

Teachers at Part-time Vocational Schools - Recognition

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General Information

In the course of the procedure for recognition of professional qualifications the applicant's formal qualifications obtained in the EU/in the EEA/in Switzerland are examined to determine whether they fulfill essentially the legal requirements in Austria for teaching at part-time vocational schools.

Requirements

Completion of a teacher training program and where appropriate, the professional training that is required in addition to the post-secondary course

Deadlines

There are no specific time limits.

Competent authority

- **Bi ldungsdi rekti on Burgenl and**
Kernausstei g 3
7001 Eisenstadt
Tel efon: +43 2682/710
E-Mai l : office@bildung-bgl.d.gv.at
[Websi te](#)
- **Bi ldungsdi rekti on für Kärnten**
10. Oktober-Straße 24

9020 Klagenfurt am Wörthersee
Telefon: +43 463 5812
E-Mail: office@bildung-ktn.gv.at
Websi te

Recogni ti on (PDF)

- **Bi l dungsdi rekti on für Ni ederösterrei ch**
Rennbahnstraße 29
3109 St. Pöl ten
Telefon: +43 2742/280-2256
Fax: +43 2742/280-1111
E-Mail: office@bildung-noe.gv.at
Websi te

Recogni ti on

- **Bi l dungsdi rekti on für Oberösterrei ch**
Sonnenstei nstraße 20
4040 Li nz
Telefon: +43 732/7071-0
Fax: +43 732/7071-9210
E-Mail: bd.post@bildung-ooe.gv.at
Websi te

Recogni ti on (Word-document)

- **Bi l dungsdi rekti on für Sal zburg**
Mozartpl atz 8 - 10
5010 Sal zburg
Telefon: +43 662/8083 3622
E-Mail: anerkennung@bildung-sbg.gv.at
Websi te

Recogni ti on

- **Bi l dungsdi rekti on für Stei ermark**
Körbl ergasse 23
8015 Gra z
Telefon: +43 (0)5 0248/345
E-Mail: bildungsdirektion@bildung-stmk.gv.at
Websi te

Recogni ti on

- **Bi l dungsdi rekti on für Ti rol**
Hei l i ggei ststraße 7
6020 I nnsbruck
Telefon: +43 512 9012
E-Mail: office@bildung-tirol.gv.at
Websi te

Recogni ti on

- **Bi l dungsdi rekti on für Vorarl berg**
Bahnhofstraße 12

6900 Bregenz
Telefon: +43 5574 4960
E-Mail: office@bildung-vbg.gv.at
Website
Recognition

- **Bildungsdi rekti on für Wi en**
Wi ppl i ngerstraße 28
1010 Wi en
Telefon: +43 1/52525
E-Mail: office@bildung-wi en.gv.at
Website
Recognition

Procedure

Burgenl and: The appli cation to practi se the regulated professi on must be submi tted ei ther online to the poi nt of si ngle contact or to the Bi ldungsdi rekti on für Burgenl and (see under "Competent authori ty"). The Bi ldungsdi rekti on für Burgenl and exami nes the appli cation and makes a deci sion wi thi n four months after the date on whi ch the appli cant' s complete fi le was submi tted.

Kärnten: The appli cation to practi se the regulated professi on must be submi tted ei ther online to the poi nt of si ngle contact or to the Bi ldungsdi rekti on für Kärnten (see under "Competent authori ty"). The Bi ldungsdi rekti on für Kärnten exami nes the appli cation and makes a deci sion wi thi n four months after the date on whi ch the appli cant' s complete fi le was submi tted.

Ni ederösterrei ch: The appli cation to practi se the regulated professi on must be submi tted ei ther online to the poi nt of si ngle contact or to the Bi ldungsdi rekti on für Ni ederösterrei ch (see under "Competent authori ty"). The Bi ldungsdi rekti on für Ni ederösterrei ch exami nes the appli cation and makes a deci sion wi thi n four months after the date on whi ch the appli cant' s complete fi le was submi tted.

Oberösterreich: The application to practise the regulated profession must be submitted either online to the point of single contact or to the Bildungsdi rektion für Oberösterreich (see under "Competent authority").

The Bildungsdi rektion für Oberösterreich examines the application and makes a decision within four months after the date on which the applicant's complete file was submitted.

According to section 14 Tarifpost 5 and 6 of the Gebührengesetz 1957 in its current version, recognition procedures are subject to charge.

The following fees have to be paid by applicants:

For the application for the issue of a licence or recognition of a qualification or of another legal condition in order to carrying out a professional activity: 47.30 Euro

For enclosures, of every sheet: 3.90 Euro, but not more than 21.80 Euro per sheet (see Tarifpost 5(1))

After successful recognition and official assessment of the equivalence of the professional training, a fee of 6.50 Euro is charged according to the Bundesverwaltungsabgabenverordnung 1983 in its current version in case of decisions granting entitlements or issuing authorisations upon application of the parties (see Bundesverwaltungsabgabenverordnung 1983 in its current version, Tarif, Allgemeiner Teil).

Salzburg: The application to practise the regulated profession must be submitted either online to the point of single contact or to the Bildungsdi rektion für Salzburg (see under "Competent authority"). The Bildungsdi rektion für Salzburg examines the application and makes a decision within four months after the date on

which the applicant's complete file was submitted.

In the course of the recognition procedure fees must be paid for the expert according to the Allgemeines Verwaltungsverfahrensgesetz 1991 in conjunction with the Gebührenanspruchsgesetz 1975. Applicants for recognition must pay these fees by an advance on costs. Furthermore, after official assessment of the diploma recognition procedure administrative charges in the amount of 27.90 Euro are imposed according to regulations of the Salzburger Landes- und Gemeindeverwaltungsverordnungen 1969 in conjunction with the Annex Tarifpost 1 of the Salzburger Landes- und Gemeindeverwaltungsabgabenverordnung 2012.

Steiermark: The application to practise the regulated profession must be submitted either online to the point of single contact or to the Bildungsdirektion für Steiermark (see under "Competent authority"). The Bildungsdirektion für Steiermark examines the application and makes a decision within four months after the date on which the applicant's complete file was submitted.

Tirol: The application to practise the regulated profession must be submitted either online to the point of single contact or to the Bildungsdirektion für Tirol (see under "Competent authority"). The Bildungsdirektion für Tirol examines the application and makes a decision within four months after the date on which the applicant's complete file was submitted.

A recognition procedure is subject to a fee according to Sections 14 Tarifpost 5 and 6 of the Gebührengesetz 1957.

As a result, the following fees apply to the applicant:

For the request: 47.30 Euro (Sections 14
Tari fpost 6 Paragraph 2 Item
1 Gebührengesetz 1957);

For the supplements: 3.90 Euro per sheet, but
not more than 21.80 Euro per supplement
(Sections 14 Tari fpost 5 Gebührengesetz 1957);

According to tari ff post 167 of the Ti roler
Landes-Verwal tungsabgabenverordnung 2007, an
admi ni strati ve charge of 70 Euro appl i es;

In addi ti on, the recogni ti on procedure i nvol ves
fees of the expert who, accordi ng to § 76 (1)
of the Al l gemei nes Verwal tungsverfahrensge setz,
are to be borne by the appl i cant for
recogni ti on.

All fees and expenses are payabl e upon
comple ti on of the procedure.

Vorarl berg: The appl i cation to practi se the
regul ated professi on must be submi tted ei ther
onl i ne to the poi nt of si ngl e contact or to
the Bi l dungsdi rekti on für Vorarl berg (see under
"Competent authori ty"). The Bi l dungsdi rekti on
für Vorarl berg exami nes the appl i cation and
makes a deci si on wi thi n four months after the
date on whi ch the appl i cant's compl ete fi le was
submi tted.

Wi en: The appl i cation to practi se the regul ated
professi on concerned must be submi tted ei ther
onl i ne to the poi nt of si ngl e contact or to
the Bi l dungsdi rekti on für Wi en (see under
"Competent authori ty"). The Bi l dungsdi rekti on
für Wi en exami nes the appl i cation and makes a
deci si on wi thi n four months after the date on
whi ch the appl i cant's compl ete fi le was
submi tted.

Procedure i n all federal states: The appl i cant
can fi le an appeal agai nst thi s deci si on to the
Landesverwal tungsgeri cht wi thi n four weeks
after the offi ci al servi ce of the deci si on.

The proceedings determine if the formal qualifications of the applicant fulfill the legal requirements to pursue the relevant teaching profession. Furthermore it is determined whether or not the applicant is allowed to gain access to and pursue that profession in the state where the professional qualifications were issued. If the training of the applicant and the training required by Austria are substantially different the applicant can be subject to complete an adaptation period or to take an aptitude test. In so doing the applicant's professional experience or the knowledge, skills and competences acquired through lifelong learning are taken into account.

In case the professional qualifications were issued by a third country (neither EU-country nor EEA member country nor Switzerland), the applicants must usually submit their requests for the recognition to a university college of teacher education.

Required documents

- Passport or identity card
- In the case of change of name: marriage certificate or other documents which are proof of the change of the name
- Certificates of competence or qualifications obtained in the EU/EEA/in Switzerland showing the qualifications of the teaching profession and any additional professional experience required. Certificates of competency or proofs of formal qualifications that have not been written in the official language German or in English must also be submitted with a translation by a court-appointed interpreter.
- Documents showing length of study and extent (Diploma Supplement/Diploma Supplement)

- Documents, if any, documenting the language skills required to practice in Austria
- Third-country diplomas recognized in the EU /EEA/Switzerland, together with a certificate issued by the competent authority for at least three years' professional experience in that Member State
- Documents, if available, on acquired professional practice, which clearly show the applicant's job, or on the knowledge, skills and competences acquired through lifelong learning
- Certification that the exercise of the profession has not been temporarily or definitively prohibited and that no criminal record exists
- Additionally for third-country nationals: residence permit and proof of unlimited access to the labor market (also for Croatian nationals)

Costs and fees

See "Procedure".

Further information

- [Burgenland – Application online](#)
- [Kärnten – Application online](#)
- [Niederösterreich – Application online](#)
- [Oberösterreich – Application online](#)
- [Salzburg – Application online](#)
- [Steiermark – Application online](#)
- [Tirol – Application online](#)
- [Vorarlberg – Application online](#)
- [Wien – Application online](#)

Legal bases

- [article 1 of the annex to the Landeslehrer-Dienstrechtsgesetz](#)
- sections [3](#), [26](#) of the [Landesvertragslehrpersonengesetz 1966 \(LVG\)](#)