

Recognition of a ski instructor title obtained abroad

General description

A ski instructor is a person who teaches - at a professional level, even in a non-exclusive and non-continuous manner - individuals and groups of people skiing techniques for all specialisations practised with any type of equipment on ski runs, ski trails, off-piste ski routes and ski excursions that do not involve difficulties that would require the use of mountaineering techniques and materials such as rope, ice axes and crampons.

A qualification obtained abroad is equivalent to the qualification required to pursue the profession of ski instructor if the competent councillor deems it to be equivalent to that obtained in the Province of Bolzano based on the opinion of the provincial board of ski instructors.

Entry requirements

Equivalence of qualification can only be granted if applicants have the highest level of training in the relevant discipline in their country of origin and if they are able to pursue the profession of freelance ski instructor in their country of origin.

Documents required

Please refer to the forms at the foot of this page for the documentation to be submitted.

Costs

A EUR 16.00 revenue stamp must be applied to the application.

Legislation

[Provincial Law No 5 of 19 February 2001](#) Rules on the profession of ski instructors and ski schools

Directive 2005/36/EC of the European Parliament and of the Council of 7 September 2005 on the recognition of professional qualifications

Commission Delegated Regulation (EU) 2019/907 of 14 March 2019 establishing a Common Training Test for ski instructors under Article 49b of Directive 2005/36/EC of the European Parliament and of the Council on the recognition of the professional qualifications

Legislative Decree No 206 of 6 November 2007

Website

For more information, please consult the website of the competent institution dedicated to this service

Forms and annexes

1. ski instructor: Recognition of a ski instructor title obtained abroad

- Forms (German language):
https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1003064#servicelink

- Forms (Italian language):
https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1003064#servicelink

Prior communication of temporary and occasional ski instructor services (EU only)

General description

A ski instructor is a person who teaches - at a professional level, even in a non-exclusive and non-continuous manner - individuals and groups of people skiing techniques for all specialisations practised with any type of equipment on ski runs, ski trails, off-piste ski routes and ski excursions that do not involve difficulties that would require the use of mountaineering techniques and materials such as rope, ice axes and crampons.

The temporary and occasional pursuit of the profession in the Province by EU citizens who have obtained the professional qualification of ski instructor in other EU countries is allowed subject to advance declaration to the relevant provincial office and in accordance with Legislative Decree 206/2007 and the legislation implementing Directive 2005/36/EC of the European Parliament and of the Council of 7 September 2005 on the recognition of professional qualifications.

The email containing the required documentation must not exceed 20 MB.

Entry requirements

Equivalence of the qualification for temporary and occasional ski instructor services can only be granted if applicants hold a professional qualification in the relevant discipline in their home Member State and if they can practise the profession of ski instructor as an independent professional or in a ski school in their home country.

Documents required

Please refer to the forms at the foot of this page for the documentation to be submitted.

Legislation

[Provincial Law No 5 of 19 February 2001](#) Rules on the profession of ski instructor and ski schools

[Directive 2005/36/EC](#) of the European Parliament and of the Council of 7 September 2005 on the recognition of professional qualifications

Legislative Decree No 206 of 6 November 2007

Area Director's Decree No 19282/2019 of 9 October 2019, Tourism functional area: Determination of minimum liability insurance cover for ski schools, ski instructors and ski school assistants who are independent professionals. 19 February 2001, No 5, Article 22(1).

Website

For more information, please consult the website of the competent institution dedicated to this service

Forms and annexes

1. Ski instructor: advance declaration of temporary and occasional services (EU only)

- Forms (German language):

https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1032724#servicelink

- Forms (Italian language):

https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1032724#servicelink

Mountain guides and skiers – foreign professional qualification

General description

A mountain guide is someone who carries out the following activities on a professional basis, even in a non-exclusive and non-continuous manner:

1. accompanying people when climbing on rocks or ice or on mountain excursions in general;
2. accompanying people on ski tour climbs or ski excursions;
3. teaching mountaineering and ski touring techniques.

The technical level and skills of mountain and ski guides comply with the international standard and are guaranteed by continuous training courses.

The **right to practise** the professional activity is usually obtained by attending a training course and passing the relevant examination arranged by the Province.

Mountain guides with a foreign professional qualification can **practise their activity** in Alto Adige on an **occasional and temporary basis** or, if they wish to pursue their profession permanently in Alto Adige, following **recognition of their professional qualification**.

Entry requirements

Applicants must be in possession of a professional mountain guide qualification obtained abroad.

Time limits

The application for recognition and the advance declaration can be submitted at any time of year.

Documents required

Please refer to the forms at the foot of this page for the documentation to be submitted.

Costs

The **advance declaration** for occasional and temporary pursuit of the profession with a foreign title is free of charge.

A EUR 16.00 revenue stamp must be applied to the **application for recognition** of the foreign professional title.

Legislation

[Provincial Law No 33 of 13 December 1991](#) Rules governing mountain guides - Ski guides

Directive 2005/36/EC of the European Parliament and of the Council of 7 September 2005 on the recognition of professional qualifications

Legislative Decree No 206 of 6 November 2007

Website

For more information, please consult the website of the competent institution dedicated to this service

Forms and annexes

1. Mountain guides: recognition of a title obtained abroad

- Forms (German language):
https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1006640#servicelink
- Forms (Italian language):
https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1006640#servicelink

2. Mountain guides: advance declaration of temporary and occasional services (EU only)

- Forms (German language):
https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1006640#servicelink
- Forms (Italian language):
https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1006640#servicelink

Mid-mountain guide - training - foreign professional qualification

A service of the Alto Adige provincial administration

General description

A mid-mountain guide accompanies hikers without the aid of crampons, rope and ice axe on trails, excluding 'via ferrata' trails, trails equipped with progression aids and glaciers.

A professional qualification as a mid-mountain guide is obtained by attending special courses and after passing the relevant exams arranged by the [Alto Adige mountain guide and skiing Association](#) or through the recognition of foreign titles.

Entry requirements

There are no particular requirements to be able to participate in mid-mountain guide courses and the **examination**.

Mid-mountain guides with a foreign title can **pursue the activity** in Alto Adige on an **occasional and temporary basis** or, if they wish to pursue their profession permanently in Alto Adige, following **recognition of their professional title**

Time limits

The application for recognition and the advance declaration can be submitted at any time of year to the Tourism functional area.

For mid-mountain guide examinations, please contact the [Alto Adige Mountain Guide Association](#)

Documents required

Please refer to the forms at the foot of this page for the occasional and temporary pursuit of the profession with a foreign title and for recognition of the title.

For information on the documentation required for the examination, please contact the [Alto Adige Mountain Guide Association](#).

Costs

The **advance declaration** for occasional and temporary pursuit of the profession with a foreign title is free of charge.

A EUR 16.00 revenue stamp must be applied to the **application for recognition** of the foreign professional title.

For information on costs for **exam registration**, please contact the [Alto Adige Mountain Guide Association](#).

Legislation

[Provincial Law No 33 of 13 December 1991](#) Rules governing mountain guides – ski guides.

[Provincial Government Resolution No 629 of 14 June 2016](#) Criteria for pursuing the activity of mid-mountain guide and for mid-mountain guide preparation courses and examinations.

[Directive 2005/36/EC](#) of the European Parliament and of the Council of 7 September 2005 on the recognition of professional qualifications

Legislative Decree No 206 of 6 November 2007

Website

For more information, please consult [the website of the competent institution dedicated to this service](#)

Forms and annexes

1. Mid-mountain guide: recognition of a title obtained abroad

- Forms (German language):
https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1033604#servicelink
- Forms (Italian language):
https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1033604#servicelink

2. Mid-mountain guide: advance declaration of temporary and occasional services (EU only)

- Forms (German language):
https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1033604#servicelink
- Forms (Italian language):
https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1033604#servicelink

Tourist guide and tour leader - training - foreign professional qualification

A service of the Alto Adige provincial administration

General description

A **tourist guide** is someone who, by profession, accompanies individuals or groups of people on visits to works of art, museums, exhibitions, parks, galleries, archaeological digs and along tourist routes, explaining their historical, artistic, monumental, landscape and natural features.

A **tour leader** is someone who, by profession, accompanies individuals or groups of people on trips through Italy or abroad, taking charge of implementing travel plans prepared by the organisers and ensuring the necessary support services throughout the trip, also providing significant contributions and information of interest to tourists on areas of transit, outside the scope of the tourist guides referred to in paragraph 1.

A **right to practise** professional activities is usually obtained by passing an examination organised by the Province or by the recognition of foreign titles.

Entry requirements

The right to practise professional activities is obtained by passing an **examination**. Those who meet the following requirements are eligible to take the examination:

1. Italian citizens or citizens of another EU State or citizens of a third country, if they are legally resident in the territory of the State;
2. at least 18 years old;
3. no criminal convictions leading to disqualification, even temporary, from practising the profession, unless rehabilitation has taken place;
4. a final certificate of secondary or vocational education for the professional activities referred to in Article 2 or evidence of similar titles obtained abroad that are recognised or declared equivalent.

Tour guides and tour leaders with a foreign title can **practise the activity** in Alto Adige on an **occasional and temporary basis** or, if they wish to pursue their profession permanently in Alto Adige, following **recognition of their professional title**.

Time limits

No preparatory courses and examinations for tour guides and/or tour leaders are scheduled at present.

Documents required

The documentation required for the aptitude test is established from time to time by publication of an examination notice.

Please refer to the forms at the foot of this page for the occasional and temporary pursuit of the profession with a foreign title and for recognition of the title.

Costs

The **exam registration** costs are established from time to time by publication of an examination notice.

The **advance declaration** for occasional and temporary pursuit of the profession with a foreign title is free of charge.

A EUR 16.00 revenue stamp must be applied to the **application for recognition** of the foreign professional title.

Legislation

[Provincial Law No 21 of 5 December 2012](#) Rules governing tourism professions

Provincial President's Decree No 41 of 18 July 2007 Implementation of Directive 2005/36/EC on the recognition of professional qualifications

Directive 2005/36/EC of the European Parliament and of the Council of 7 September 2005 on the recognition of professional qualifications

Legislative Decree No 206 of 6 November 2007

Website

For more information, please consult the website of the competent institution dedicated to this service

Forms and annexes

1. Tourist guide and tour leader: advance declaration of temporary and occasional services (EU only)

- Forms (German language):

https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1006461

- Forms (Italian language):

https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1006461#servicelink

2. Tourist guide: recognition of a title obtained abroad

- Forms (German language):

https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1006461

- Forms (Italian language):

https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1006461#servicelink

3. Tour leader: recognition of a title obtained abroad

- Forms (German language):

https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1006461

- Forms (Italian language):

https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1006461#servicelink

4. Tour leader: Recognition of foreign professional experience (EU only)

- Forms (German language):

https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1006461

- Forms (Italian language):

https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1006461#servicelink

Technical manager of travel and tourism agencies

General description

Every travel and tourism agency in the Province of Bolzano must have a technical manager who must demonstrate appropriate professional knowledge.

In particular, the necessary professional knowledge concerns the administration and organisation of a travel and tourism agency, technology, legislation and tourist geography, and knowledge of at least three languages, including Italian and German.

These requirements can be demonstrated by passing an aptitude test to be taken before the appropriate Board referred to in Article 10, or by a certificate of secondary education with specialisation in tourism, a degree with specialisation in tourism or a degree with specialisation in economy or law, and in any case with documentation proving knowledge of the three languages mentioned above and one year's experience in commercial duties at a travel agency, tourist association or tourist consortium.

Technical managers with foreign professional experience may apply for recognition.

Entry requirements

Those who hold at least a three-year certificate of secondary education or a certificate of secondary education and have worked in a commercial capacity for at least one year in a travel agency or tourist organisation pursuant to Article 2(1) of [Provincial Law No 15 of 19 September 2017](#) are eligible to take a **aptitude test**.

Please refer to the forms at the foot of this page to apply for **recognition** of foreign professional experience.

Time limits

No aptitude test sessions have been scheduled at present.

An application for recognition of foreign professional experience can be submitted at any time of the year.

Documents required

The documentation required for the **aptitude test** is established from time to time by publication of a test notice.

Please refer to the forms at the foot of this page for the documentation to be submitted for **recognition** of professional experience.

Costs

The exam registration costs are established from time to time by publication of an examination notice.

A EUR 16.00 revenue stamp must be applied to the application for recognition of foreign professional experience.

Legislation

Provincial Law No 3 of 20 February 2002

Provincial President's Decree No 41 of 18 July 2007 Implementation of Directive 2005/36/EC on the recognition of professional qualifications

Directive 2005/36/EC of the European Parliament and of the Council of 7 September 2005 on the recognition of professional qualifications

Legislative Decree No 206 of 6 November 2007

Website

For more information, please consult the website of the competent institution dedicated to this service

Forms and annexes

1. Technical manager: The right to practise the professional activity

- Forms (German language):

https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1006320#servicelink

- Forms (Italian language):

https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1006320#servicelink

2. Technical manager: recognition of foreign professional experience (EU only)

- Forms (German language):

https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1006320#servicelink

- Forms (Italian language):

https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1006320#servicelink

Professional qualification in the on-trade sector - Recognition of foreign professional experience (EU only)

General description

A holder of an on-trade licence or whoever is appointed to be in charge must demonstrate his or her professional qualification in the food and beverages supply sector.

An applicant for a licence to **run a public house** must:

1. demonstrate successful completion of a special vocational course provided for in the implementing regulation, focusing primarily on the examination subjects referred to under point b), or
2. pass an examination by means of which the Board referred to in Article 23 establishes suitability to run public houses, with regard to legislation on the supply of meals and beverages, with particular reference to legislation on food, health and hygiene, administrative penalties and merchandising, or
3. demonstrate that they have pursued specific sectoral activities for at least one year, even if not continuously, during the last five years.

The above requirements are verified by a Board appointed for a five-year period by the provincial council and based at the Chamber of Commerce.

Persons with **foreign professional experience** in the on-trade sector may apply for **recognition** for the purposes of obtaining a professional licence to run public houses.

Documents required

Please refer to the forms at the foot of this page for the documentation to be submitted for **recognition** of professional experience.

Costs

A EUR 16.00 revenue stamp must be applied to the application.

Legislation

[Provincial Law No 58 of 14 December 1988](#) Rules on public houses

[Provincial President's Decree No 41 of 18 July 2007](#) Implementation of Directive 2005/36/EC on the recognition of professional qualifications

Website

For more information, please consult the website of the competent institution dedicated to this service

Forms and annexes

1. Recognition of foreign professional experience (EU only)

- Forms (German language):
https://www.provinz.bz.it/de/dienstleistungen-a-z.asp?bnsv_svid=1035044#servicelink

- Forms (Italian language):
https://www.provincia.bz.it/it/servizi-a-z.asp?bnsv_svid=1035044#servicelink