswig-Holstein, an</p>
Zuständige Stelle	
Formulare	
Ursprungsportal	Ausübungsberechtigung für ein weiteres zulassungspflichtiges Handwerk beantragen, Apply for authorization to practice a further craft requiring approval