

# Ski schools: licence to operate a ski school

## General information

The operation of a ski school requires a licence from the Provincial Government (*Landesregierung*).

## Dates and deadlines

The activity may only be carried out after the legally binding licence has been granted.

## Requirements

The applicant for a licence must provide evidence that they meet the following personal requirements:

- a) hold Austrian citizenship or be treated as equivalent under the law of the European Union or on the basis of an international treaty,
- b) be at least 21 years old,
- c) be suitably qualified,
- d) have worked for at least 25 weeks as a certified snow sports instructor,
- e) have passed the entrepreneurial examination according to the licensing requirement under Section 25. If need be, complete the recognition procedures according to Sections 28 and 29,
- f) be reliable, and
- g) not already hold a ski school licence.

The necessary reliability is to be proven by the presentation of a criminal record certificate. Evidence of reliability will be recognised if issued to European Union citizens by a competent authority in their Member State of origin.

If such evidence is not issued in the home Member State, evidence of reliability may be provided by means of a sworn statement. If this is not provided for in the home Member State, evidence of reliability may be provided through a solemn declaration before a competent authority of that Member State.

The professional competence requirement under letter c will be satisfied if the following evidence can be provided:

For the full ski school licence:

1. ski guide or mountain guide, qualified ski instructor, snowboarding instructor candidate or cross-country ski instructor candidate, or
2. snowboarding guide or mountain guide, qualified snowboarding instructor, ski instructor candidate or cross-country ski instructor candidate.

For the ski school licence for individual types of skiing:

1. certified ski instructor and either ski guide or mountain guide (alpine skiing),
2. certified snowboarding instructor and either snowboarding guide or mountain guide (snowboarding),
3. certified cross-country ski instructor (cross-country skiing).

Furthermore, the licence applicant must have a suitable ski school office and a meeting point (in this respect, a site plan, including access possibilities, must be attached and the relevant usage rights must be proven). The ski school office is suitable if the applicant for

a licence can prove that the ski school is of the minimum size required for its operation (enrolment of pupils, provision of information). It must also be easily accessible.

The planned name of the ski school must also be specified as part of the application. The name must consist of the word *Schischule* ('ski school') or *Schneesportschule* ('snow sports school') and a corresponding description of the place. For ski schools for individual types of skiing only, the name must additionally contain a reference corresponding to the field of authorisation. The name must be clearly distinguishable from existing names and must not be deceptive.

## Relevant body

Amt der Vorarlberger Landesregierung, Amtsstelle Sportreferat [Office of the Vorarlberg Provincial Government, Sports Department]

## Costs and payments

EUR 144.40 provincial administrative charge

EUR 47.30 application fee in accordance with the Federal Law on Dues (*Gebührengesetz*)

EUR 83.60 fee for the official certified copy of the licence, in accordance with the Federal Law on Dues

The other costs depend on the number of appendices submitted (EUR 3.90 per sheet (= four DIN A4 pages), maximum EUR 21.80 per appendix).

If a report from a non-official expert is necessary, this will be communicated separately in advance.

## Online forms

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## Legal basis

Sections 4 to 9 of the Ski School Act (*Schischulgesetz*), regarding licences

Sections 11 to 16 of the Ski School Act, regarding the organisation of a ski school

General Administrative Procedure Act (*Allgemeines Verwaltungsverfahrensgesetz*) 1991

Vorarlberg Provincial Regulation on Administrative Fees  
(*Verwaltungsabgabenverordnung des Landes Vorarlberg*)

Federal Law on Dues 1957

## Authentication and signature

An electronic or handwritten signature is not required for applications.

## Appeals

Appeals against decisions of the Provincial Government may be lodged with the Regional Administrative Court (*Landesverwaltungsgericht*). The appeal must specify the contested decision and the authority that issued it. It must contain a request and set out

the grounds on which the allegation of illegality is based. The appeal must be filed in writing to the relevant competent provincial government within 4 weeks of the date of notification of the decision and must contain information that makes it possible to assess its timeliness. The appeal may be filed electronically: Appeals in administrative proceedings.

## **Assistance and problem-solving services**

eap@vorarlberg.gv.at

## **Entity responsible for the content**

Amt der Vorarlberger Landesregierung  
Römerstraße 15  
6900 Bregenz

## **Last updated**

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## **Data protection information**

Personal data is processed in order to handle your case and/or conduct proceedings. Information on data processing and your rights as a data subject can be found in the form.

## **Further information**

The ski school licence can be granted in full for all types of skiing or for individual types of skiing (Alpine skiing, snowboarding, cross-country skiing).

The application for a ski school licence must be submitted in writing, together with the documents required for the assessment. In particular, the location, size and equipment of the ski school office and the assembly point must be indicated, as well as proof of the right to their use.

If a licence is applied for to run an existing ski school, the licence applicant must submit a declaration by the licence holder(s) stating that they agree to the granting of the licence. It is not mandatory to prove that requirements for a suitable ski school office and a suitable assembly point are met.

The location of the ski school is the municipality in which the ski school office and the assembly point are located. The skiing lessons must be held mainly in the skiing area to which the ski school belongs.

## **Feedback forms**

Feedback on information services  
Feedback on barriers in the internal market