

Gisela Batzel

Terminologiesammlung für Berufsbildungsfachleute

Berufsbildungsbegriffe
Deutsch-Englisch

Bundesinstitut
für Berufsbildung **BiBB** ▶

▶ Forschen
▶ Beraten
▶ Zukunft gestalten

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Vorwort

Diese Publikation ist das Ergebnis der langjährigen terminologischen Arbeit des BIBB-Sprachendienstes in Kooperation mit den Expertinnen und Experten des Bundesinstituts für Berufsbildung.

Auch Glossare der Europäischen Union und Terminologiesammlungen deutschsprachiger Institutionen aus dem Bereich der Bildung/Berufsbildung sind in dieser Sammlung enthalten. Besonders hervorzuheben sind hier die Glossare des CEDEFOP.

Zudem wurden Websites verschiedener Ministerien wie dem Bundesministerium für Bildung und Forschung (BMBF) sowie anderer mit beruflicher Bildung bzw. allgemein mit Bildung befasster Institutionen wie dem Deutschen Institut für Erwachsenenbildung (DIE), der Bundesagentur für Arbeit (BA) oder dem Institut für Arbeitsmarkt- und Berufsforschung (IAB) ausgewertet.

Die Termini, die für den Bereich der Berufsbildung besonders wichtig und spezifisch sind, sollen Berufsbildungsfachleuten Hilfe beim Verstehen und Übersetzen von Fachtexten aus dem Bereich der Berufsbildung sein. Darüber hinaus soll die Terminologiesammlung zur Harmonisierung der verwendeten Begriffe beitragen, um eine Verständigung auf nationaler und europäischer Ebene zu erleichtern. In diesem Sinn soll die Terminologiesammlung zur einfachen, schnellen und sicheren Kommunikation beitragen, die nationale Grenzen überschreitet.

Die hier vorgeschlagenen englischsprachigen Entsprechungen sind nach Kenntnisstand des BIBB verlässlich und werden vom BIBB-Sprachendienst verwendet. Zum besseren Verständnis der übersetzten Begriffe bietet die vorliegende Sammlung auch Definitionen an. Eine regelmäßige Aktualisierung der Begriffe ist geplant.

Einen wichtigen Beitrag zur Entstehung dieser Sammlung haben die freiberuflichen Übersetzerinnen und Übersetzer geleistet, die seit Langem für das BIBB tätig sind.

Hier möchte ich besonders Frau Deborah Shannon, Academic Translation, Berlin, www.academictranslation.co.uk, Herrn Martin Kelsey und Herrn Paul David Doherty, beide von GlobalSprachTeam Berlin, www.sprachteam.com, und Frau Sarah Zimmer, Bonn, erwähnen, die durch ihre Fachkompetenz wesentlich zum Gelingen dieser Veröffentlichung beigetragen haben.

Anregungen und Kommentare zu dieser Terminologie-Sammlung sind beim BIBB-Sprachendienst, sprachendienst@bibb.de, stets willkommen.

Benutzerhinweise

Das hier verwendete Englisch folgt in Wortwahl und Schreibweise dem britischen Englisch.

Die Begriffe sind in alphabetischer Reihenfolge aufgeführt, entsprechend dem deutschen Anfangsbuchstaben. Für den Fall, dass es mehrere Übersetzungsmöglichkeiten gibt, werden diese in der Reihenfolge ihrer Gebräuchlichkeit aufgeführt. Die bevorzugte Übersetzung wird an erster Stelle genannt. Danach wird, falls notwendig, eine Definition des Begriffes angeboten. Ebenfalls wird auf damit verbundene Fachausdrücke verwiesen. Der Eintrag endet mit einer kurzen Quellenangabe, die vollständig in der Bibliografie am Ende des Texts ausgewiesen ist. Falls die Quelle eine Übersetzung des BIBB ist, werden keine näheren Angaben gemacht. Bei Bedarf kann der Quelltext spezifiziert werden. Dazu wenden Sie sich bitte an den BIBB-Sprachendienst, sprachendienst@bibb.de

A

Abitur

- ▶ higher education entrance qualification
- ▶ upper secondary school-leaving certificate
- ▶ university entrance qualification

Quelle: KMK 2010

Abiturient/-in

- ▶ upper secondary school leaver
- ▶ holder of the higher education entrance qualification (Abitur)
- ▶ holder of the Abitur certificate

ABM-Maßnahme

- ▶ job-creation measure

Abschlussprüfung

- ▶ final examination

Abschlusszeugnis

- ▶ leaving-certificate
- ▶ school-leaving certificate
- ▶ degree (certificate)
- ▶ final degree /qualification
- ▶ diploma
- ▶ VET certificate

Akkreditierung eines Anbieters der allgemeinen oder beruflichen Bildung

- ▶ accreditation of an education or training provider

Definition: A process of quality assurance through which an education or training provider is officially recognised and approved by the relevant legislative or professional authorities following assessment against predetermined standards.

Quelle: CEDEFOP 2014

Akkreditierung**Zulassung**

- ▶ accreditation

Anmerkung: of programmes, institutions

Definition: Process of accrediting an institution of education or training, a programme of study, or a service, showing it has been approved by the relevant legislative and professional authorities by having met predetermined standards.

Quelle: CEDEFOP 2004

Akkreditierung eines Bildungs- oder Ausbildungsprogramms

- ▶ accreditation of an education or training programme

Definition: A process of quality assurance through which a programme of education or training is officially recognised and approved by the relevant legislative or profession authorities following assessment against predetermined standards.

Quelle: CEDEFOP 2014

Akteur

- ▶ stakeholder

allgemeinbildende Schulen

- ▶ general schools
- ▶ general education schools

Allgemeinbildung

- ▶ general education

allgemeine Schulbildung

- ▶ general academic education

Quelle: Jobstarter Glossar 2010

Allgemeinwissen

- ▶ general knowledge

Altbewerber/-in

- ▶ unplaced applicants from previous years
- ▶ repeat applicants

Verwandte Begriffe: training place applicants

alternde Gesellschaft

- ▶ ageing society

Definition: A society characterised by an increasing proportion of older people, usually linked to a declining birth rate.

Quelle: CEDEFOP 2014

alternierende Ausbildung**duale Ausbildung**

- ▶ alternance training
- ▶ alternating company- and school-based vocational education and training (sometimes needs explaining depending on nature of text)

Definition: Education or training combining periods in an educational institution or training centre and in the workplace. The alternance scheme can take place on a weekly, monthly or yearly basis depending on the country and applicable status, participants may be contractually linked to the employer and/or

receive a remuneration. Comment: the German “dual system” is an example of alternance training.

Quelle: CEDEFOP 2014

Analyse des Ausbildungsbedarfs

► training needs analysis

Definition: Systematic evaluation of present and future skills needs against the skills available to implement an efficient training strategy.

Quelle: CEDEFOP 2014

Anbieter der allgemeinen oder beruflichen Bildung

► education or training provider

Definition: Any organisation or individual providing education or training services.

Quelle: CEDEFOP 2014

anerkannter Ausbildungsberuf

- recognised training occupation
- state-recognised training occupation

anerkannter Berufsabschluss

- recognised vocational qualification

anerkannter Fortbildungsabschluss

- recognised advanced vocational qualification

Anerkennung

► recognition

Definition: Formal recognition: the process of granting official status to skills and competences either through the award of certificates or through the grant of equivalence, credit units, validation of gained skills and/or competences; and/or social recognition: the acknowledgement of the value of skills and/or competences by economic and social stakeholders.

Quelle: CEDEFOP 2004

Anerkennungsgesetz

Gesetz zur Verbesserung der Feststellung und Anerkennung im Ausland erworbener Berufsqualifikationen

- Law to improve the assessment and recognition of foreign professional qualifications
- Assessment and Recognition of Foreign Professional Qualifications Act
- Recognition Act

Definition: The Federal Recognition Act simplifies and standardises procedures for the evaluation of foreign professional or vocational qualifications governed by Federal Law and opens up such procedures to target groups not previously entitled to pursue such a route.

Quelle: Homepage Anerkennung

Anerkennung von früher erworbenen Kenntnissen

- accreditation of prior learning – APL
- prior learning assessment – PLA
- recognition of prior learning – RPL

Anerkennung von Lernergebnissen

- recognition of learning outcomes

Quelle: CEDEFOP 2014

Anerkennung von Qualifikationen

- recognition of qualifications
- mutual recognition of qualifications

Quelle: CEDEFOP 2004

Anpassungsfähigkeit

► adaptability

Definition: Capacity of an organisation or of an individual to adapt to new technologies, new market conditions and new work patterns.

Quelle: CEDEFOP 2014

Anpassungsfortbildung

► updating training

Definition: Training designed to bring skills and knowledge up to date with new processes, materials, and technology.

Quelle: CEDEFOP 1996

Anpassungsqualifizierung

► refresher training

Quelle: CEDEFOP 1996

Anschlussfähigkeit

► connectivity

Anwendungslernen

► learning-by-using

Definition: Learning acquired by repeated use of tools or facilities, but without instruction.

Quelle: CEDEFOP 2004

Anzeiger für die allgemeine und berufliche Bildung

► Education and Training Monitor

Definition: The Education and Training Monitor is an annual series that reports on the evolution of education and training systems across Europe, bringing together the latest quantitative and qualitative data, recent technical reports and studies, plus policy documents and developments.

Quelle: Homepage Education and Training Monitor

Arbeitnehmerüberlassung

► employee leasing

Verwandte Begriffe: employee leasing service, employee leasing establishment

Arbeitsamt

- ▶ employment office

Verwandte Begriffe: Federal Employment Agency

Arbeitsgebiet

- ▶ field of activity

Arbeitsgemeinschaft**Berufsbildungsforschungsnetz (AG BFN)**

- ▶ Vocational Education and Training Research Network

Arbeitskräfteangebot

- ▶ labour supply

Arbeitskreis

- ▶ working group

Arbeitslehre

- ▶ work theory
- ▶ introduction to the world of work
- ▶ practical work lessons
- ▶ work preparation

Arbeitsmarktfähigkeit**Arbeitsmarktfitness**

- ▶ employability

Definition: The degree of adaptability an individual demonstrates in finding and keeping a job, and updating occupational skills.

Quelle: CEDEFOP 2004

arbeitsnahes Lernen**arbeitsgestütztes Lernen**

- ▶ work-based learning

Definition: Acquisition of knowledge and skills through carrying out – and reflecting on – tasks in a vocational context.

arbeitsprozessorientierte Qualifizierung**AP0-Methode**

- ▶ work-process-oriented training

Arbeitswelt

- ▶ world of work
- ▶ working world

Attraktivität der Berufsbildung

- ▶ attractiveness of vocational education and training

Quelle: CEDEFOP 2014

Auffrischkurse

- ▶ refresher courses

Definition: A course that revises or updates previously acquired knowledge and skills.

Quelle: IAB-Glossar Englisch 2004

Aufstieg

- ▶ career advancement

Verwandte Begriffe: career-advancement qualification

Aufstieg durch Bildung

- ▶ Advancement through Education

Anmerkung: Qualification Initiative of the Federal Government

Aufstiegsfortbildung

- ▶ upgrading training

Anmerkung: advancement/progression of a worker/job to a higher grade

Quelle: CEDEFOP 1996

Aufstiegsorientierung

- ▶ advancement pathways

Aufstiegsqualifikation**berufliche Aufstiegsqualifikation**

- ▶ advanced vocational (training) qualification

Aufstiegsstipendium

- ▶ advancement grant

Anmerkung: As part of its Qualification Initiative the German Federal Government has announced a programme to provide financial assistance for vocationally qualified individuals to take up degree-level studies in the form of an advancement grant.

- ▶ upgrading scholarship

Ausbau von Qualifikationen

- ▶ upskilling

Definition: Short-term targeted training typically provided following initial education or training, and aimed at supplementing, improving or updating knowledge, skills and/or competences acquired during previous training.

Quelle: CEDEFOP 2014

Ausbildender

- ▶ training employer
- ▶ employer providing training

Definition: The party who signs the contract with the trainee is called the "training employer". The owner of the firm can assign the task of training to an employee – an instructor – who is qualified to provide training. In small firms, the training employer and the instructor are usually the same person – the owner himself.

Ausbilderin/Ausbilder

- ▶ trainer

Definition: Trainers are responsible for planning training content and schedules and for conducting in-company vocational training programmes.

Ausbildereignungsverordnung (AEVO)

- ▶ Ordinance on Trainer Aptitude

Ausbildung

- ▶ training

Ausbildung am Arbeitsplatz

- ▶ on-the-job training

Definition: Vocational training given in the normal work situation. It may constitute the whole training or be combined with off-the-job training.

Quelle: CEDEFOP 2014

- ▶ workplace-based training

Ausbildung außerhalb des Arbeitsplatzes

- ▶ off-the-job training

Definition: Vocational training undertaken away from the normal work situation. It is usually only part of a whole training programme, in which it is combined with on-the-job training.

Quelle: CEDEFOP 2014

Ausbildung im Baukastensystem

- ▶ modular training

Definition: A training programme consisting mainly of independent modules which may be taken in a flexible way to achieve a variety of objectives. The modules will normally be integrated in some form as part of a programme.

Verwandte Begriffe: modularisation

Quelle: CEDEFOP 1996

Ausbildungsabschlussprüfung

- ▶ final examination after completion of training

Ausbildungsangebot

- ▶ training places on offer
- ▶ supply of training places

Anmerkung: im Sinne von Lehrstellenangebot

Ausbildungsbausteine

- ▶ training modules

Definition: Training modules are time-limited, standardised and didactically founded constituent elements of applicable training regulations. They describe what learners should be able to do after completion of a module.

Verwandte Begriffe: modular training

Ausbildungsbedarf

- ▶ training needs

ausbildungsbegleitende Hilfen (abH)

- ▶ assistance that is provided during vocational education and training

- ▶ in-training support
- ▶ training assistance

Ausbildungsberuf

- ▶ occupation requiring formal training
- ▶ training occupation

Anmerkung: Kurzform von "occupation requiring formal training"

Ausbildungsbetrieb

- ▶ training company
- ▶ company providing training
- ▶ company offering training

Ausbildungsbonus

- ▶ training bonus

Definition: The training bonus system foresees government assistance for enterprises which take on unplaced applicants from previous years.

Verwandte Begriffe: unplaced applicants from previous years, Qualification Initiative

Ausbildungsdauer

- ▶ duration of traineeship
- ▶ duration of training

Ausbildungserträge

- ▶ gains
- ▶ training returns

Verwandte Begriffe: Costs and benefits of in-company vocational training, gross costs, net costs, company size, training sector, hiring patterns, benefits of providing training

ausbildungsfähig

- ▶ trainable
- ▶ capable of entering training
- ▶ being able to enter an apprenticeship

Ausbildungsförderung

- ▶ training assistance
- ▶ training grant
- ▶ educational grant
- ▶ measures to foster (vocational) training
- ▶ promotion of (vocational) training

Ausbildungsgang

- ▶ Ausbildungsprogramm
- ▶ training scheme

Ausbildungskosten

- ▶ training costs

Ausbildungsmarkt

- ▶ apprenticeship market
- ▶ training market
- ▶ vocational training market

Ausbildungsmarktstatistik

- ▶ apprenticeship market statistics
- ▶ training market statistics

Ausbildungsnachfrage**Ausbildungsplatznachfrage**

- ▶ apprenticeship (places) demand
- ▶ training places demand
- ▶ demand for training places

Verwandte Begriffe: supply-demand ratio

Ausbildungsnachweis

- ▶ training certificate
- ▶ evidence of formal qualifications

Definition: Diplomas, certificates and other evidence issued by an authority in a Member State designated pursuant to legislative, regulatory or administrative provisions of that Member State and certifying successful completion of professional training obtained mainly in the Community.

Quelle: EC Directive

Ausbildungsordnung

- ▶ training regulation

Verwandte Begriffe: initial training regulation, vocational training regulation

Ausbildungspakt**Nationaler Pakt für Ausbildung und****Fachkräftenachwuchs**

- ▶ National Pact for Training and Young Skilled Staff
- ▶ Training Pact

Verwandte Begriffe: introductory qualifications, training places levy, Law on Securing Vocational Training

Quelle: BMBF 2011

Ausbildungsplanung

- ▶ training course planning

Ausbildungsplatz

- ▶ apprenticeship (place)
- ▶ training place

Ausbildungsplatzabgabe**Ausbildungsabgabe**

- ▶ training places levy

Ausbildungsplatzangebot

- ▶ apprenticeship (places) supply
- ▶ training places supply

Ausbildungsplatzbewerber/-in**Lehrstellenbewerber/-in**

- ▶ apprenticeship applicant
- ▶ training place applicant

Ausbildungsplatzentwickler/-in

- ▶ apprenticeship (places) developer
- ▶ training place developer

Ausbildungsprofil

- ▶ training profile

Definition: Training profiles offer basic information on individual training occupations.

Ausbildungsrahmenplan

- ▶ general training plan

Ausbildungsreife

- ▶ apprenticeship entry maturity
- ▶ training maturity
- ▶ traineeship entry maturity
- ▶ maturity required for successful vocational training
- ▶ maturity necessary for successfully completing a course of vocational training

Definition: Having the necessary numeracy and literacy skills for taking up an apprenticeship; meeting the entry requirements for an apprenticeship.

Verwandte Begriffe: lack of apprenticeship entry maturity

Ausbildungsstelle**Lehrstelle**

- ▶ training place
- ▶ apprenticeship place

Verwandte Begriffe: training places market

Ausbildungsstellenmarkt**Lehrstellenmarkt**

- ▶ training places market
- ▶ apprenticeship (places) market

Ausbildungsträger**Ausbildungsanbieter**

- ▶ training provider

Definition: Any organisation or individual providing training services.

Quelle: CEDEFOP 2014

Ausbildungsverbund

- ▶ collaborative training venture
- ▶ cooperative training network
- ▶ training consortium

Definition: Several natural persons or legal entities may cooperate within the framework of a collaborative training venture to discharge the

contractual obligations of training employers as long as responsibility for the individual stages of initial training and for the period of initial training as a whole is ensured (collaborative training).

Quelle: BMBF 2005

Ausbildungsvergütung

► training allowance

Verwandte Begriffe: agreed training allowance

Ausbildungsverlauf

- course of training
- process of training
- vocational training trajectory

Ausbildungsvertrag

- apprenticeship contract
- training contract

Definition: The apprenticeship contract is a fixed-term contract where the apprentice's work is remunerated by a certain financial sum stipulated by law.

Verwandte Begriffe: newly concluded training contracts

ausbildungsvorbereitendes Jahr (AVJ)

- training preparation year

Ausbildungsvorbereitung

- training preparation

Ausbildungsweg

Ausbildungszweig

- pathway of training
- training pathway

Definition: Broad group of training programmes, that share the same main characteristics (e.g. duration, place of training, qualification level, etc.). Most countries have different vocational training pathways. The main difference is school- or training centre-based versus work-based training.

Quelle: CEDEFOP 2004

Ausbildungswerkstatt

Ausbildungswerkstätte

- training workshop
- apprenticeship workshop

außerbetriebliche Ausbildung

außerbetriebliche Berufsausbildung

- extra-company (vocational) education and training
- extra-company (vocational) training
- non-company training

Verwandte Begriffe: company training, in-company training

außerbetriebliche Ausbildungsplätze

außerbetriebliche Lehrstellen

- extra-company training places
- non-company training places

außerschulische Ausbildung

- out-of-school education

Quelle: IAB-Glossar Englisch 2004

außerschulische Berufsbildung

- vocational training out-of-school
- non-school-based vocational training
- vocational education out-of-school
- non-formal vocational training

außerschulische Erziehung

- extra-curricular education

ausstellende Stelle

- awarding body

Definition: A body issuing qualifications (certificates or diplomas) formally recognising the achievements of an individual, following a standard assessment procedure.

Aus- und Weiterbildung

- initial and continuing vocational education and training

Auszubildende/Auszubildender

Lehrling

- apprentice
- trainee

Definition: An apprentice or trainee is a person undertaking vocational training over a specified period in a skilled trade or skilled occupation.

Anmerkung: "Trainee" is a more flexible concept than "apprentice".

Quelle: CEDEFOP 1996

B

Basisqualifikationen

Siehe auch: Grundfertigkeiten, Grundkompetenzen, Grundqualifikationen, Kernqualifikationen

- basic skills

Definition: The skills and competences needed to function in contemporary society, e.g. listening, speaking, reading, writing and mathematics.

Quelle: CEDEFOP 2004

Befähigungsnachweis

Bescheinigung

Diplom

Siehe auch: Zertifikat, Zeugnis, Titel

- ▶ **certificate**
- ▶ **diploma**
- ▶ **title**

Definition: An official document, issued by an awarding body, which records achievements of an individual following assessment against a predefined standard.

Quelle: CEDEFOP 2014

beiläufiges Lernen

Gelegenheitslernen

implizites Lernen

- ▶ **incidental learning**

Definition: Incidental learning is unintentional or unplanned learning that results from other activities.

Verwandte Begriffe: informal learning, non-formal learning, implicit learning, self-directed learning

benachbarte Berufe

- ▶ **related occupations**

benachteiligte Jugendliche

- ▶ **disadvantaged young people**

Verwandte Begriffe: social disadvantages, learning difficulties

Benachteiligtenförderung (in der beruflichen Bildung)

- ▶ **support of disadvantaged young people (in vocational education and training)**
- ▶ **promotion of disadvantaged young people**
- ▶ **assistance for disadvantaged individuals**

Benachteiligtenprogramm

- ▶ **support programme/scheme for disadvantaged young people**

Verwandte Begriffe: disadvantaged young people

Beratung und Orientierung

- ▶ **guidance and counselling**

Definition: A range of activities designed to help individuals take educational, vocational or personal decisions and carry them out before and after they enter the labour market.

Quelle: CEDEFOP 2014

Berichtsheft

- ▶ **report book**
- ▶ **record book**

Definition: Every trainee is required to keep a report book, a written record of his initial training. The trainee must be given the opportunity to keep such a report book during the period of initial training. The training employer shall review the report book regularly.

Beruf

- ▶ **occupation**

Anmerkung: Beruf im Sinne einer beruflichen Tätigkeit nach einer Ausbildung im dualen System.

- ▶ **profession**

Anmerkung: Beruf im Sinne von akademischer Beruf oder freier Beruf.

- ▶ **trade**

Anmerkung: Beruf im Sinne von handwerklicher Tätigkeit.

Quelle: IAB-Glossar Englisch 2004

Berufe im Gesundheitswesen

- ▶ **healthcare occupations**

berufliche Bildung

Berufsausbildung

Berufsbildung

berufliche Qualifizierung

- ▶ **vocational education and training (VET)**
- ▶ **vocational training**

Definition: Education and Training which aims to equip people with skills and competences that can be used on the labour market.

Quelle: CEDEFOP 2004

- ▶ **technical and vocational education and training (TVET)**

Definition: TVET is concerned with the acquisition of knowledge and skills for the world of work.

Throughout the course of history, various terms have been used to describe elements of the field that are now conceived as comprising TVET. These include: Apprenticeship Training, Vocational Education, Technical Education, Technical-Vocational Education (TVE), Occupational Education (OE), Vocational Education and Training (VET), Career and Technical Education (CTE), Workforce Education (WE), Workplace Education (WE), etc. Several of these terms are commonly used in specific geographic areas.

Quelle: Homepage UNESCO

- ▶ **career education**

Anmerkung: Amerikanischer Terminus

berufliche Entwicklung

beruflicher Werdegang

Berufsverlauf

- ▶ **career path**
- ▶ **career progression**
- ▶ **career route**
- ▶ **career history**
- ▶ **occupational pathway**
- ▶ **occupation path**

berufliche Fähigkeiten

- ▶ occupational skills

berufliche Fortbildung

- ▶ advanced vocational training
- ▶ further training

Quelle: CEDEFOP 2004

berufliche Fortbildungsmaßnahme

- ▶ further vocational training course
- ▶ further vocational training scheme
- ▶ further training programme

berufliche Grundbildung

- ▶ basic vocational training

berufliche Handlungsfähigkeit

- ▶ occupational proficiency
- ▶ employability skills
- ▶ vocational proficiency

berufliche Qualifikation

- ▶ vocational skills

Anmerkung: Manchmal auch im Singular "skill" gebraucht.

- ▶ vocational competence

berufliche Qualifizierungsmaßnahme

- ▶ vocational training scheme (VTS)
- ▶ vocational training programme

berufliches Gymnasium

- ▶ vocational grammar school

Definition: Type of school at upper secondary level offering a three-year course of education which includes both the general education subjects taught at upper Gymnasium level and career-oriented subjects, such as business and technology, but which also leads to the general higher education entrance qualification.

Verwandte Begriffe: higher education entrance qualification

Quelle: KMK 2010

(berufliche) Umschulung

- ▶ retraining

Definition: Training enabling individuals to access either an occupation requiring skills other than those for which they were prepared originally, or new professional activities.

Quelle: CEDEFOP 2004

berufliche Weiterbildung

- ▶ professional development

Definition: Any action undertaken to improve professional performance.

Quelle: CEDEFOP 2014

berufliche Weiterbildungsmaßnahme

- ▶ continuing vocational training course

Berufsabschluss

- ▶ vocational qualification
- ▶ vocational certificate

Berufsakademie

- ▶ college of advanced vocational studies

Definition: Colleges of advanced vocational studies are full-time vocational education and training institutions which only exist in certain states (Länder). As a rule students must have a qualification for entry to higher education (the Abitur). Training takes three years and is normally offered in cooperation with companies (placements during the programme of studies).

- ▶ university of cooperative education

Definition: Universities of cooperative education (UCE) are state-approved educational institutions which have a special position next to the normal universities. The courses take three years, in which theoretical and practical learning alternate. That means that a period of university is followed by a period of practical education in a company which is the educational partner of the UCE.

Quelle: Homepage Study in Germany

Berufsaufbauschule

- ▶ vocational extension school

Definition: Vocational extension schools are attended by young people who are undergoing vocational training or who are employed.

Berufsausbildungssicherungsgesetz (BerASichG)

- ▶ Law on Securing Vocational Training
- ▶ Draft Law on Securing Vocational Training

Verwandte Begriffe: National Pact for Training and Young Skilled Staff

Berufsausbildungsvorbereitung (BAV)

- ▶ vocational training preparation

Verwandte Begriffe: vocational preparation schemes

Berufsausbildungsvorbereitungs-Bescheinigungsverordnung (BAVBVO)

- ▶ Ordinance on the Certification of Basic Vocational Skills within the Framework of Preparation for Vocational Education and Training
- ▶ Ordinance on the Certification of the Fundamentals of Vocational Proficiency in the Context of Preparation for Vocational Education and Training

Anmerkung: The basic vocational competence that the individual acquires in the course of training preparation can be certified by the training provider. Certification is regulated by the BAVBVO (ordinance on the certification of the fundamentals of vocational proficiency in the context of preparation for vocational education and training).

berufsbegleitend

- ▶ **in-service**
- ▶ **during employment**

Verwandte Begriffe: in-service training, qualification during employment

berufsbegleitende Ausbildung

berufsbegleitende Weiterbildung

- ▶ **in-service training**

Verwandte Begriffe: in-service teacher training, in-service training grants

berufsbegleitende Nachqualifizierung

- ▶ **qualification during employment**
- ▶ **training during employment**

Berufsberatung

- ▶ **vocational guidance**

Definition: Help given to the individual inside or outside the school system in choosing a career or occupation.

Verwandte Begriffe: vocational orientation

Quelle: IAB-Glossar Englisch 2004

Berufsberatungsjahr

- ▶ **vocational guidance year**

Definition: The reporting period of the vocational guidance services (1 October – 30 September).

Berufsberatungsstatistik

- ▶ **statistics issued by the Federal Employment Agency's vocational guidance services**

Verwandte Begriffe: Federal Employment Agency, placement year

Berufsbereich

Berufsfeld

- ▶ **field of occupation**
- ▶ **occupational field**

Verwandte Begriffe: primary occupational field, major occupational field

Berufsbezeichnung

- ▶ **designation (of an occupation)**
- ▶ **occupational designation**
- ▶ **occupational title**

Berufsbildungsbericht

- ▶ **Report on Vocational Education and Training**

- ▶ **Vocational Training Report**

Definition: The Report on Vocational Education and Training has been providing annual information since 1977, the current foundation being § 86 of the Vocational Training Act (cf. § 86 Paragraph 1 BBiG). Information includes the number of newly concluded training contracts, associated developments on the training places market, and the further development of vocational education and training in overall terms. Verwandte Begriffe: Data Report, VET Data Report

Berufsbildungsförderungsgesetz (BerBiFG)

- ▶ **Vocational Training Promotion Act**

Berufsbildungsgesetz (BBiG)

- ▶ **Vocational Training Act**

Definition: The German Vocational Training Act of 1969 was reformed in 2005. The aim of the law is to equip young people about to enter the world of work with complete occupational proficiency within a broadly contoured area of work.

Verwandte Begriffe: Vocational Training Reform Act

Berufsbildungsrecht

- ▶ **vocational education and training law**
- ▶ **vocational training law**

Berufsbildungsreformgesetz (BerBiRefG)

- ▶ **Vocational Training Reform Act**

Definition: The Vocational Training Reform Act has extensively revised and merged the Vocational Training Act of 1969 and the Vocational Training Promotion Act of 1981. The purpose of the reform is to ensure and improve youth training opportunities and the high quality of vocational education and training for all young people, irrespective of their social or regional origins. The Act came into force on 1 April 2005.

Verwandte Begriffe: Vocational Training Act

Berufsbildungsstätte (BBS)

- ▶ **vocational training centre**
- ▶ **vocational training facility**

Definition: Early, practice-oriented, systematic vocational guidance is being provided at inter-company vocational training centres and similar vocational training facilities to make the transition from school to 'dual' vocational training (that combines part-time vocational schooling with practical work experience) easier for young people.

Verwandte Begriffe: inter-company vocational training centre

Berufsbildungswerk (BBW)

► vocational training centre for disabled young people

Definition: A training centre for initial vocational education and training for disabled young people.

Verwandte Begriffe: vocational retraining centres for adults with disabilities

Berufseinstiegsbegleitung (BerEb)

► career entry support (programme)

Definition: Support programme within the initiative of the Federal Ministry of Education and Research (BMBWF) “Qualify and Connect – the education chain up to qualification” which works towards qualitative improvement of the transition from school to dual training.

Berufserfahrung

► professional experience

Definition: The actual and lawful pursuit of an occupation or profession.

Berufsfachschule

► full-time vocational school

Definition: Below university level in the German vocational training system, full-time vocational schools that lead to full vocational qualification constitute an alternative to the dual vocational training system (which combines part-time vocational schooling with practical work experience), schools in the health care sector, and civil service training. Full-time vocational schools are part of the school system and therefore fall under the purview of Germany’s federal states.

Berufsfähigkeit

Beschäftigungsfähigkeit

► employability

Definition: The degree of adaptability an individual demonstrates in finding and keeping a job, and updating occupational skills.

Quelle: CEDEFOP 2004

Berufsförderungswerk (BFW)

► vocational retraining centre (for adults with disabilities)

Verwandte Begriffe: vocational training centre for disabled juveniles

Berufsgrundbildungsjahr (BGJ)

Berufsgrundschuljahr

► basic vocational training year

Definition: The school-based educational provision on offer (basic vocational training year, prevocational training year, full-time vocational

school) offers opportunities to complete compulsory schooling, to have a further attempt at achieving school-leaving qualifications, and to receive basic vocational training.

Berufsgymnasium

► vocational grammar school

Definition: Type of school at upper secondary level offering a three-year course of education which includes both the general education subjects taught at upper Gymnasium level and career oriented subjects, such as business and technology, but which also leads to the general higher education entrance qualification.

Verwandte Begriffe: higher education entrance qualification

Quelle: KMK 2010

Berufskolleg

Berufsschule

► vocational school

► part-time vocational school

Definition: Vocational school at upper secondary level generally providing part-time instruction in general and vocational subjects to trainees receiving vocational education and training within the dual system.

Anmerkung: In Bezug auf das duale System der Berufsausbildung sollte immer von einer “part-time vocational school” gesprochen werden.

Quelle: KMK 2010

Berufskonzept

Konzept der Beruflichkeit der Ausbildung

► occupation-based approach to initial and continuing training

► concept of (initial and continuing vocational education and training based on) the regulated occupation

► occupational concept

► vocational concept

Definition: Vocational training in the German dual system is based on the occupational concept: occupations requiring formal training should be oriented to the groups of qualifications that are typical for the relevant work processes.

Anmerkung: Der deutsche Begriff “Berufskonzept” sollte immer zu der Übersetzung hinzugefügt werden.

Verwandte Begriffe: occupation principle

Berufsorientierung (BO)

► vocational orientation

► career orientation

Berufsprinzip

- ▶ **occupation principle (tailoring vocational training to specific, recognised skilled occupations)**

- ▶ **principle of the regulated occupation**

Anmerkung: Der deutsche Begriff "Berufsprinzip" sollte immer zu der Übersetzung hinzugefügt werden.

Verwandte Begriffe: occupational concept

Berufsqualifikationen

- ▶ **professional qualifications**
- ▶ **professional and vocational qualifications**

Berufsqualifikationsfeststellungsgesetz (BQFG)

Gesetz über die Feststellung der Gleichwertigkeit von Berufsqualifikationen

- ▶ **Professional Qualifications Assessment Act**
- ▶ **Act concerning the Assessment of Equivalence of Professional Qualifications**

Definition: This Act serves to improve the use of professional qualifications acquired abroad so that holders of such qualifications can find work commensurate with those qualifications on the German labour market.

Quelle: Homepage Anerkennung

Berufsstart

- ▶ **career entry**

Berufseinsteiger/-in

- ▶ **career entrant**

berufsvorbereitende Maßnahmen

- ▶ **vocational preparation schemes**

Verwandte Begriffe: vocational training preparation

berufsvorbereitendes Betriebspraktikum

- ▶ **prevocational placement**
- ▶ **prevocational period of work experience**
- ▶ **prevocational traineeship**

Berufsvorbereitungsjahr (BVJ)

- ▶ **prevocational training year**

Definition: Preparation for those young people who do not have a training contract, helping them to choose a career and providing them with vocational training in the form of full-time instruction designed to provide an introduction to one or two occupational fields.

Quelle: KMK 2010

Berufswahl

- ▶ **career choice**

Berufswahlreife

- ▶ **maturity to make vocational choices**

Berufswelt

- ▶ **world of work**

Quelle: IAB-Glossar Englisch 2004

Beschäftigungschancengesetz

- ▶ **Employment Opportunities Act**

Quelle: BMBF 2011

Beschäftigungsförderung

- ▶ **employment promotion**
- ▶ **employment support**

Definition: The employment offices and joint institutions carry out their tasks as entrusted to them in the Social Code SGB III (employment promotion) and the Social Code SGB II (subsistence guarantee for job-seekers).

Beschäftigungsverhältnis

- ▶ **employment**
- ▶ **employment contract**

Quelle: IAB-Glossar Englisch 2004

Bescheinigung

Siehe auch: Befähigungsnachweis, Diplom, Qualifikation, Zertifikat, Zeugnis

- ▶ **certificate**

Definition: An official document, issued by an awarding body, which records the achievements of an individual following a standard assessment procedure.

- ▶ **qualification**

Definition: An official record (certificate, diploma) of achievement which recognises successful completion of education or training, or satisfactory performance in a test or examination.

- ▶ **diploma**

Verwandte Begriffe: leaving-certificate, vocational leaving-certificate

Quelle: CEDEFOP 2014

betriebliche Ausbildung

- ▶ **in-company training**
- ▶ **company-based training**
- ▶ **company training**
- ▶ **in-house training**

Verwandte Begriffe: non-company training

betriebliche Fördermaßnahme

- ▶ **company training measure**

betriebliche Weiterbildung

- ▶ **continuing vocational training in enterprises**
- ▶ **company-based continuing training**

betrieblicher Ausbildungsplatz

- ▶ company-based apprenticeship place
- ▶ company-based training place

betriebliches Praktikum**Betriebspraktikum**

- ▶ internship

Definition: Unpaid period of employment usually undertaken by young adults with a view to gaining experience.

- ▶ practical placement

Definition: Compulsory period of work experience as part of a training course.

- ▶ work experience (placement)

Anmerkung: for school children

- ▶ period of practical training

betriebsnahe Ausbildung

- ▶ (practical) training offered by external providers in close cooperation with local enterprises

Betriebsrat

- ▶ works council
- ▶ workers' council

Betriebstage

- ▶ practical placement days

Betriebsverfassungsgesetz (BetrVG)

- ▶ Works Constitution Act

Quelle: Homepage BMAS

Bewertung

- ▶ assessment

Definition: The sum of methods and processes used to evaluate the attainments (knowledge, know-how, skills and competences) of an individual and typically leading to certification.

Verwandte Begriffe: certification

Quelle: EU Glossary

Bewertung von Lernergebnissen

- ▶ assessment of learning outcomes

Definition: Process of appraising knowledge, know-how, skills and/or competences of an individual against predefined criteria (learning expectations, measurement of learning outcomes). Assessment is typically followed by certification.

Quelle: CEDEFOP 2004

Bildung außerhalb der Schulpflicht**Bildung nach Ende der Schulpflicht**

- ▶ post-compulsory education

Definition: Education followed by an individual after the minimum legal school-leaving age.

Verwandte Begriffe: compulsory education

Quelle: CEDEFOP 2004

Bildungsabbruch**Ausbildungsabbruch**

- ▶ dropout
- ▶ early school-leaving
- ▶ education dropout
- ▶ training dropout

Definition: Withdrawal from an education or training programme before its completion.

Anmerkung: This term designates both the process (early school-leaving) and the persons (early school-leavers) who fail to complete a course. Besides early school-leavers, dropouts may also include learners who have completed education or training but failed the examinations.

Quelle: CEDEFOP 2014

Bildungsabschluss

- ▶ qualification

Quelle: CEDEFOP 1996

Bildungsanbieter**Bildungsträger**

- ▶ education(al) provider
- ▶ training provider

Anmerkung: depending on context

Bildungsangebot

- ▶ training provision
- ▶ education(al) provision

Verwandte Begriffe: training provision planning

Bildungsberatung

- ▶ educational counselling
- ▶ vocational counselling
- ▶ training counselling

Anmerkung: depending on context

Bildungscontrolling

- ▶ assessment of training programmes
- ▶ monitoring of the value of training
- ▶ educational controlling

Anmerkung: Der Begriff "educational controlling" wird häufig in Übersetzungen von Fachtexten der deutschen Bildungsforschung verwendet. Da es sich um einen deutschen Ansatz handelt, gibt es keine direkte Entsprechung in GB/US. Daher besser oben genannte umschreibende Varianten verwenden.

Bildungseinrichtung

- ▶ educational establishment
- ▶ educational institution
- ▶ training establishment

Anmerkung: depending on context

Bildungsforschung

- ▶ educational research
- ▶ (vocational) training research

Anmerkung: depending on context

Verwandte Begriffe: empirical educational research, training research data

Bildungsgutschein

- ▶ education voucher
- ▶ training voucher

Anmerkung: depending on context

Bildungshintergrund

- ▶ education background

Bildungsinländer/-in

- ▶ non-nationals who have completed their school education in Germany
- ▶ non-nationals who have acquired their university entrance qualification in Germany
- ▶ non-nationals who completed their school education in a German-speaking environment

Definition: International (university) applicants with a German Abitur including applicants from a German school abroad.

Verwandte Begriffe: Bildungsausländer

Bildungsprämie

- ▶ continuing education grant

Definition: The Federal Ministry of Education and Research (BMBF) supports individual investment in continuing vocational education and training with the "Continuing Education Grant" programme. The Continuing Education Grant gives a 50 percent reduction in continuing education costs, and is intended to mobilise working people to participate in training.

Bildungsströme

- ▶ educational flow

Verwandte Begriffe: pupil flow

Bildungsurlaub

- ▶ educational leave

Definition: According to the Law for Further Education of Employees (Arbeitnehmerweiterbildungsgesetz, AWbG) employees in Germany are entitled to take 5 days of company leave for the purpose of socio-political learning and professional training.

Verwandte Begriffe: paid educational leave

Bildungsweg

- ▶ educational pathway
- ▶ (vocational) education pathway
- ▶ educational stream

bisheriger Bildungsweg

- ▶ educational background
- ▶ prior educational background
- ▶ prior education

Definition: A person's educational background means all the schools/colleges etc. that he/she has attended and all the qualifications that he/she has gained; in a curriculum vitae you state details of your educational background.

Bundesagentur für Arbeit (BA)

- ▶ Federal Employment Agency

Definition: The Federal Employment Agency (Bundesagentur für Arbeit – BA) is the largest provider of labour market services in Germany. It has a network of more than 700 agencies and branch offices nationwide. Its most important tasks are job and training placement, career counselling and providing benefits replacing employment income such as unemployment benefit and insolvency payments. The Family Benefits Office (Familienkasse), which provides child benefit, is also part of the Federal Employment Agency.

Quelle: Homepage Bundesagentur für Arbeit (BA)

Bundeseinheitlichkeit

- ▶ federal uniformity
- ▶ national standards
- ▶ nationwide standards

Bundesinstitut für Berufsbildung (BIBB)

- ▶ Federal Institute for Vocational Education and Training

Verwandte Begriffe: Board, Research Council

Bundesministerium für Bildung und Forschung (BMBF)

- ▶ Federal Ministry of Education and Research

Quelle: Homepage BMBF

Bundesverband der Deutschen Industrie (BDI)

- ▶ Federation of German Industries (BDI)

Definition: The Federation of German Industries is the umbrella organisation of German industry and industry-related service providers. It speaks on behalf of 36 sector associations and represents over 100,000 large, medium-sized and small enterprises with more than eight million employees.

Quelle: Homepage BDI

Bundesvereinigung der Deutschen Arbeitgeberverbände (BDA)

► **Confederation of German Employers' Associations (BDA)**

Definition: BDA's central mission is to actively represent business interests in the field of social policy.

Quelle: Homepage BDA

BWP – Berufsbildung in Wissenschaft und Praxis

► **BWP – Vocational Training in Research and Practice**

Definition: The journal "Berufsbildung in Wissenschaft und Praxis - BWP" (Vocational Training in Research and Practice) reports on research findings on and practical experience with topical issues from the field of vocational education and training, thus fostering an exchange between players in education research, day-to-day education practice, and education policy. BWP is published six times a year: in February, April, June, August, October, and December.

D

Dachverband

► **umbrella organisation**

Datenbank der Qualifizierungsbausteine

► **database of training modules**

Verwandte Begriffe: training modules

Deutsche Referenzstelle für Qualitätssicherung in der beruflichen Bildung: DEQA-VET

► **National Reference Point for Quality Assurance in Vocational Education and Training**

Definition: DEQA-VET is part of a European network of National Quality Assurance Reference Points. Their purpose is to foster the development of a common understanding of quality assurance and its application in vocational education and training (VET).

Quelle: Homepage DEQA-VET

Deutscher Industrie- und Handelskammertag (DIHK)

► **Association of German Chambers of Industry and Commerce (DIHK)**

Definition: The Association of German Chambers of Commerce and Industry (Deutscher Industrie- und Handelskammertag, DIHK) is the central organisation for 80 Chambers of Commerce and

Industry, CCI (Industrie- und Handelskammern, IHKs) in Germany. All German companies registered in Germany, with the exception of handicraft businesses, the free professions and farms, are required by law to join a chamber. Thus, the DIHK speaks for more than three million entrepreneurs.

Quelle: Homepage DIHK

Deutscher Qualifikationsrahmen (DQR)

► **German Qualifications Framework**

Verwandte Begriffe: EQF, NQR

Quelle: Homepage European Commission

Deutsches Institut für Erwachsenenbildung – Leibniz-Zentrum für Lebenslanges Lernen (DIE)

► **German Institute for Adult Education – Leibniz Centre for Lifelong Learning (DIE)**

Definition: The German Institute for Adult Education – Leibniz Centre for Lifelong Learning (DIE) is the infrastructural facility for science and practice of continuing education in Germany.

Quelle: Homepage DIE

Deutsches Institut für Internationale Pädagogische Forschung (DIPF)

► **German Institute for International Educational Research**

Definition: The German Institute for International Educational Research supports educational research, educational practice, educational policy and educational administration on the basis of scientific infrastructure services as well as research and educational system evaluations.

Quelle: Homepage DIPF

Diplom

Siehe auch: Befähigungsnachweis, Bescheinigung, Qualifikation, Zertifikat, Zeugnis

► **certificate**

► **qualification**

► **diploma**

Definition: An official document, issued by an awarding body, which records the achievements of an individual following a standard assessment procedure.

Verwandte Begriffe: leaving-certificate, vocational leaving-certificate

Quelle: CEDEFOP 2014

duale Ausbildung

► **vocational training in the dual system**

Definition: Two-thirds of young people in Germany undergo vocational training in the dual system for two to three and a half years, depending on their chosen

occupation. It is described as a “dual system” because training is carried out in two places of learning: at the workplace and in a vocational school (Berufsschule).

- ▶ **dual system of vocational education and training**
- ▶ **vocational education and training under the dual system**

Verwandte Begriffe: occupation, part-time school

Duale Hochschule

- ▶ **Cooperative State University**

duales Studium

duale Studiengänge

- ▶ **dual study courses**
- ▶ **dual higher education study**
- ▶ **dual courses of (higher education) study**

Definition: A combination of study and practical training. In most cases, a dual course of study leads to a diploma from a university of applied sciences (Fachhochschule).

Durchlässigkeit

- ▶ **permeability**

E

Einfachberuf

- ▶ **reduced-skill occupation**
- ▶ **low-skill occupation**

Definition: Reduced-skill occupations are less demanding occupations that require only two years of vocational training.

Verwandte Begriffe: low skilled

(betriebliche) Einstiegsqualifizierung (EQ)

- ▶ **introductory training**
- ▶ **introductory qualifications**

Definition: Introduced in 2004 in the wake of the Training Pact, introductory training for young people is the most recent type of measure to be offered by the transition system. These 6-to-12-month pre-training placements in enterprises are aimed at youths who still do not have a training place even after the follow-up placement campaigns at the end of the placement year.

Verwandte Begriffe: introductory training programmes, introductory training schemes

Entscheidungsträger

- ▶ **decision maker**

Erfahrungslernen

- ▶ **experiential learning**

Definition: In Germany, concepts that exhibit proximity to informal learning tend to be discussed

under headings such as ‘experiential learning’ and ‘learning in the work process’.

Verwandte Begriffe: experiential education

Erprobungsverordnung

- ▶ **pilot ordinance**
- ▶ **pilot regulation**

erreichte Lernergebnisse

- ▶ **achieved learning outcomes**

Verwandte Begriffe: learning outcomes

Erstausbildung

- ▶ **initial vocational education and training (IVET)**
- ▶ **initial (vocational) training**
- ▶ **initial education and training**

Erwachsenenbildung

- ▶ **adult education**

Verwandte Begriffe: German Institute for Adult Education (DIE)

erwartete Lernergebnisse

- ▶ **expected learning outcomes**

Verwandte Begriffe: learning outcomes

Erwerbslosigkeit

- ▶ **economic inactivity**

Europäische Allianz für Lehrlingsausbildung

- ▶ **European Alliance for Apprenticeships (EAfA)**

Definition: The European Alliance for Apprenticeships (EAfA) is a unique platform which brings together governments with other key stakeholders, like businesses, social partners, chambers, vocational education and training (VET) providers, regions, youth representatives or think tanks. The common goal is to strengthen the quality, supply and image of apprenticeships in Europe. The Alliance was launched in July 2013 with a joint declaration by the European Social Partners (ETUC, Business Europe, UEAPME and CEEP), the European Commission and the Presidency of the Council of the EU. This was followed by a Council Declaration by EU countries.

Quelle: Homepage EAfA

Europäische Taxonomie für Berufe, Kompetenzen und Qualifikationen (ESCO)

- ▶ **European Taxonomy of Skills, Competencies and Occupations (ESCO)**
- ▶ **European Skills, Competencies and Occupations taxonomy**

Definition: Based on the initiative New Skills for New Jobs the European Commission wants to establish a

“common language between the labour market and education/training” with the European Taxonomy of Skills, Competences and Occupations (ESCO). In the process, the national classification systems for occupations, qualifications, skills and competences are to be progressively developed and linked with one another.

Quelle: ESCO

Europäische Qualitätssicherung in der beruflichen Bildung (EQAVET)

► **European Quality Assurance in Vocational Education and Training (EQAVET)**

Definition: EQAVET is a community of practice bringing together Member States, Social Partners and the European Commission to promote European collaboration in developing and improving quality assurance in VET by using the European Quality Assurance Reference Framework.

Quelle: Homepage EQAVET

Europäischer Bezugsrahmen für die Qualitätssicherung in der beruflichen Aus- und Weiterbildung (EQARF)

► **European Quality Assurance Reference Framework for Vocational Education and Training – EQARF**

Definition: The European Quality Assurance Reference Framework (Reference Framework) is designed to promote better vocational education and training by providing authorities with common tools for the management of quality.

Quelle: Homepage EQARF

Europäischer Bildungsraum

► **European Education Area**

Verwandte Begriffe: European Higher Education Area, European area of lifelong learning

Europäischer Qualifikationsrahmen (EQR)

► **European Qualifications Framework (EQF)**

Definition: The European Qualifications Framework for lifelong learning (EQF) provides a common reference framework which assists in comparing the national qualifications systems, frameworks and their levels.

Verwandte Begriffe: recognition of qualifications, DQR

Quelle: Homepage EQF

Europäisches Leistungspunktesystem für die Berufsbildung (ECVET)

► **European Credit System for Vocational Education and Training (ECVET)**

Definition: The European Credit System for

Vocational Education and Training (ECVET) is a technical framework for the transfer, recognition and, where appropriate, accumulation of individuals' learning outcomes with a view to achieving a qualification.

Quelle: ECVET

Europäisches System zur Übertragung und Akkumulierung von Leistungspunkten im Hochschulbereich (ECTS)

► **European Credit Transfer and Accumulation System (ECTS)**

► **European Credit Transfer System (ECTS)**

Definition: ECTS is a tool that helps to design, describe, and deliver programmes and award higher education qualifications. The use of ECTS, in conjunction with outcomes-based qualifications frameworks, makes programmes and qualifications more transparent and facilitates the recognition of qualifications. ECTS can be applied to all types of programmes, whatever their mode of delivery (school-based, work-based), the learners' status (full-time, part-time) and to all kinds of learning (formal, non-formal and informal).

Verwandte Begriffe: Qualifications framework

Quelle: ECTS

Europäische Stiftung für Berufsbildung (ETF)

► **European Training Foundation (ETF)**

Definition: The ETF – European Training Foundation is an EU agency that helps transition and developing countries to harness the potential of their human capital through the reform of education, training and labour market systems in the context of the EU's external relations policy.

Quelle: Homepage ETF

Expertenmonitor Berufliche Bildung

► **Vocational Training Experts Monitor**

Definition: The Vocational Training Experts Monitor is an online survey system of the Federal Institute for Vocational Education and Training (BIBB) which is used to survey experts from the vocational training field.

externer Prüfungsteilnehmer/-in

► **external examination candidate**

Externenprüfung

► **external examination**

Definition: The external examination provided for in the Vocational Training Act (BBiG) or the Crafts and Trades Regulation Code (HwO) offers a second chance to acquire a vocational education and training qualification.

F

Facharbeiter/-in▶ **skilled worker**

Verwandte Begriffe: *skilled-worker status*

Fachgymnasium▶ **specialised grammar school**

Definition: *Specialised grammar schools are oriented towards occupation. The final certificate awarded qualifies its holder for studies at all institutions of higher education.*

Quelle: BMBF 2004

Fachhochschule▶ **University of Applied Sciences**

Definition: *Type of higher education institution established in the 1970s, which has the particular function of providing application-oriented teaching and research, particularly in engineering, business, administration, social services and design.*

Quelle: KMK 2010

Fachkenntnisse/Sachkenntnisse▶ **skills**

Definition: *The knowledge and experience needed to perform a specific task or job.*

Quelle: CEDEFOP 2004

Fachkompetenz

- ▶ **professional competence**
- ▶ **occupational competence**

Fachkompetenzerfassung

- ▶ **assessment of professional (occupational) competence**

Fachkräftemangel**Fachkräfteengpass**

- ▶ **skilled labour shortage**
- ▶ **skilled worker shortage**
- ▶ **shortages on the labour market**
- ▶ **shortage of skilled workers**

Verwandte Begriffe: *training mismatch*

Fachoberschule▶ **specialised upper secondary school**

Definition: *Vocational school at upper secondary school level which admits pupils who have completed the general education school-leaving certificate (mittlerer Schulabschluss) and provides two-year courses in various subject areas leading to the qualification of Fachhochschulreife. The first year consists of both practical training in the workplace and lessons, whilst the second year covers general and subject-specific*

lessons. Pupils who have successfully completed the general education school-leaving certificate (mittlerer Schulabschluss) and have additionally been through initial vocational training can enter the Fachoberschule directly in the 12th grade.

Verwandte Begriffe: *general education, school-leaving certificate*

Quelle: KMK 2010

Fachschule▶ **trade and technical school**

Definition: *Trade and technical schools cater for vocational continuing education (1–3 years duration) and as a rule require the completion of relevant vocational training in a recognised occupation and subsequent employment. In addition, the Fachhochschulreife (qualification entitling its holder to study at a University of Applied Sciences) can be acquired under certain conditions.*

Quelle: KMK 2010

fachübergreifende Kompetenzen

- ▶ **cross-cutting competencies**
- ▶ **interdisciplinary competencies**

Fachwirt/-in

- ▶ **certified senior clerk**
- ▶ **certified specialist**

Fähigkeiten (spezifische bzw. berufliche)▶ **qualification**

Definition: *The requirements for an individual to enter or progress within an occupation.*

Quelle: CEDEFOP 2004

Fernlehre**Fernunterricht**

- ▶ **distance learning**
- ▶ **distance study**

Verwandte Begriffe: *e-learning*

Fernlehrgang

- ▶ **distance learning course**

Fernunterrichtsgesetz (FernUSG)**Fernunterrichtsschutzgesetz****Gesetz zum Schutz der Teilnehmer am****Fernunterricht**

- ▶ **Distance Learning Protection Act**
- ▶ **Law on the Protection of Participants in Distance Education**

Definition: *Distance learning courses offered by private organisations have required state approval in the Federal Republic of Germany since 1 January*

1977 under the Law on the Protection of Participants in Distance Education (Fernunterrichtsschutzgesetz – R165). The decision to approve a distance learning course is taken by the Central Office for Distance Learning (Staatliche Zentralstelle für Fernunterricht – ZFU) of the Länder of the Federal Republic of Germany.

Verwandte Begriffe: Central Office for Distance Learning

Quelle: KMK 2014

Förderprogramm

- ▶ funding programme

Förderrunde

- ▶ funding round
- ▶ round of funding

formales Lernen

- ▶ formal learning

Definition: Learning that occurs in an organised and structured environment (in a school/training centre or on the job) and is explicitly designated as learning (in terms of objectives, time or resources). Formal learning is intentional from the learner's point of view. It typically leads to certification.

Quelle: CEDEFOP 2004

Forschungsdatenbank

- ▶ research database

Definition: The research database of the Federal Institute for Vocational Education and Training (BIBB) provides an overview of BIBB's research work, which is carried out in the form of internal research projects, contract research, and externally financed research.

Forschungsdatenzentrum (BIBB-FDZ)

- ▶ Research Data Centre at BIBB

Definition: Offering needs-oriented services for vocational training research purposes on the basis of extensive data stocks: This is the aim of the Research Data Centre that has been set up at the Federal Institute for Vocational Education and Training (BIBB) in 2008.

Fortbildung

- ▶ advanced (vocational) training
- ▶ further training

Verwandte Begriffe: advanced training profiles

Fortbildungsabschlüsse

- ▶ advanced training qualifications

Verwandte Begriffe: advanced vocational qualifications, advanced general qualifications

Fortbildungsberufe

- ▶ advanced training occupations
- ▶ occupations requiring advanced training qualifications
- ▶ occupations that require further training

Fortbildungsmaßnahme

- ▶ continuing vocational training course

Fortbildungsordnung

- ▶ advanced (vocational) training regulation

Fortbildungsprofil

- ▶ advanced (vocational) training profile

Fortbildungsprüfungsordnungen

- ▶ advanced training examination regulations

Fortbildungsqualifikation

- ▶ advanced vocational qualifications

früher erworbene Kenntnisse und/oder Kompetenzen

- ▶ prior learning

Definition: The knowledge, know-how and/or competences acquired through previously unrecognised training or experience.

Verwandte Begriffe: informal learning/non-formal learning/recognition and validation of prior learning/accreditation of prior learning

Quelle: CEDEFOP 2008

G

gegenseitige Anerkennung von

Qualifikationen

- ▶ mutual recognition of qualifications

Definition: The recognition by one or more countries of qualifications (certificates or diplomas) awarded in one or more other countries.

Quelle: CEDEFOP 2004

Gemeinsame Wissenschaftskonferenz (GWK)

- ▶ Joint Science Conference

Definition: The Conference deals with all questions of research funding, science and research policy strategies and the science system which jointly affect the Federal Government and the Länder.

Quelle: Homepage GWK

gering qualifizierte Arbeitskräfte

- ▶ low-skilled workers

Verwandte Begriffe: low-skilled labour, high-skilled

Gesamtschule

- ▶ comprehensive school

Quelle: KMK 2015

Geselle/Gesellin

- ▶ journeyman

Gesellenprüfung

- ▶ journeyman's examination

Definition: Examination at the end of an apprenticeship.

Gesetz für moderne Dienstleistungen am Arbeitsmarkt**Hartz-Gesetze**

- ▶ Modern Services on the Labour Market Act

Gesetz zur Förderung der beruflichen Aufstiegsfortbildung (AFBG)**Aufstiegsfortbildungsförderungsgesetz****Meister-BaföG**

- ▶ Upgrading Training Assistance Act

gestreckte Abschlussprüfung (GAP)

- ▶ extended final examination

Gesundheitsberufe

- ▶ healthcare occupations

Verwandte Begriffe: healthcare sector

Gesundheits- und Sozialberufe

- ▶ healthcare and social service occupations

Verwandte Begriffe: personal and social service occupations

Gleichwertigkeit der Bildungswege

- ▶ equivalence of educational pathways

Gleichwertigkeit von allgemeiner und beruflicher Bildung

- ▶ equivalence of general and vocational education
- ▶ parity of esteem between general and vocational education

Quelle: CEDEFOP 2003

Grundausbildungslehrgang (GAL)

- ▶ Basic Training Course

Definition: The Basic Training Courses of the public employment services function as a general model for the further development of vocational preparation schemes. They are characterised by two features: The recipients are trainable young people whose training objective is to begin vocational training.

Verwandte Begriffe: vocational preparation schemes

Grundfertigkeiten**Grundkompetenzen****Grundqualifikationen**

Siehe auch: Basisqualifikationen, Kernqualifikationen

- ▶ basic skills

Definition: The skills and competences needed to function in contemporary society, e.g. listening, speaking, reading, writing and mathematics.

Quelle: CEDEFOP 2004

grundlegende IKT-Kompetenzen**grundlegende Kompetenzen im Bereich der Informations- und Kommunikationstechnologie (IKT)**

- ▶ basic information and communication technology (ICT) skills

Quelle: CEDEFOP 2004

Gymnasium

- ▶ grammar school

Anmerkung: Region GB

- ▶ upper secondary school

- ▶ general secondary school (preparing for higher education)

Definition: Type of school covering both lower and upper secondary level (grades 5–13 or 5–12) and providing an in-depth general education aimed at the general higher education entrance qualification.

Quelle: KMK 2010

H**Handlungskompetenz**

- ▶ employability skills
- ▶ occupational competence
- ▶ (vocational) action competence

Anmerkung: berufliche Handlungskompetenz

handlungsorientiert

- ▶ employability-oriented
- ▶ employment-oriented
- ▶ action-oriented

Handlungsvermögen

- ▶ capacity to act

Handwerk

- ▶ crafts
- ▶ craft trades
- ▶ skilled trades

Anmerkung: depending on context, sometimes only "the trades"

Handwerker/-in

- ▶ **tradesman/tradeswoman**
- ▶ **craftsman/craftswoman**

Verwandte Begriffe: skilled tradesman, master tradesman

Handwerksberuf

- ▶ **craft trade occupation**

Verwandte Begriffe: craft trade company, craft trade sector

Handwerksmeister/-in

- ▶ **master craftsman/master craftswoman**
- ▶ **master tradesman/master tradeswoman**

Handwerksordnung (HwO)

- ▶ **Crafts Code**
- ▶ **Crafts and Trade Code**
- ▶ **Trade and Crafts Code**
- ▶ **Crafts and Trades Regulation Code**

Hauptausschuss

- ▶ **Board**

Anmerkung: Hauptausschuss des BIBB

Definition: The statutory function of the BIBB Board is to advise the Federal Government in all matters of principle relating to vocational education and training. It has equal representation of employers, employees, the federal states and the Federal Government.

Verwandte Begriffe: Federal Institute for Vocational Education and Training, Research Council

Hauptschulabschluss

- ▶ **lower secondary school-leaving certificate**

Definition: General education school-leaving certificate obtained on completion of grade 9 at the Hauptschule or any other lower secondary level school.

Verwandte Begriffe: lower secondary school

Quelle: KMK 2010

Hauptschule

- ▶ **lower secondary school**
- ▶ **general secondary school**

Definition: Type of school at lower secondary level providing a basic general education. Compulsory school, unless pupil is attending a different type of secondary school, usually comprising grades 5–9.

Verwandte Begriffe: lower secondary school-leaving certificate

Quelle: KMK 2010

Herausstellungsmerkmale

- ▶ **key features**

Hochschulreife

- ▶ **higher education entrance qualification**

Definition: Higher education entrance qualification obtained as a school-leaving qualification at upper secondary level on completion of grade 12 or 13.

Verwandte Begriffe: general higher education entrance qualification

Quelle: KMK 2010

Höherqualifizierung

- ▶ **upskilling**

Humandienstleistungsberufe

- ▶ **healthcare service occupations**

I**IAB-Betriebspanel**

- ▶ **IAB Establishment Panel**

Definition: The IAB Establishment Panel is a representative employer survey of employment parameters at individual establishments.

Quelle: Homepage IAB

Informations- und Kommunikationstechnologie**IKT****IKT-Technologie**

- ▶ **information and communication technology ICT**

Definition: Technology which provides for the electronic input, storage, retrieval, processing, transmission and dissemination of information.

Quelle: CEDEFOP 2004

informell erworbene Kompetenzen

- ▶ **informally acquired competencies**

informelles Lernen

- ▶ **informal learning**

Definition: Learning resulting from daily activities related to work, family or leisure. It is not organised or structured in terms of objectives, time, or learning support. Informal learning is in most cases unintentional from the learner's perspective. It typically does not lead to certification.

Quelle: CEDEFOP 2004

Institut für Arbeitsmarkt- und Berufsforschung (IAB)

- ▶ **Institute for Employment Research**

Anmerkung: The Institute for Employment Research is the Research Institute of the Federal Employment Agency.

Quelle: Homepage IAB

Internationale Standardklassifikation des Bildungswesens

► International Standard Classification of Education (ISCED)

Definition: UNESCO developed the International Standard Classification of Education (ISCED) to facilitate comparisons of education statistics and indicators across countries on the basis of uniform and internationally agreed definitions.

Quelle: Homepage UNESCO

Internationale Standard-Klassifikation der Berufe

► International Standard for Classification of Occupations (ISCO)

Definition: ISCO is a tool for organizing jobs into a clearly defined set of groups according to the tasks and duties undertaken in the job. Its main aims are to provide a basis for the international reporting, comparison and exchange of statistical and administrative data about occupations; a model for the development of national and regional classifications of occupations; and a system that can be used directly in countries that have not developed their own national classifications.

Quelle: Homepage ILO

J

JOBSTARTER

JOBSTARTER – Für die Zukunft ausbilden

► JOBSTARTER – Training for the future

Definition: JOBSTARTER provides funding for projects which help to create additional in-company traineeships as well as to recruit suitable trainees. JOBSTARTER is being implemented by the programme office at the Federal Institute for Vocational Education and Training (BIBB).

Quelle: JOBSTARTER

Jugendberufshilfe

► young people's career advisory service

Jugendliche mit schlechten Startchancen

► young people with poor prerequisites

Verwandte Begriffe: disadvantaged youths

K

kaufmännische Ausbildung

- commercial training
- commercial apprenticeship
- training in a commercial occupation

Verwandte Begriffe: commercial occupation, European System for Commercial Qualifications (ESyCQ)

KAUSA

Koordinierungsstelle Ausbildung in ausländischen Unternehmen

► KAUSA (Coordination Office for Training in Foreign-Owned Companies)

Quelle: KAUSA

Kenntnisse, Fertigkeiten und Fähigkeiten

► knowledge, skills and competences

Anmerkung: Abkürzung als KSCs

Verwandte Begriffe: EQF, skills, competence

Quelle: CEDEFOP 2006

Kernberuf

► core occupation

Kernberufsprofil

► core occupational profile

Kernqualifikationen

Siehe auch: Basisqualifikationen, Grundfertigkeiten, Grundkompetenzen, Grundqualifikationen

► basic skills

Definition: The skills and competences needed to function in contemporary society, e.g. listening, speaking, reading, writing and mathematics.

Quelle: CEDEFOP 2004

kleine und mittelständische Betriebe (KMU)

► small and medium-sized enterprises (SMEs)

kompensatorisches Lernen

► compensatory learning

Definition: Learning intended to fill the gaps accumulated by individuals during compulsory education, mainly to enable them to take part in training.

Quelle: CEDEFOP 2004

Kompetenz

► competence

Definition: Ability to apply learning outcomes adequately in a defined context (education, work, personal or professional development). Or: Ability to use knowledge, skills and personal, social and/or methodological abilities in work or study situations and in professional and personal development.

Quelle: CEDEFOP 2014

Kompetenzentwicklung

► competence development

Verwandte Begriffe: competence measurement

Kompetenzermittlung

- ▶ competence assessment

Verwandte Begriffe: competence assessment tools

Kompetenz- und Leistungsfeststellung

- ▶ assessing competence and progress
- ▶ assessment of competence and progress/ performance

Kompetenzzentrum

- ▶ centre of excellence
- ▶ centre of competence
- ▶ skill centre

konjunkturelles Kurzarbeitergeld (Kug)

- ▶ economic short-time work benefit
- ▶ reduced hours benefit

L

lebenslanges Lernen

- ▶ lifelong learning

Definition: All learning activity undertaken throughout life, with the aim of improving knowledge, skills and competences within a personal, civic, social and/or employment-related perspective.

Quelle: CEDEFOP 2003

lebensumspannendes Lernen

- ▶ life-wide learning

Definition: Learning, either formal, non-formal or informal, that takes place across the full range of life activities (personal, social or professional) and at any stage of life.

Anmerkung: Das lebensumspannende Lernen ist eine Dimension des lebenslangen Lernens.

Quelle: CEDEFOP 2014

Lehre

Lehrlingsausbildung

- ▶ apprenticeship

Definition: Systematic, long-term training alternating periods at the workplace and in an educational institution or training centre. The apprentice is contractually linked to the employer and receives remuneration (wage or allowance). The employer assumes responsibility for providing the trainee with training leading to a specific occupation.

Quelle: CEDEFOP 2014

Lehrplan

- ▶ curriculum

Verwandte Begriffe: programme of education, programme of training

Quelle: CEDEFOP 2004

Lehrstelle

- ▶ apprenticeship place

Verwandte Begriffe: apprenticeship place market, apprenticeship places supply, training place

Lehrstellenangebot

- ▶ apprenticeship places supply
- ▶ training places supply
- ▶ training places on offer

Lehrstellenbewerber/-in

- ▶ training place applicant

Lehrstellenmarkt

- ▶ training (place) market
- ▶ apprenticeship place market

Lehrstellennachfrage

- ▶ apprenticeship (places) demand
- ▶ demand for training places

Lehrstellenzuwachs

- ▶ increase in the number of training places

Lehrvertrag

- ▶ apprenticeship contract
- ▶ training contract

Verwandte Begriffe: newly concluded training contracts

Lehrwerkstatt

- ▶ training workshop

Leistungspunkte

- ▶ credit points
- ▶ credits

Verwandte Begriffe: European Credit Transfer
Quelle: ECVET

Leistungspunktesystem

- ▶ credit system

Verwandte Begriffe: ECVET, European Credit System for Vocational Education and Training
Quelle: ECVET

leistungsschwache/leistungsschwächere

Auszubildende

- ▶ less able trainees
- ▶ lower ability trainees

Verwandte Begriffe: less able pupils

Lernen am Arbeitsplatz

Lernen im Prozess der Arbeit

- ▶ work-based learning
- ▶ learning at the work place

- ▶ **workplace learning**
- ▶ **on-the-job training**

lernende Gemeinschaft

- ▶ **learning community**

Definition: A community that promotes a culture of learning by developing effective local partnerships between all sectors of the community, and supports and motivates individuals and organisations to learn.

Quelle: CEDEFOP 2004

Lernen durch Anwendung

- ▶ **learning by using**

Definition: Learning acquired by repeated use of tools or facilities, but without instruction.

Quelle: CEDEFOP 2004

Lernen durch Praxis

- ▶ **learning by doing**

Definition: Learning acquired by repeated practice of a task, but without instruction.

Quelle: CEDEFOP 2003

Lernergebnisse

- ▶ **learning outcomes**
- ▶ **learning attainments**

Definition: Set of knowledge, skills and/or competences an individual has acquired and/or is able to demonstrate after completion of a learning process, either formal, non-formal or informal.

Verwandte Begriffe: assessment (of skills and competences), certification (of skills and competences), expected learning outcomes, achieved learning outcomes

Quelle: CEDEFOP 2014

Lernergebniseinheit

- ▶ **unit of learning outcomes (ECVET)**

Definition: Component of a qualification, consisting of a coherent set of knowledge, skills and competences, that can be assessed and validated; or set of knowledge, skills and/or competences which constitute a coherent part of a qualification. A unit can be the smallest part of a qualification that can be assessed, transferred and, possibly, certified.

Quelle: CEDEFOP 2014

Lernfeld

- ▶ **learning field**

Lernfeldkonzept

- ▶ **learning field concept**
- ▶ **learning field approach**

Lernort

- ▶ **learning venue**
- ▶ **training venue**

Lernortkooperation

- ▶ **cooperation between learning venues**

Lernumfeld

Lernumwelt

Lernumwelten

- ▶ **learning environment**

Verwandte Begriffe: open learning environment, changed learning environments

Lernweg

Lernverlauf

- ▶ **learning trajectory**

Literaturdatenbank Berufliche Bildung (LDBB)

- ▶ **Vocational Education and Training Literature Database**

- ▶ **VET literature database**

Definition: The Vocational Education and Training Literature Database (LDBB) is published by the Federal Institute for Vocational Education and Training (BIBB) and may be searched online free of charge.

M

mangelnde Ausbildungsreife

- ▶ **lack of apprenticeship entry maturity**
- ▶ **lack of sufficient education and maturity required for successful vocational training**

Verwandte Begriffe: apprenticeship entry maturity

Medienkompetenz

- ▶ **digital literacy**
- ▶ **media competence**
- ▶ **computer literacy**

Modernisierung bestehender

Ausbildungsordnungen

- ▶ **updating training regulations**
- ▶ **revising training regulations**
- ▶ **modernisation of existing training regulations**

Modularisierung

- ▶ **modularisation**

Verwandte Begriffe: modular training

N

nachhaltige Entwicklung

► sustainable development

Verwandte Begriffe: vocational training for sustainable development

Nachqualifizierung

► second chance qualification

► second chance training

Verwandte Begriffe: second chance school, second chance programme, second chance education

Nachqualifizierungsmaßnahmen

► second chance qualification measures

nachschulpflichtige Bildung

► post-compulsory education

Definition: Education followed by an individual after the minimum legal school-leaving age.

Verwandte Begriffe: compulsory education

Quelle: CEDEFOP 2004

Nachvermittlung

► subsequent placement

Verwandte Begriffe: subsequent placement campaign, subsequent placement process

Nationale Referenzstelle für Transparenz beruflicher Qualifikationen

► National Reference Point for Transparency of Vocational Qualifications (NRP)

Verwandte Begriffe: quality assurance, DEQA-VET, EQAVET, certificate supplement

Nationaler Qualifikationsrahmen (NQR)

► National Qualifications Framework (NQF)

Verwandte Begriffe: European Qualifications Framework (EQF)

Nationales Bildungspanel (NEPS)

► National Educational Panel Study (NEPS)

Definition: The National Educational Panel Study project analyzes educational processes in Germany from early childhood to late adulthood.

Quelle: Homepage NEPS

Neuordnung

Neuordnungsverfahren

Anmerkung: Neuordnung von Ausbildungsordnungen

- updating (of) training regulations
- revising training regulations
- revision of training regulations
- (training regulation) revision procedure
- updating procedure (for training regulations)

nicht formales Lernen

► non-formal learning

Definition: Learning embedded in planned activities not explicitly designated as learning (in terms of learning objectives, learning time or learning support). Non-formal learning is intentional from the learner's point of view.

Verwandte Begriffe: formal learning/informal learning/validation of informal/non-formal learning
Quelle: CEDEFOP 2014

noch nicht vermittelte (Ausbildungsplatz-) Bewerber/-innen

► applicants not yet placed

► unplaced applicants

O

offenes Lernen

► open learning

Definition: Learning which gives the learner a degree of flexibility in choice of topics, place, pace and/or method.

Verwandte Begriffe: concept of open learning/ learning opportunity/open learning community, open learning scenario

Quelle: CEDEFOP 2014

P

„Passgenaue Vermittlung Auszubildender an ausbildungswillige Unternehmen“

► 'Targeted trainee placement for companies willing to train'

Definition: The goal of the BMWi's funding programme is to recruit trainers to provide precisely adapted consultation and placement services for small and medium enterprises.

Quelle: BMBF 2011

Personal-Service-Agenturen (PSA)

► personal service agency (PSA)

Definition: A personal service agency is a temporary work agency especially for the unemployed.

Verwandte Begriffe: Hartz Commission

personenbezogene und soziale Dienstleistungsberufe

- personal and social service occupations
- health, public services and care occupations
- personal care and service occupations

Anmerkung: wird im amerikanischen Englisch verwendet

▶ **personal social services**

Anmerkung: wird im United Kingdom verwendet

Personen im erwerbsfähigen Alter

erwerbsfähige Person

- ▶ **person of employable age/working age**
- ▶ **working-age population**

Verwandte Begriffe: *working-age women, working-age men, working-age migrants*

Pflichtqualifikationseinheit

- ▶ **compulsory module**

Verwandte Begriffe: *elective module, modular system*

Präsenzphase

- ▶ **face-to-face (teaching) phase**
- ▶ **on-site phase**
- ▶ **attendance period/phase**

Praxislernen

- ▶ **learning by doing**

Praxistage

- ▶ **practical placement days**

Probezeit

- ▶ **time/period of probation**
- ▶ **probationary period**

prozessorientierte Prüfungsaufgaben

- ▶ **process-oriented examination tasks**

Prüfungsanforderungen

- ▶ **examination requirements**

Prüfungswesen

- ▶ **examination system**

Q

Qualifikation

- ▶ **qualification**

Definition: The term qualification covers different aspects: (a) Formal qualification: the formal outcome (certificate, diploma or title) of an assessment process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards and/or possesses the necessary competence to do a job in a specific area of work. (b) Job requirements: knowledge, aptitudes and skills required to perform specific tasks attached to a particular work position.

Quelle: CEDEFOP 2014

Qualifikationen der beruflichen Weiterbildung

- ▶ **advanced vocational qualifications**

Qualifikationsanforderungen

- ▶ **qualification requirements**
- ▶ **skills requirements**

Qualifikationsdefizit

Qualifikationsmangel

- ▶ **skill(s) gap**
- ▶ **skill(s) deficit**
- ▶ **skill(s) shortage**

Qualifikationsniveau

- ▶ **qualification level**
- ▶ **level of qualification**
- ▶ **skill level**

Anmerkung: auch *skills level*

Qualifikationsrahmen

- ▶ **qualifications framework**

Verwandte Begriffe: *European Qualifications Framework/German Qualifications Framework/National Qualifications Framework*

Qualifizierungsbausteine (QB)

- ▶ **qualification modules**

Definition: Qualification modules qualify one to do a job that is part of the training in a recognised training occupation or equivalent vocational training. They have a binding reference to the skills and knowledge included in the training framework of the corresponding training regulation or to the training content of an equivalent course of training. They should have a placement volume of between 140 and 420 hours and they end with an ascertainment of performance.

Verwandte Begriffe: *vocational training preparation*

Qualifizierungsbedarf

- ▶ **training needs**

Qualifizierungs- und Bildungsverhalten von Individuen

- ▶ **training and education patterns among individuals**

Verwandte Begriffe: *education patterns*

(BIBB-)Qualifizierungspanel

BIBB-Betriebspanel zu Qualifizierung und Kompetenzentwicklung

- ▶ **BIBB Establishment Panel on Qualification and Competence Development**
- ▶ **BIBB Training Panel**

► **BIBB Enterprise Panel**

Definition: The BIBB Training Panel is a repeated annual survey of 2,000 enterprises in which representative longitudinal and cross-sectional data are gathered on the training provided in enterprises and agencies in Germany. The BIBB Enterprise Panel is financed by the Federal Ministry of Education and Research and carried out by the Federal Institute for Vocational Education and Training (BIBB) in cooperation with TNS Infratest Sozialforschung.

Qualifizierungswege

- **training pathways**
- **qualification pathways**

Verwandte Begriffe: educational pathways, occupation pathways, career pathways

Qualitätsentwicklung

- **quality development**
- **quality improvement**

Anmerkung: Entwicklung im Sinne von Verbesserung

Qualitätssicherung

- **quality assurance**

Verwandte Begriffe: DEQA-VET, Common Quality Assurance Framework (CQAF)

Quereinstieg

- **lateral mobility**
- **lateral entry**

Verwandte Begriffe: lateral entrants

R

Rahmenbedingungen

- **framework conditions**
- **general conditions**

Rahmenlehrplan

- **skeleton curriculum**
- **framework curriculum**

Definition: Framework curriculum for vocational subjects at the vocational school (Berufsschule) within the framework of vocational training in the dual system. Framework curricula are decided on by the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder (KMK) once they have been coordinated with the training regulations for the in-company part of training within the dual system and are implemented by the Länder in specific curricula for each Land.

Quelle: KMK 2010

Realschulabschluss

mittlerer Schulabschluss

► **intermediate school-leaving certificate**

Definition: The intermediate leaving certificate is awarded both to pupils successfully completing secondary education at a Realschule and to pupils leaving the Gymnasium after the first stage of secondary schooling.

Quelle: IAB-Glossar Englisch 2004

► **general education school-leaving certificate**

Definition: General educational school-leaving certificate obtained on completion of grade 10 at Realschule or, under certain circumstances, at other lower secondary level school types. It can also be obtained at a later stage during vocational training at upper secondary level.

Quelle: KMK 2010

Realschule

► **intermediate secondary school**

Definition: Type of school at lower secondary level, usually comprising grades 5–10. Provides pupils with a more extensive general education and the opportunity to go on to courses of education at upper secondary level that lead to vocational or higher education entrance qualifications.

Quelle: KMK 2010

reglementierte Ausbildung

► **regulated vocational (education and) training**

Definition: Any training which is specifically geared to the pursuit of a given profession and which comprises a course or courses complemented, where appropriate, by professional training, or probationary or professional practice.

Quelle: EC Directive

reglementierter Beruf

► **regulated profession**

Definition: A professional activity or group of professional activities access to which, and the practice of which (or one of its forms) is directly or indirectly subject to legislative, regulatory or administrative provisions concerning the possession of specific professional qualifications.

Quelle: EC Directive

S

Schlüsselqualifikationen

- **core skills**
- **key skills**

Schulabgänger/-in

- **school leaver**

Schülerstrom

- ▶ pupil flow

Verwandte Begriffe: educational flow

schulische Vorbildung

- ▶ prior school education

Verwandte Begriffe: prior learning

Schullaufbahnberatung

- ▶ school career counselling

Schulpflicht

- ▶ compulsory education

Quelle: CEDEFOP 2004

Schulungseinrichtung**Schulungszentrum**

- ▶ schooling centre
- ▶ training centre
- ▶ training facility

Seiteneinsteiger/-in

- ▶ lateral entrants

Quelle: IAB-Glossar Englisch 2004

Seiteneinstieg

- ▶ lateral mobility
- ▶ lateral entry

Verwandte Begriffe: lateral entrants

Sekundarstufe 1

- ▶ lower secondary level

Quelle: KMK 2005

Sekundarstufe 2

- ▶ upper secondary level

Quelle: KMK 2005

selbstgesteuertes Lernen

- ▶ self-directed learning

Selbstständigkeit

- ▶ self-employment

Sozialpartner**Tarifpartner**

- ▶ social partners
- ▶ the two sides of industry
- ▶ both sides of industry
- ▶ management and labour (representatives)
- ▶ trade unions and employers

Spätaussiedler/-in

- ▶ ethnic German resettler (from the countries of the former Soviet Union)

- ▶ (late) resettler (immigrant of German origin from Russia and Eastern Europe)

Anmerkung: Explain the first time the term occurs in a text, subsequently abbreviate to "resettler".

- ▶ (late) repatriate

Spitzenverbände der Wirtschaft

- ▶ central industrial organisations
- ▶ central organisations representing German industry
- ▶ trade and industry umbrella associations

Splitterberufe

- ▶ minority occupations
- ▶ low take-up occupations

staatlich anerkannter Ausbildungsberuf

- ▶ state-recognised training occupation
- ▶ recognised apprenticeship training

Verwandte Begriffe: training occupation, apprenticeship training

Staatliche Zentralstelle für Fernunterricht (ZFU)

- ▶ Central Office for Distance Learning

Verwandte Begriffe: Distance Learning Protection Act

Quelle: KMK 2014

Ständige Konferenz der Kultusminister der Länder in der Bundesrepublik Deutschland**Kultusministerkonferenz (KMK)**

- ▶ Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany
- ▶ Standing Conference

Quelle: Homepage Kultusministerkonferenz

Studienabbrecher/-in

- ▶ university drop-out
- ▶ higher education drop-out

Studiengang

- ▶ course of study
- ▶ course of higher education study

Stufenausbildung**gestufte Ausbildung**

- ▶ graduated training
- ▶ graduated training programme
- ▶ graduated training scheme

T

Tarifabkommen**tarifliche Regelungen****Tarifvereinbarungen****Tarifvertrag**

- ▶ collective wage agreement
- ▶ collective agreement

Quelle: IAB-Glossar Englisch 2004

tarifliche Ausbildungsförderung

- ▶ collective agreements aimed at fostering training
- ▶ collective wage agreements for the promotion of training

Verwandte Begriffe: training grant, promotion of vocational training

tarifliche Ausbildungsvergütung

- ▶ training allowance based on collective wage agreements

Verwandte Begriffe: training allowance, apprentice's pay

Theorie-und-Praxis-integrierende Prüfung

- ▶ examination integrating theory and practice

Transparenz

- ▶ transparency

Ttnet DE**Ttnet Deutschland**

- ▶ Ttnet – Training of Trainers Network
- ▶ Ttnet Germany
- ▶ Ttnet

Definition: Training of Trainers Network (Ttnet) was set up in 1998 within the CEDEFOP. Ttnet was discontinued in 2011 and its activities were taken over by the thematic working group on professional development of trainers in VET.

Quelle: Homepage CEDEFOP Ttnet

U

überbetriebliche Ausbildungsstandards

- ▶ cross-company training standards

überbetriebliche Berufsbildungsstätte (ÜBS)

- ▶ inter-company vocational training centre

Definition: The inter-company vocational training centres have emerged as the venue for providing complementary centralised vocational education and training (Article 5 Section 2 No. 6 BBiG – German

Vocational Training Act). In fulfilment of this role, they are responsible for the centralised instruction of apprentices in the skilled trades. They are also the learning venue for centralised complementary vocational education and training and qualification in the field of advanced training and continuing education.

Verwandte Begriffe: vocational training centre

Überbrückungsmaßnahme

- ▶ tide-over measure
- ▶ bridging measure

überfachliche Qualifikationen

- ▶ generic skills

Verwandte Begriffe: generic cognitive skills/generic work skills

Übergang

- ▶ transition

Übergang von der Schule ins Berufsleben/**Übergang vom Bildungs- bzw.****Ausbildungssystem ins Erwerbsleben**

- ▶ transition from school or training to work

Definition: Move from education or training to employment, covering the period between leaving education and entering the labour market.

Quelle: CEDEFOP 2014

Übergangssystem

- ▶ transition system

Verwandte Begriffe: transition measure, transition programmes

Übertragbarkeit

- ▶ transferability

Definition: The capacity (of skills and competences) to be transferred to and used in a new occupational or educational environment.

Quelle: CEDEFOP 2004

Übertragbarkeit von Lernergebnissen

- ▶ transferability of learning outcomes

Definition: Degree to which knowledge, skills and competences can be used in a new occupational or educational environment, and/or be validated and certified.

Quelle: CEDEFOP 2014

unbesetzte Ausbildungsstellen (UBA)

- ▶ vacant training places
- ▶ unfilled training places
- ▶ unfilled apprenticeships

Verwandte Begriffe: filling of training places, trainee vacancy, apprenticeship

Unterausschüsse

► committees

Anmerkung: of the BIBB

Verwandte Begriffe: standing committees, Board, Federal Institute for Vocational Education and Training (BIBB)

Unternehmertum

► entrepreneurship

unvermittelte Bewerber/-in (UVB)

unversorgte Bewerber/-in

► applicants not yet placed

► unplaced applicants

V

Validierung

► validation

Anmerkung: validation of informal/non-formal learning

Definition: The process of assessing and recognising a wide range of knowledge, know-how, skills and competences, which people develop throughout their lives within different environments, for example through education, work and leisure activities.

Quelle: CEDEFOP 2004

Validierung von Lernergebnissen

► validation of learning outcomes

Definition: Confirmation by a competent body that learning outcomes (knowledge, skills and/or competences) acquired by an individual in a formal, non-formal or informal setting have been assessed against predefined criteria and are compliant with the requirements of a validation standard.

Quelle: CEDEFOP 2014

Verberuflichung

► occupationalisation

Verbleib

► destination

► occupational destination

Quelle: IAB-Glossar Englisch 2004

Verbundausbildung

► collaborative training

► cooperative training

Verwandte Begriffe: collaborative training ventures, cooperative training schemes

Definition: Several natural persons or legal entities may cooperate within the framework of a collaborative training venture to discharge the contractual obligations of training employers as long

as responsibility for the individual stages of initial training and for the period of initial training as a whole is ensured (collaborative training).

Quelle: BMBF, Vocational Training Act

Vergleichbarkeit

► comparability

Definition: The extent to which it is possible to establish equivalence between the level and content of formal qualifications (certificates or diplomas) at sectoral, regional, national or international levels.

Verwandte Begriffe: (mutual) recognition of qualification

Quelle: CEDEFOP 2004

Vergleichbarkeit von Qualifikationen

► comparability of qualifications

Definition: Extent to which it is possible to establish equivalence between the level and content of qualifications (certificates, diplomas or titles) at sectoral, regional, national or international levels.

Quelle: CEDEFOP 2014

Vermittlungsjahr

► placement year

Verwandte Begriffe: placement statistics, placement efforts, placement obstacles, placement report of the Federal Employment Agency

Verzeichnis der anerkannten

Ausbildungsberufe

► Register of Recognised Training Occupations

Definition: Vocational training regulations are published in Germany's Federal Law Gazette. They are also published together with the respective framework curricula and training profiles in the Federal Gazette. New vocational training regulations are entered in the register of recognised training occupations that the Federal Institute for Vocational Education and Training (BIBB) maintains. The updated register is published once a year.

Verwandte Begriffe: training regulation, training profile

Verzeichnis der Berufsausbildungsverhältnisse

► Register of Initial Training Relationships

► Register of Initial Training Contracts

Definition: The competent body shall institute and maintain a Register of Initial Training Relationships for recognized training occupations in which the essential stipulations of each initial training contract shall be entered.

Quelle: BMBF, Vocational Training Act

Volkshochschule (VHS)▶ **Adult Education Centre**

Quelle: Homepage VHS

Vorbildung▶ **prior learning**

Definition: The knowledge, know-how and/or competences acquired through previously unrecognised training or experience.

Verwandte Begriffe: informal learning, non-formal learning

Quelle: CEDEFOP 2004

W**Wahlqualifikation****Wahlqualifikationseinheit**▶ **elective module**

Verwandte Begriffe: compulsory module

Weiterbildung**Fort- und Weiterbildung****Berufliche Fort- und Weiterbildung**

- ▶ **continuing education**
- ▶ **continuing vocational education and training**
- ▶ **CVET**

Verwandte Begriffe: advanced vocational training

Weiterbildungsanbieter

- ▶ **continuing education and training provider**
- ▶ **continuing education provider**

Verwandte Begriffe: educational provider

Weiterbildungsberatung

- ▶ **continuing education counselling**
- ▶ **continuing training guidance**

Weiterbildungsberatungsstelle

- ▶ **continuing education counselling centre**

Weiterbildungsberuf

- ▶ **continuing training occupation**

Definition: Advanced occupational qualification that requires supplementary continuing vocational training.

Weiterbildungs-Innovations-Preis (WIP)

- ▶ **Prize for Innovation in Continuing Education and Training (WIP)**
- ▶ **Continuing Education Innovation Prize**

Definition: The Prize for Innovation in Continuing Education and Training (WIP) is awarded by the

Federal Institute for Vocational Education and Training (BIBB) every year at the didacta fair for innovative projects and ideas within the field of continuing vocational training.

(berufliche) Weiterbildungsmaßnahme

- ▶ **continuing vocational training course**

Weiterbildungsmonitor**Weiterbildungsreferenzsystem****wbmonitor**

- ▶ **Continuing Education and Training Monitor**
- ▶ **Continuing Training Monitor**

Definition: wbmonitor is a national online survey of continuing training providers conducted each year in May by BIBB in conjunction with the German Institute for Adult Education – Leibniz Centre for Lifelong Learning (DIE).

Wiedereinsteiger/-in**Berufsrückkehrer/-in**

- ▶ **returner**
- ▶ **re-entrant**

Verwandte Begriffe: re-entering the workforce/labour market, returning to the workforce/labour market

Wissenschaftlicher Beirat

- ▶ **Research Council**

Anmerkung: of the BIBB

Verwandte Begriffe: Federal Institute for Vocational Education and Training, Board

Wissensgesellschaft

- ▶ **knowledge-based society**
- ▶ **knowledge society**

Quelle: CEDEFOP 2014

Z**Zeitarbeit**

- ▶ **temporary employment**

Verwandte Begriffe: temporary worker, temporary employment agency, temporary employment contract

Zeitarbeitsfirma

- ▶ **temporary employment agency**

**Zentralstelle für internationale Berufsbildungskoope-
ration (GOVET)**

- ▶ **GOVET – German Office for International Cooperation in Vocational Education and Training**

Definition: The German Office for International Cooperation in Vocational Education and Training is

an essential component of the strategy of the Federal Government to move towards greater cohesion in international VET cooperation by delivering services from a single source, which was adopted by the Federal Cabinet under the lead management of the Federal Ministry of Education and Research (BMBWF) at the start of July 2013.

Quelle: Homepage GOVET

Zentralverband des Deutschen Handwerks (ZDH)

► German Confederation of Skilled Crafts (ZDH)

Definition: The German Confederation of Skilled Crafts represents the overall interests of the skilled crafts sector vis-à-vis the Bundestag, the Federal Government and other central authorities, the European Union and international organisations.

Quelle: Homepage ZDH

Zertifikat

Zeugnis

Titel

Siehe auch: Befähigungsnachweis, Bescheinigung, Diplom

- certificate
- diploma
- title

Definition: An official document, issued by an awarding body, which records achievements of an individual following assessment against a predefined standard.

Quelle: CEDEFOP 2014

Zertifizierung

► certification

Anmerkung: of skills and competences

Definition: The process of formally validating knowledge, know-how and/or skills and competences acquired by an individual, following a standard assessment procedure. Certificates or diplomas are issued by accredited awarding.

Quelle: CEDEFOP 2004

Zertifizierung von Lernergebnissen

► certification of learning outcomes

Definition: Process of issuing a certificate, diploma or title formally attesting that a set of learning outcomes (knowledge, know-how, skills and/or competences) acquired by an individual have been assessed by a competent body against a predefined standard.

Quelle: CEDEFOP 2014

Zeugnis Erläuterungen

Europass Zeugnis Erläuterungen

- Certificate Supplements
- Europass Certificate Supplements

Definition: Certificate Supplements describe the country-specific standards relating to the respective training occupation and provide a brief summary of the knowledge, skills and competences acquired via the vocational education and training undertaken. They also include indications of the duration, nature and level of training and of the educational course via which such training can be achieved.

Verwandte Begriffe: National Europass Centres, Europass documents, National Reference Point for Transparency of Vocational Qualifications

Quelle: Homepage Europass

Zugang zu Bildung

Zugang zur Berufsbildung

- access to education
- access to vocational education and training

Quelle: CEDEFOP 2004

Zugang zur allgemeinen und beruflichen Bildung

- access to education and training

Definition: Conditions, circumstances or requirements (such as qualifications, education level, competences or work experience) governing admittance to and participation in educational institutions or programmes.

Quelle: CEDEFOP 2014

Zukunftsfähigkeit

- future viability

zuständige Behörde

zuständige Stelle

- competent authority
- competent body

zweiter Bildungsweg

- second chance education

Definition: Opportunity to obtain general education school-leaving certificates later in life following completion of a first stage of education.

Quelle: IAB-Glossar Englisch 2004

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www.gesetze-im-internet.de/englisch_betrvg/index.html

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www.bmbf.de/en/index.php

BDA – Bundesvereinigung der Deutschen Arbeitgeberverbände
www.arbeitgeber.de/www/arbeitgeber.nsf/id/en_home

BDI – Bundesverband der Deutschen Industrie e.V.
www.bdi.eu/BDI_english/index.htm

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www.die-bonn.de/institut/default.aspx?lang=en

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www.eqavet.eu/gns/home.aspx

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<http://ec.europa.eu/social/BlobServlet?docId=14331&langId=en>

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