

## directory / list of architects and urban planners - registration

The following professional titles: Architect, interior designer, garden and landscape architect and urban planner may only be used subject to registration in the Directory of Architects and Urban Planners or registration as a capital or private company in the Directory of Professional Associations by the State Chamber of Architects.

If you are legally established in another member state of the European Union (EU) or in another state party to the agreement on the European Economic Area (EEA) for the practising of a comparable activity and would like to exercise this activity temporarily and occasionally in Berlin (temporary services), you can apply to be entered in the Directory of Foreign Architects and Urban Planners in Berlin.

If you have studied architecture (building construction, interior design and landscape architecture) or urban planning at a foreign university outside the European Union (EU) and would like to work in Berlin, you can apply to the job market and work as an architect (e.g. as an employee in an architectural office). However, you are not allowed to use the professional title "architect" or "urban planner" and you are not entitled to submit building documents.

The professional title "Architect" is protected in Germany and requires formal permission. This formal permission will be granted to you on the basis of a [\[\[https://www.kmk.org/zab/zentralstelle-fuer-auslaendisches-bildungswesen/zeugnisbewertung-fuer-auslaendische-hochschulqualifikationen.html| Certificate Evaluation\]\]](https://www.kmk.org/zab/zentralstelle-fuer-auslaendisches-bildungswesen/zeugnisbewertung-fuer-auslaendische-hochschulqualifikationen.html) of your foreign degree at the [\[\[https://www.kmk.org/themen/anerkennung-auslaendischer-abschluesse.html|The Standing Conference of the Ministers of Education and Cultural Affairs \(ZAB\)\]\]](https://www.kmk.org/themen/anerkennung-auslaendischer-abschluesse.html) followed by an application for registration in the "list of architects" at the competent chamber of architects.

### Prerequisites

- Residence, premises or place of service or employment in Berlin
- intended professional activities as an architect or urban planner of the respective area of specialisation  
*<http://gesetze.berlin.de/jportal/?quelle=jlink&query=ArchBKG+BE+%C2%A7+1&pml=bsbeprod.pml&max=true>*
- successful completion of a degree in the respective field of specialisation  
from a German university or university of applied sciences with a standard study period of at least four years or equivalent training with a foreign university or higher education institution  
  
*<http://gesetze.berlin.de/jportal/?quelle=jlink&query=ArchBKG+BE+%C2%A7+4&pml=bsbeprod.pml&max=true>*
- Professional practice / practical work

of at least two years in the essential professional tasks of the respective area of specialisation (alternatively: qualification for higher public service in the area of construction or landscaping technology)

## Documents required

- Proof of residence within the state of Berlin, of professional premises or the place of service or employment
- Copy of degree certificate
- Proof of at least two years of professional practise in the essential professional tasks of the respective area of specialisation (alternatively: qualification for higher public service in the area of construction or landscaping technology).
- application form of the Chamber of Architects (see section forms)
- Copy of birth certificate
- Proof of relevant professional liability insurance
- Certificate of good conduct for presentation to an authority
- possibly further documents  
Depending on area of specialisation and legal status. Please note instructions on the application form.

## Forms

- application for the professional specialisations of architecture, landscaping and interior design  
[https://www.ak-berlin.de/fileadmin/user\\_upload/Mitglied/Antrag\\_Eintragung\\_2018-07-06.pdf](https://www.ak-berlin.de/fileadmin/user_upload/Mitglied/Antrag_Eintragung_2018-07-06.pdf)
- application for the professional specialisation of urban planning  
[https://www.ak-berlin.de/fileadmin/user\\_upload/Mitglied/ANTRAG\\_Stadtplaner\\_2018-07-06.pdf](https://www.ak-berlin.de/fileadmin/user_upload/Mitglied/ANTRAG_Stadtplaner_2018-07-06.pdf)
- application for registration as service providers from non-locals  
[https://www.ak-berlin.de/fileadmin/user\\_upload/Antrag\\_Auswaertige\\_Dienstleister.pdf](https://www.ak-berlin.de/fileadmin/user_upload/Antrag_Auswaertige_Dienstleister.pdf)
- application for registration of a capital company as a professional association  
[https://www.ak-berlin.de/fileadmin/user\\_upload/Mitglied/Antrag\\_KapitalG\\_fi\\_n\\_02.pdf](https://www.ak-berlin.de/fileadmin/user_upload/Mitglied/Antrag_KapitalG_fi_n_02.pdf)
- application for registration of a private company as a professional association  
[https://www.ak-berlin.de/fileadmin/user\\_upload/Mitglied/Antrag\\_PartG\\_Fin\\_01.pdf](https://www.ak-berlin.de/fileadmin/user_upload/Mitglied/Antrag_PartG_Fin_01.pdf)
- application for registration of a private company with limited professional liability as a professional association  
[https://www.ak-berlin.de/fileadmin/user\\_upload/Mitglied/Antrag\\_PartGmbB\\_fin\\_01.pdf](https://www.ak-berlin.de/fileadmin/user_upload/Mitglied/Antrag_PartGmbB_fin_01.pdf)

## Fees

Between EUR 80 and 515 depending on the type of application. Further information is included in the regulation governing the levying of fees by the Berlin Chamber of Architects  
[[http://www.ak-berlin.de/fileadmin/user\\_upload/gebu\\_\\_hrenordnung.pdf](http://www.ak-berlin.de/fileadmin/user_upload/gebu__hrenordnung.pdf)].

## Legal basis

- Berlin Architects? and Building Chamber Law (ABKG)  
<http://gesetze.berlin.de/jportal/?quelle=jlink&query=ArchBKG+BE&mp;pmsl=bsbeprod.pmsl&max=true&aiz=true>
- Professional Code by the Berlin Chamber of Architects  
[https://www.ak-berlin.de/fileadmin/user\\_upload/Faltblaetter/Broschuere\\_Berufsordnung\\_2010.pdf](https://www.ak-berlin.de/fileadmin/user_upload/Faltblaetter/Broschuere_Berufsordnung_2010.pdf)
- Regulation governing the levying of fees by Berlin Chamber of Architects  
[https://www.ak-berlin.de/fileadmin/user\\_upload/Regelwerke/Gebuehrenordnung\\_2003-02-24.pdf](https://www.ak-berlin.de/fileadmin/user_upload/Regelwerke/Gebuehrenordnung_2003-02-24.pdf)
- Registration Order of the Berlin Chamber of Architects  
[https://www.ak-berlin.de/fileadmin/user\\_upload/Regelwerke/Eintragungsordnung\\_2017-12-07.pdf](https://www.ak-berlin.de/fileadmin/user_upload/Regelwerke/Eintragungsordnung_2017-12-07.pdf)
- Professional Recognition Regulations of the Berlin Chamber of Architects  
[https://www.ak-berlin.de/fileadmin/user\\_upload/Regelwerke/Berufsanerkennungsordnung\\_2017-12-07.pdf](https://www.ak-berlin.de/fileadmin/user_upload/Regelwerke/Berufsanerkennungsordnung_2017-12-07.pdf)

## More information

- Prerequisites for registration with the Berlin Chamber of Architects  
<https://www.ak-berlin.de/architektenkammer-berlin/mitgliedermitglied-werden/eintragung/voraussetzung.html>
- Registration procedure with the Berlin Chamber of Architects  
<https://www.ak-berlin.de/architektenkammer-berlin/mitgliedermitglied-werden/eintragung/verfahren-antrag-architektenstempel.html>
- Recognition of a degree obtained abroad (outside the EU)  
[https://www.ak-berlin.de/fileadmin/user\\_upload/Mitglied/Anerkennung\\_eines\\_im\\_Ausland\\_\\_Nicht-EU\\_\\_erworbenen\\_Studienabschlusses\\_220818.pdf](https://www.ak-berlin.de/fileadmin/user_upload/Mitglied/Anerkennung_eines_im_Ausland__Nicht-EU__erworbenen_Studienabschlusses_220818.pdf)

## Responsible authorities

The Berlin Chamber of Architects is responsible for registration in the Directory of Architects / Urban Planners

## Link to online processing

<https://www.berlin.de/ea/en/application/login-service-account-berlin/>

PDF downloaded on 23.09.2019