

Notes on how to fill out the registration form

Registration to attend a secondary school of general education for the 2026/2027 academic year in the State of Brandenburg

Dear parents/guardians,

This registration form for the transitional 7 procedure is used to record the respective preferences for school choice and constitutes the data-based foundation for the respective stages of the transitional procedure into Year 7.

Comprehensive advice is available at primary schools, while basic and additional information on the transitional 7 admission procedure can be found on the Ministry for Education, Youth and Sport (MBS) website (<https://mbjs.brandenburg.de>).

Please submit the completed registration form for enrolment at a school **between February 9th and February 11th, 2026** to the class teacher of Year 6 at the primary school currently being attended.

If you choose an independent school for your child, please register directly at that school and submit the documents (copies) required for registration there. We would also ask you to complete the information on page 3 of the registration form.

It is also possible to complete the registration form online. Parents can obtain information and access details from their primary schools.

Point (4)	You should initially select <u>only one</u> course of study (BG). The desired course of study should coincide as closely as possible with the course of study recommended by the primary school (in the primary school report).	
Point (5)	You nominate a first-choice school and a second-choice school (state-run schools only) that offer the preferred course of study (BG). The choice of schools should take into account the preferred school-leaving qualification and the courses of study offered at the preferred schools.	
	Secondary school	Course of study leading to qualification EBR (Extended vocational training qualification/extended secondary school leaving certificate), FOR (Vocational extension certificate/secondary school leaving certificate/intermediate school leaving certificate)
	Comprehensive school	Course of study leading to qualification EBR (Extended vocational training qualification/extended secondary school leaving certificate), FOR (Vocational extension certificate/secondary school leaving certificate/intermediate school leaving certificate), AHR (General higher education entrance qualification/Abitur) – Years 7–13
	Grammar school	Course of study leading to qualification AHR (General higher education entrance qualification/Abitur) – Years 7–12
	Trial lesson	If you choose a grammar school as your first and/or second preference, your child must meet the necessary requirements. Should this not be the case, then your child will be invited to take an aptitude test in the form of a one-day trial lesson (PU). Failure to pass this test will result in the

		registration documents being forwarded to your second choice school, if applicable. In the event that this school is also a grammar school, your child will be assigned to a different type of school (secondary school, comprehensive school), since they are not considered suitable for grammar school.
Point (6)	Independent school	<p>Please fill in the points on page 3 of the registration form. <u>A civil law contract is concluded with the responsible body of an independent school</u> if this is the school of your choice. Please also name the school on page 3 if your child will be continuing their schooling at an independent school. Please note that the school fees for independent schools are not covered by the state.</p> <p>You do not necessarily have to name a first and second choice school under public administration when choosing a privately-run school. In the event that admission to a privately-run school is not possible, the responsible state education authority will assign a publicly-run school for your child.</p>
Point (7)		<p>Secondary schools and comprehensive schools offer a compulsory elective subject (WP subject) from Year 7 onwards. It is up to you to decide whether your child should take the compulsory elective subject¹: Economy, Labour and Technology (W-A-T), Natural Sciences or a second foreign language. Secondary schools and comprehensive schools also offer other elective subjects. There is no compulsory enrolment in the sixth form if the second foreign language is taught continuously in Years 7-10. It is also possible to attend sixth form if the second foreign language is not commenced until Year 9 or Year 11. The second foreign language will then have to be taken until the end of sixth form.</p> <p>There are no compulsory elective courses in Year 7 at grammar school. The second foreign language is a compulsory subject here.</p>
Point (8)		<p>All students who do not speak German as their mother tongue or where German is not the official language of their country of origin can take part in native language lessons. These voluntary additional lessons support comprehensive language development with the aim of ensuring the successful social and academic integration of the children. The lessons are offered for groups of at least 12 students who speak the same mother tongue. They are held at selected schools for a maximum of four lessons per week in addition to regular lessons. A bilingual certificate of participation (German and mother tongue) is issued at the end of the school year.</p> <p>You can therefore indicate here whether you would like your child to participate in native language lessons.</p>
Point (9a)		<p>⇒ Legal foundation § 53 para. 4 of the academic legislation of Brandenburg (BbgSchulG)</p> <p>Up to 10 per cent of all places must be given priority to pupils if reasons are present that make it <u>unreasonable to expect</u> them to attend a school other than the one they have chosen. This is <u>especially</u> the case when</p> <ol style="list-style-type: none"> 1. Only a certain school is accessible on account of a disability, or the necessary structural facilities or spatial conditions are only available at the chosen school (§ 53 Para. 4 No.1 BbgSchulG), 2. Special family or social situations lead to stress that <u>far exceeds</u> what is normally expected (§ 53 para.4 No.2 BbgSchulG) or

¹ Individual schools also offer WP subjects approved by the MBJS.

	<p>3. The transport situation means that a school that would otherwise be considered can only be reached with unreasonable difficulty (§ 53 Para.4 No.3 BbgSchulG),</p> <p>4. Other.</p> <p>⇒ Check whether there is a case for special hardship. If so, mark this on the application form and attach the supporting documents to the application form.</p>
Point (9b)	<p>⇒ Legal foundation: § 53 para. 6 of the academic legislation of Brandenburg (BbgSchulG)</p> <p>Special reasons for prioritising the admission of a student apply if it has been established in individual cases that personal, educational or public interests would otherwise be disproportionately affected. Special reasons apply in particular if</p> <ol style="list-style-type: none"> 1. Following examination of the individual case, it is established that the individual requirements of the student correspond to the profile of the school in accordance with § 7 para. 1 to a particular degree and that it cannot be expected that comparable support for the student's abilities and aptitudes will be provided at another school (§ 53 para.6 No.1 BbgSchulG), 2. Following examination of the individual case, the pupil has their home or usual place of residence in the area covered by the school authority responsible for the school they wish to attend, or moves to the area covered by the school authority responsible for the school prior to the start of the new school year (§ 53 para.6 No.2 BbgSchulG), or 3. a sibling already attends the school and, following examination of the individual case, it is established that attending a different school would not be reasonable for the student, the sibling or the parents (§ 53 para.6 No.3 BbgSchulG). 4. Other <p>⇒ Check whether a special reason should be asserted. If so, mark this on the application form and attach the supporting documents to the application form.</p>
Point (10)	<p>Some comprehensive schools may also offer a grammar school class (Years 7-12) approved by the Ministry for Education, Youth and Sport (MBJS). You should indicate here if you would like your child to attend such a class. This preference can be specified as your first or second choice if you select the general higher education entrance qualification (AHR) programme. The grammar school class is treated as a separate school.</p> <p>Further comments and/or requests (e.g. about class composition) should not be made here.</p>

Legal foundations:

1. **Law on Schools in the State of Brandenburg (Academic Legislation of Brandenburg – BbgSchulG)**
In the version of the publication dated August 2nd, 2002 ([Gazette of Laws and Ordinances.I/02, \[No. 08\]](#), P.78)
last amended by Article 5, para. 5 of the Law dated March 5th, 2024 ([Gazette of Laws and Ordinances.I/24, \[No. 10\]](#), P.79)
2. **I Regulation on educational courses in secondary level I (Secondary Level I Regulation - Sec I-V)** dated August 2nd, 2007 ([Gazette of Laws and Ordinances.II/07, \[No. 16\]](#), P.200)
last amended by Regulation dated February 9th, 2022 ([Gazette of Laws and Ordinances.II/22, \[No. 17\]](#))
3. **Administrative regulations for the Secondary Level I Regulation (VV-Sec I-V)** dated August 2nd, 2007 ([Official Gazette MBJS/07, \[Nr. 7\]](#), P.210)
last amended by administrative regulation dated February 16th, 2022 ([Official Gazette MBJS/22, \[No. 10\]](#), P.146)

Ministry for Education, Youth and Sport of the State of Brandenburg