

Follow-up application

upon decision about partial equivalence according to
German Professional Qualifications Assessment Act (BQFG)

- Please find a list of documents to be enclosed on page 4 of this application form.
- The procedure is subject to cost. Please see the IHK FOSA schedule of fees¹.

1. Application number of previous application²

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2. Personal details

Surname:

Given name:

Citizenship:

Gender: male female multi-gender undisclosed

Date of birth:

Place of birth:

Country of birth:

Current address:

Street, house number:

c/o

Postal code, city:

Country:

@ Email:

☎ Phone:

2. Details of the authorized person (You can be represented in the procedure by an authorized person. Please enclose a signed power of attorney – form at www.ihk-fosa.de)

Title: Mr. Ms.

Surname:

Given name:

Company/Institution:

Street, house number:

Postal code, city:

Country:

@ Email:

☎ Phone:

4. New evidence for compensation of material differences		
Type of evidence	Start (DD/MM/YYYY) and end (DD/MM/YYYY)	Issued by

5. Data protection – Declaration of consent³

a) Information on data storage:

IHK FOSA as one of the competent bodies to Sec. 8 BQFG, has the statutory task to conduct the recognition of equivalence of training certificates acquired abroad and any related further professional qualifications with corresponding German professions. For the fulfilment of this task, personal data are stored and transferred to other competent bodies within the scope of legal regulations.

b) Consent to the transfer of data⁴:

Eventually a need for consultation on advanced training possibilities may arise after having received an official notification about full or partial equivalence. Consent to the use of the data for research purpose is given, as well as to the transfer of the application data and of the results of the procedure to the competent Chamber of Industry and Commerce for the purpose of consulting and assistance.

Yes

No

Place, date, signature of applicant

6. Final declaration and signature

The decision on the application legally requires this information and cooperation.

Submitted documents are intended for use in the procedure and will not be returned.

Please do not send us any original documents without request (except for the application form). We do not accept any liability for these.

I assure that the information given is correct and complete.

Upon submission of the application I undertake to pay the incurred fee.¹

Place, date, signature of applicant

Please enclose the following documents:

- | | |
|--|--------------------------|
| 1. Completely filled out and signed application form | <input type="checkbox"/> |
| <hr/> | |
| 2. Copy of the initial decision | <input type="checkbox"/> |
| <hr/> | |
| 3. Colour copies: New evidence for compensation of the material differences | |
| • in original language | <input type="checkbox"/> |
| and | |
| • German translation by a public appointed or sworn interpreter or translator | <input type="checkbox"/> |
| <hr/> | |
| 4. Colour copy: Proof of identity (e.g. national identity card, passport, name change) | <input type="checkbox"/> |
| <hr/> | |

Please do not send us the application until the documents are complete. ☐

Notes:

- A directory of public appointed sworn interpreters or translators can be found under www.justiz-dolmetscher.de. In individual cases, translations may be waived, e.g. if employees of IHK FOSA master the relevant languages themselves. Documents in English don't need to be translated.
- Additional documents not listed here may be requested subsequently by IHK FOSA in the specific case in the course of the recognition procedure. This is usually depending on country-specific particularities

¹ Schedule of fees: [Information on fees and support for procedure fees](#)

² The follow-up application must be submitted within 5 years upon date of issuance of the initial decision.

³ Data protection information: [Privacy Policy](#)

⁴ Consent to transfer the data: The consent can be refused without negative consequences on the procedure. The consent to the storing and use of data for the purpose of consulting and assistance can be revoked at any time with effect for the future by notifying IHK FOSA. Upon receipt of the revocation, IHK FOSA will stop using the relevant data and delete them, respectively.

The male grammatical form always includes all persons, regardless of gender.

Status: 07/05/2025