

GUIDE

for citizens
of the European Union
in Saxony-Anhalt



EUMIGRA
FACH- UND SERVICESTELLE
EU-MIGRATION
SACHSEN-ANHALT



GUIDE

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of the European Union
in Saxony-Anhalt

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DEAR READERS,



The population of Saxony-Anhalt has become more diverse in recent years as a result of increased diversity through immigration. In our federal state, more than eight per cent of all citizens have a migratory background. EU citizens from other European countries account for one third of all foreigners registered in Saxony-Anhalt and more than half of all foreign employees in the state. Poland, Romania and Bulgaria are among the ten main countries of origin. In addition to immigrants, a larger number of mobile workers from other EU states are in the state for short or medium periods of time as a result of the free movement of workers. Overall, the share of EU citizens in all employees subject to social insurance contributions is around 2.5%. Whether in companies, in the health sector, at our cultural institutions or at university: we need immigrants to make our lives work. Successful integration is an enormous opportunity.

Saxony-Anhalt is currently and will continue to be increasingly dependent on immigration, foreign workers and their successful integration in order to cope with demographic change, to secure young talent on the training and labour market and to strengthen cultural diversity in the state.

It is our common task to do everything we can to make people feel welcome and at home in Saxony-Anhalt, regardless of their origin. The better immigrants and foreign workers can inform themselves about support opportunities, the quicker they will be able to arrive and the better they will be able to contribute to the state with their potential. An important focus of the integration work of many projects in recent years was and is the shaping of the integration of refugees.

The Fach- und Servicestelle EU-Migration Sachsen-Anhalt is now supplementing these services with support for EU citizens and has gratefully produced this guide.

We wish you informative reading!

Best regards
Yours sincerely
SUSI MÖBBECK

STATE SECRETARY IN THE MINISTRY FOR LABOUR, SOCIAL AFFAIRS, HEALTH
AND EQUALITY OF THE STATE OF SAXONY-ANHALT
INTEGRATION COMMISSIONER OF THE STATE GOVERNMENT



ABOUT THIS GUIDE

This guide brings together frequently requested and sometimes scattered information on living and working for citizens of the European Union in Saxony-Anhalt. It is not only the form of the brochure that is new. We have also taken a new approach to the production of the brochure, because European member organisations have contributed with their advice on what is important to them and what makes it easier to find one's way around the often complicated regulations. In this way, we would like to improve information and independent orientation from the perspective of EU citizens in the long term. The Infothek of the **Federal Equal Treatment Authority for EU Employees** served as a basis for the presentation of the nationwide legal basis.

We cannot and do not intend this handout to be complete in its treatment of individual aspects or to replace individual counselling. The chapters focus on basic information that can support initial orientation. In addition, numerous links lead to further information on specialised internet portals as well as to the **contact and counselling** centres in Saxony-Anhalt. **Hints and tips** highlighted in the text as well as the **keyword index** complete the guide as an offer of decision-making assistance and reliable orientation in everyday life.

The guide is intended not only for EU citizens but also for their many supporters in the districts and independent cities of Saxony-Anhalt: the specialised services from the migration-specific and general social counselling landscape, the coordination centres for integration, the many committed multipliers in projects and initiatives in full-time and voluntary work. It can and should be used as a guide or reference book, not least by those active in migrant organisations and associations.

In order to be as comprehensible as possible, the first edition of this orientation guide is available in German, English, Polish, Romanian, Bulgarian and Hungarian. It can be downloaded from the information portal www.eumigra.de/eu-wegweiser.html as a closed brochure. The individual thematic chapters will soon be available in other European languages - electronically and for individual printing.

We see this guide as a work in progress, because we are aware that suggestions and tips from you can help to improve the guide. We therefore welcome your feedback and suggestions, which you can send to our EUmigra information portal www.eumigra.de at any time.

All the best on your way in Saxony-Anhalt!

KRZYSZTOF BLAU

MANAGING DIRECTOR OF AGSA E.V.



WELCOME TO SAXONY-ANHALT!

GREETING BY THE CHAIRMAN OF THE AUSLANDSGESELLSCHAFT
SAXONY-ANHALT E.V.



Immigration to Saxony-Anhalt is something valuable that our state must strive for and for which it must actively advertise and create incentives.

*The faster and more successfully immigrants integrate into our state, the better we will be able to shape the coexistence of our society.**

More and more citizens from all over Europe are finding their way to Saxony-Anhalt to work and live here. With the instrument of the free movement of workers, new opportunities and hopes are available to be better paid than in the country of origin, to develop professionally and to build up family perspectives.

We warmly welcome the associated trend of immigration to our federal state. At the same time, this welcome development brings with it new challenges for a comprehensive culture of welcome. For in practice, guaranteed rights for EU workers often still prove to be unfulfilled. More than ever, it is the task of all social actors to shape the free movement of persons in a socially just manner and to further develop internal EU migration as a central pillar of the European idea: on the basis of equal treatment and equal social participation.

*

State Integration Concept
Saxony-Anhalt (2020), p. 4.

With this guide, we as publishers want to contribute to Saxony-Anhalt being perceived even more strongly than before by European immigrants: as an attractive place to work and live and as a state with well-positioned support structures for our fellow European citizens.

Well-prepared information in the mother tongue plays an important role here. Especially in view of the many risks, stumbling blocks and discrimination, it is indispensable, as it can help to exercise guaranteed rights and avoid social or financial disadvantages. As an umbrella organisation of more than 40 migrant organisations, we know this through our members in the communities, and we also know it as publishers of various orientation guides for immigrants.

This brochure is a novelty of its kind. As a compendium, it combines information on working life with aspects of social integration for the first time, especially for European immigrants. At the same time, it links general federal regulations with references to offers and services for EU nationals and their families in Saxony-Anhalt. May this tool for information and orientation support you well in arriving here better and feeling permanently at home. On behalf of the board of the Auslands-Gesellschaft, I wish all readers of this guide good luck on all their journeys in our federal state!

GERHARD MIESTERFELDT

CHAIRMAN
OF THE AUSLANDSGESELLSCHAFT SAXONY-ANHALT E.V.



MAGDEBURG CATHEDRAL ABOVE THE BANKS OF THE ELBE RIVER

RIGHT IN THE MIDDLE OF EUROPE AND GERMANY.

MANY GOOD REASONS
TO LIVE AND WORK
IN SAXONY-ANHALT



GEOGRAPHICALLY FAVOURABLE LOCATION ESPECIALLY FOR IMMIGRANTS FROM EASTERN EUROPE

As a federal state located in the centre of Germany and Europe, Saxony-Anhalt is easily accessible for immigrants from all over Europe. While the southern part belongs to the metropolitan region of Central Germany, the state borders the metropolitan regions of Hamburg and Berlin-Brandenburg to the north and east, and Hanover in Lower Saxony to the west. The geographical proximity to Poland and the Czech Republic is significant for internal EU migration. This offers many mobile employees the opportunity to visit their families regularly with little travel effort.

GOOD ECONOMIC CONDITIONS

Saxony-Anhalt is a modern business and science location. Twelve future-oriented locations spread across the state embody the dynamics of scientific and technological innovation with established structures. In the heartland of the East German chemical industry, the logistics sector, the production industry in the fields of mechanical and plant engineering, food, agriculture, health and the creative industries offer good employment prospects for European immigrants. Attractive for many European workers is also the higher minimum wage and the stronger purchasing power compared to their Eastern European neighbours.

Likewise, European immigrants with, for example, a Master's or engineering degree are working in Saxony-Anhalt today because it is worthwhile for financial reasons and the general conditions for living are right.

IN THE MIDDLE OF EUROPE

VIEW OF THE TOWN OF SCHKOPAU,
IN THE BACKGROUND THE DOW
PLANT WITH THE VALUEPARK



FAVOURABLE HOUSING AND LIVING COSTS AND ATTRACTIVE LIVING ENVIRONMENT



HARZ NATIONAL PARK

Saxony-Anhalt is regarded by our European neighbours as a federal state with low housing and living costs and high quality standards. Rental prices are very similar to those in eastern Europe, in some cases even considerably cheaper. They are also significantly lower than in western Germany. In small towns and rural areas, buying a home is also cheaper than in Poland or Italy, for example. The general cost of living in Saxony-Anhalt is sometimes lower than in some European countries. Not only in the pulsating larger cities of Saxony-Anhalt are there well-rehabilitated residential areas with an attractive living environment. In many places, excellently restored historic town centres, well-maintained green spaces and well-developed infrastructures contribute to both locals and immigrants feeling at home here.

LIVEABLE TRAINING CONDITIONS



The university cities of Magdeburg and Halle as well as other larger cities with their universities and research institutions, together with the companies, provide a lively working and living environment. International students find compatriots also from the European Union, maintain exchange and contact with European communities and get to know other cultures. In particular, the educational and training conditions at the universities and vocational schools are considered attractive and exemplary by immigrants from the European Union, not least because of the favourable costs for training and studies.

RECONCILING WORK AND FAMILY LIFE

Saxony-Anhalt has traditionally been committed to families and is considered family-friendly. For example, under the Child Promotion Act, all children in the state have a legal right to care and early childhood support in a kindergarten from birth. Social benefits such as parental allowance and parental leave are also important contributions to a family-friendly climate. In addition, there is a wide range of kindergartens and after-school care places. Finding a place for one's own children here or at a school is less difficult than in some other countries with particularly dense conurbations. Many families who live and work here because of their distance from home and without domestic support are thus offered the opportunity to reconcile work and family life in cities as well as in rural areas. Last but not least, the Saxony-Anhalt Family Pass offers regional leisure and cultural activities at reduced prices for the whole family.

UNIQUELY RICH CULTURAL LANDSCAPE AND NATURAL RECREATIONAL OPPORTUNITIES

The state's two largest cities – Magdeburg on the Elbe and Halle on the Saale – are not the only world-famous historical cultural sites with important sights. With its five UNESCO World Heritage Sites – the Bauhaus, the Dessau-Wörlitz Garden Kingdom, the Luther memorials in Eisleben and Wittenberg, the old town of Quedlinburg and Naumburg Cathedral – Saxony-Anhalt offers a unique density of cultural monuments. In addition to the historic towns and cities and the "Romanesque Road" that connects them, distinctive landscapes such as the Altmark, Germany's northernmost wine-growing region, Saale-Unstrut, and the Harz Mountains, the highest mountain range in northern Germany and a national park, offer excellent places for excursions and experiences. Many towns and municipalities in Saxony-Anhalt invite you to relax in their green spaces and spacious parks, often with long cycle paths, and contribute to Saxony-Anhalt's proverbial relaxed attitude to life.





1. ENTRY – RESIDENCE – NATURALISATION

1. ENTERING GERMANY UNDER THE FREEDOM OF MOVEMENT ACT
2. TRANSFERRING RESIDENCE TO GERMANY
3. RESIDENCE OF FAMILY MEMBERS
4. RESIDENCE OF CLOSE RELATIVES
5. PERMANENT RIGHT OF RESIDENCE
6. NATURALISATION

In this chapter you will learn
which rights you can claim for yourself and your family members as a national of an EU member state with regard to residence and which requirements apply for the right of permanent residence and for naturalisation.

At the end of the chapter you will also find the advice centres and contacts you can turn to in Saxony-Anhalt.

1. ENTRY REQUIREMENTS FOR EU NATIONALS TO GERMANY

As a national of a member state of the European Union and thus a "citizen of the Union", you basically have the right to move freely within the EU. You can therefore enter and stay in Germany and any other EU member state without a visa. The legal basis for this is **the Freedom of Movement Act/EU (Freizüg/EU)**.

To enter Germany, you need an identity document (passport or identity card). You can stay in Germany for up to 3 months without further requirements and conditions.

You are entitled to stay in Germany for longer than 3 months if you are

- are employed or self-employed,
- are undergoing vocational training,
- are looking for work with a reasonable chance of success,
- are not gainfully employed, but have sufficient means of subsistence and health insurance cover (also applies to students) or
- have already legally resided in Germany for at least 5 years (permanent right of residence).

As soon as you have found a job, you will need a certificate from your employer or your employment contract. With this proof you acquire your **Aufenthaltsrecht (right of residence)**.





Pay attention to the registration deadline. If you miss this deadline, you may face a fine of up to €1000.

2. TRANSFER YOUR RESIDENCE TO GERMANY

After you have entered Germany, you must register at the registration office (Meldebehörde) of your place of residence within 2 weeks of moving in. To do this, you will need a "Wohnungsgeberbestätigung" or "Vermieterbescheinigung" from your landlord as well as your identification documents. You can find more information about the services of the Residents' Registration Office or download forms [here](#).

In accordance with the European Directive on the Free Movement of Persons, the Foreigners' Registration Office can demand that you certify your legal entitlement (§ 5a FreizügG/EU). In order to do so, they can demand the presentation of certain documents, for example:

- a confirmation of employment or a certificate of employment from the employer,
- proof of self-employment,
- proof of sufficient means of subsistence and health insurance cover in the case of non-employed persons,
- if you are looking for work, proof that you are seriously looking for work with reasonable prospects of success.

Do I have to have my documents translated into German for registration at the registration office?

As a rule, your personal data will be taken from your national passport or identity card; no translations are required here. However, family relationships are regularly verified by means of marriage, birth and death certificates (so-called civil status certificates) and then registered. Some EU countries can issue international versions of marriage, birth and death certificates. These international certificates are recognised in the member states of the Convention without further formalities (legalisation or apostille endorsements).

Documents from other countries must be certified in the home country and then translated into German by a sworn translator. The certification can be carried out either by the competent authority in the home country (apostille) or by the competent German mission abroad (legalisation).

3. RESIDENCE OF FAMILY MEMBERS

The right to freedom of movement also applies to family members who accompany you or join you as Union citizens entitled to freedom of movement. The nationality of the family member is irrelevant.

The following are considered **family members**

- spouses,
- registered life partners (life partnership according to the German Life Partnership Act or on the basis of the legal provisions of another EU member state or the states of Norway, Iceland and Liechtenstein),
- the EU citizen's own children or grandchildren, spouses or life partners who are younger than 21 years of age.

An identity document (passport or identity card) is required. The foreigners authority may demand proof of the family relationship to the EU citizen entitled to freedom of movement. In addition, the foreigners authority may request the submission of the EU citizen's confirmation of registration.

To prove the right to freedom of movement and residence of a family member, the Aliens Department issues a **residence card** to family members of third-country nationals. This should be issued within 6 months and is generally valid for 5 years.



Own children or grandchildren who are older than 21 years, as well as relatives in the direct ascending line (parents, grandparents, etc.) may only come to Germany if the accompanied EU citizens provide them with maintenance.



Family members who are not EU citizens themselves ("third-country nationals") require a Aufenthaltskarte (visa) to enter Germany.

4. RESIDENCE OF CLOSE RELATIVES



In addition to the status as a close person, further requirements must be fulfilled. There must be a reason for residence ("reasons for residence"). In the case of relatives, this can be maintenance by the EU citizen or care of the relative by the EU citizen. In the case of cohabitants, it is necessary that they will live together with the EU citizen on a permanent basis in the territory of the Federal Republic of Germany (§ 3a paragraph 1 FreizügG/EU).

You can also apply for a right of residence as a person close to the EU citizen at the Aliens' Registration Office. This is the case if there is a close and stable family or partnership relationship with the person, e.g.:

- relatives in the collateral line (e.g. siblings, uncles and aunts, cousins, etc.), also the relatives of the spouse or life partner, i.e. also persons who are related by marriage to the EU citizen,
- minor children (under 18 years of age) who are under the guardianship of or in a foster-child relationship with the EU citizen,
- cohabitants of an EU citizen (without the existence of a recognised civil partnership), if there is a provable, long-term relationship (i.e. similar to marriage). The assumption of the status of cohabitant is always excluded in the case of persons who are married or in a life partnership at the same time.

The Aliens Department decides on the application on the basis of a detailed examination of the respective personal circumstances. It may request the following proofs and documents:

- a valid identity document (passport or identity card)
- proof of the (family) relationship to the EU citizen entitled to freedom of movement
- the presentation of the EU citizen's registration confirmation
- proof of the reason for residence (e.g. proof of maintenance payments).

The "related persons" receive a "residence card" in accordance with § 3a of the Freedom of Movement Act as proof of the right of residence.

5. PERMANENT RIGHT OF RESIDENCE



If you are an EU citizen and have been legally resident in Germany for 5 years, you acquire a permanent right of residence. Your right of residence then applies irrespective of whether the conditions for freedom of movement are met. You can have your permanent right of residence certified by the Aliens' Registration Office.

Family members and close relatives also acquire a permanent right of residence if they have legally resided in Germany with the EU citizen for five years. They will be issued a permanent residence card within 6 months of application if they are not EU citizens themselves.

In special cases, EU citizens have the right of permanent residence even before the expiry of 5 years: For example, if they have given up gainful employment at an age of over 65, if they have taken early retirement or if they have been fully disabled, e.g. due to an accident at work or occupational disease (§ 4a paragraph 2 FreizügG/EU).



6. NATURALISATION

GOOD TO KNOW:

In general, you are no longer required to give up your previous nationality in order to be naturalised. However, according to the law of your country of origin, you may lose your previous nationality if you naturalise in Germany. Seek advice from the embassy or consulate of your country of origin.



The best people to contact with questions are the municipal naturalization authorities themselves (by e-mail or in person). When making appointments, however, you should plan several months in advance (about 4 months). Appointments are usually booked online during the week after new appointment offers have been released.

As a citizen of the European Union, you are entitled to acquire German citizenship through naturalisation, as you enjoy an unlimited right of residence in Germany as a citizen of a member state of the European Union who is entitled to freedom of movement. As a Union citizen who is not gainfully employed, you are entitled to freedom of movement if you have sufficient health insurance cover and sufficient means of subsistence (§ 4 Freedom of Movement Act).

In the naturalisation procedure, which is subject to application, you prove by means of suitable documents that you fulfil the conditions for obtaining German citizenship. You can prove your knowledge of the legal and social system as well as living conditions in Germany by taking a naturalisation test.

The **"Naturalisation Portal"** of the state government of Saxony-Anhalt provides detailed information, for example, on the naturalisation procedure, the requirements and the mandatory naturalisation test. Tip: The best contact points for questions are the municipal naturalisation authorities themselves (by e-mail or in person). When making an appointment, however, you should plan several months in advance (approx. 4 months). Appointments are usually booked online during the week after new appointments have been made available.

CONTACT POINTS AND ADVICE ON SITE



Migrationsberatung für erwachsene Zuwanderinnen und Zuwanderer (MBE)

Jugendmigrationsdienste (JMD)

WelcomeCenter Sachsen-Anhalt

Ausländerbehörde

INFORMATION MATERIALS



Make it in Germany

Willkommen in Sachsen-Anhalt

Willkommen in Deutschland

Praxisleitfaden für EU-Arbeitnehmerinnen und Arbeitnehmer in Deutschland

Beratung von Unionsbürger*innen: Die Freizügigkeitsrechte in familiären Konstellationen

Ausgeschlossen oder privilegiert? Zur aufenthalts- und sozialrechtlichen Situation von Unionsbürger*innen und ihren Familienangehörigen



2. HOUSING

1. FIND A SUITABLE FLAT
2. THE TENANCY AGREEMENT
3. RENT AND DEPOSIT
4. FLAT DEFECTS
5. GIVING NOTICE TO LEAVE THE FLAT
6. HOUSING BENEFIT

1. FIND A SUITABLE FLAT

As an immigrant from the EU, you have a free choice when looking for a flat or buying a property. You can rent a flat or buy a property in Germany from your country of origin. However, you must comply with the legal regulations that apply in Germany.

It is advisable to search via property advertisements on the Internet or in appropriate newspapers with an advertisement section. You must reply in writing to an advertisement with a box number (numbers or letters) and send the letter to the newspaper. The letter will then be forwarded to the landlord.

If you are in a particular hurry or want to live in a conurbation, it is advisable to hire an estate agent. Please note: The real estate agent may charge a broker's fee or commission if the brokerage is successful. You should therefore compare several offers. The broker's commission for you as a tenant may not exceed two net cold rents plus VAT. The local housing office can also help you find a flat. They often arrange flats directly.

The following applies to Saxony-Anhalt: Compared to the national average and especially to large cities in western Germany, the housing market offers relatively moderate prices for rental flats and also for home ownership. The stability of rents in some cities is due, among other things, to an evolved cooperative structure for which affordable housing is characteristic. In addition, many cities and municipalities in Saxony-Anhalt have social housing. As a rule, these may only be rented to people with low incomes. For this you need a **Wohnberechtigungsschein**, which you can obtain from your local housing office.

The portal WG-Gesucht also offers a good search option for entire flats, not just shared rooms: <https://www.wg-gesucht.de>. In principle, it is useful to post a request, so that landlords can also write to the person looking for accommodation and a good match can be found more easily.

In this chapter you will learn, what you should pay attention to when looking for a flat, which regulations apply in Germany for the tenancy agreement and the rent deposit, and under which conditions you can apply for housing benefit as a citizen of the Union.

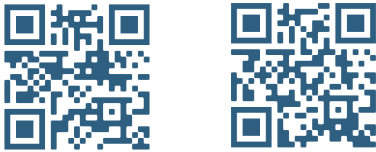
At the end of the chapter you will also find the advice centres and contacts you can turn to in Saxony-Anhalt.



GOOD TO KNOW

If you are planning a longer stay or a move to Germany, it is advisable to live temporarily with a friend. Check whether the landlord allows subletting. You have a realistic chance of getting your own flat if you have your own job or proof of income.

The local Telegram groups for flat hunting and "Sharing is Caring" also provide support here. However, the names of these groups vary depending on the location. For Halle, for example, this is www.t.me/WohnenInHalle and www.t.me/hallecare817.



For Magdeburg, the group is www.t.me/sharinginmagdeburg



2. THE TENANCY AGREEMENT



Before signing the tenancy agreement, you should have a thorough look at each room with your landlord and address any renovation work that may be necessary. Check whether the heating, sockets and connections are working. Record any deficiencies in a move-in log when you hand over the apartment. The same applies when you move out. Record the condition of the handed-over flat in a move-out protocol.

A tenancy agreement regulates the rights and obligations of the tenant and contains provisions on running costs. In Germany, tenancy agreements are usually concluded in writing. There is no obligation on the part of the landlord to do so. However, you should insist on a written tenancy agreement. In the event of a dispute, you will have an important document in your hand.

Unlimited tenancy agreements are the rule in Germany. **A sample** residential tenancy agreement shows the points you should pay attention to when moving in.



3. RENT AND SECURITY DEPOSIT

The rent for a rented flat consists of the basic rent and the costs for the supply of heating, hot water, gas if applicable, as well as the operating costs for the housing complex (warm rent). Electricity costs and costs for telephone and internet are usually regulated via personal down payments with your contractual partners. If your landlord wants to increase the rent over time, he can only do so under certain conditions.

A security deposit is usually agreed in the tenancy agreement. The amount of the deposit can be negotiated. However, the deposit may not exceed 3 cold rents (monthly rent excluding service charges).

The rent deposit is transferred by the tenant to the landlord. The tenant may pay the deposit in 3 monthly instalments. The first instalment is due at the beginning of the tenancy.

4. HOUSING DEFECTS

If you notice defects or (technical) faults in the flat, you as a tenant must inform the landlord so that the defect can be remedied by him as soon as possible. It is important that you do this in writing and set a deadline for remedying the defect. Until the defect is remedied, the rent may be reduced to a reasonable extent.



GOOD TO KNOW

The German Tenants' Association (Deutscher Mieterbund) provides information on risks and pitfalls in connection with housing and tenancy agreements in the section on tenancy law on its [website](#).



GOOD TO KNOW:

Get advice before you reduce the rent. If you reduce the rent unreasonably, you run the risk of being terminated by the landlord.

GOOD TO KNOW:

Recipients of so-called transfer benefits, in which the accommodation costs are already taken into account, such as unemployment benefit II and social benefit according to SGB II ("Hartz IV"), basic income support in old age and in case of reduced earning capacity as well as assistance with living costs according to SGB XII etc.) are not entitled to housing benefit.



5. TERMINATING A RENTAL CONTRACT

If you have an open-ended tenancy agreement, you can generally terminate it with 3 months' notice. It does not matter how long you have been a tenant.

You must give notice in writing. If you give notice of termination to the landlord by the 3rd working day of a month at the latest, this month already counts as the period of notice.

There is also the possibility of a shorter notice period. However, this only applies if it is expressly stated in the tenancy agreement. The landlord must observe the statutory periods of notice and may not shorten them in his favour.

6. HOUSING BENEFIT

Housing benefit is a state subsidy for people on low incomes. It can be granted on application.

Housing benefit is available

- as a rent subsidy if you rent a flat or a room, or
- as an encumbrance allowance if you live in a flat or house that you own.

You will only receive the subsidy if you are actually residing in the territory of the Federal Republic of Germany and are **entitled** to freedom of movement according to the Act on the General Freedom of Movement of EU Citizens (Freizüg/EU).

Housing benefit is only granted on application - usually from the beginning of the month of application for a period of twelve months. Applications for housing benefit must be submitted to the housing benefit authorities of the districts, independent cities and municipalities with more than 20,000 inhabitants.

Use the **prescribed forms** to submit your application for housing benefit in Saxony-Anhalt.

CONTACT POINTS AND ADVICE ON SITE



Deutscher Mieterbund Sachsen-Anhalt e.V.
(Mitgliedschaft erforderlich)

Mietervereine in Sachsen-Anhalt

Migrationsberatung für erwachsene Zuwanderinnen und Zuwanderer (MBE)

Jugendmigrationsdienste (JMD)

WelcomeCenter Sachsen-Anhalt

INFORMATION MATERIALS



Antragsformulare und Informationen um den Wohngeldanspruch:
Ministerium für Infrastruktur und Digitales
www.mid.sachsen-anhalt.de/infrastruktur/bauen-und-wohnen/wohngeld/

Willkommen in Deutschland



3. LEARNING GERMAN

1. LEARNING GERMAN WITH AN INTEGRATION COURSE
2. VOCATIONAL LANGUAGE COURSES
3. LEARNING GERMAN ABROAD
4. FOREIGN LANGUAGE COURSES OFFERED BY THE ADULT EDUCATION CENTRE

1. LEARNING GERMAN WITH AN INTEGRATION COURSE

As an EU citizen, you have no legal entitlement to admission to an integration course and usually have to finance the German language course yourself. However, the **Federal Office for Migration and Refugees (BAMF)** can admit you and your family members to an integration course if you and your family members do not yet speak sufficient German, have not yet attended an integration course and there are free course places.

An integration course consists of a language course and an orientation course, in which knowledge about the legal system, history and culture of Germany is taught. The state pays half of the tuition costs. You have to pay your own contribution to the course costs.

In this chapter you will learn which options you have as a citizen of the Union to learn German and which alternative options are open to you, from integration courses to language courses at the adult education centre.

At the end of the chapter you will also find the counselling centres and contacts you can turn to in Saxony-Anhalt.



2. PROFESSIONAL LANGUAGE COURSES

If you have already reached language level B1, you can take part in **professional language courses**.

Under the following conditions, you may be entitled to participate in a vocational language course: If you

- are registered with the Employment Agency as a training seeker, job seeker or unemployed, **or are participating in vocational preparation measures or assisted training**, or
- receive unemployment benefit II or
- you have to reach a certain language level, to accompany the recognition of foreign vocational qualifications or for access to a profession, or if you are a
- are a trainee/apprentice.



3. LEARN GERMAN ABROAD

The **Goethe-Institut**, which is represented in many countries, offers an opportunity to learn German before coming to Germany. It promotes knowledge of the German language abroad and fosters international cultural cooperation. You can thus take advantage of the opportunity to complete one of the many language courses at levels A1-C2 in your home country.

4. FOREIGN LANGUAGE COURSES OFFERED BY THE ADULT EDUCATION CENTRE

In addition to the many online language courses, one possibility for learning foreign languages (European languages, German as a foreign language) are the language courses offered by the local adult education centres. In many places, language courses in German for foreigners / German as a second language are part of the regular programme at the adult education centre. In larger cities, you will often find language courses for Bulgarian, Polish, Romanian, Hungarian, etc. You may also have to search in the vicinity of your place of residence to find the language course you are looking for. Language courses at adult education centres (Volkshochschulen) are subject to a fee, but are often cheaper than those offered by other language learning providers.

The state association of adult education centres (Landesverband der Volkshochschulen) offers an **overview of adult education centres in Saxony-Anhalt with an interactive map of the individual locations**.

5. LANGUAGE TANDEMS

Language tandems are a free option for learning foreign languages. Such language partnerships exist in various cities and towns. In a language tandem, language learners of different mother tongues support each other through personal meetings or other exchanges. It can be a matter of refreshing language skills, expanding vocabulary or having an intercultural chat.

To find a language tandem locally in Saxony-Anhalt, you can use the search function of the language tandem portal **tandem.net** (1) or the language partner portal **ersteachilfe.de** (2).

For students in Saxony-Anhalt, the universities offer language tandems, for example the **Martin Luther University Halle-Wittenberg** (3) and the **Otto-von-Guericke-University Magdeburg** (4).



CONTACT POINTS AND ADVICE ON SITE



Migrationsberatung für erwachsene Zuwanderinnen und Zuwanderer (MBE)

Jugendmigrationsdienste (JMD)

Agentur für Arbeit und Ihr Jobcenter

Volkshochschulen Sachsen-Anhalt

INFORMATION MATERIALS AND PORTALS



Willkommen in Deutschland

Integrationskurse in Ihrer Nähe:
Suchformular der Bundesagentur für Arbeit;
Auskunftssystem des BAMF

Deutsche Welle: <https://www.dw.com/de/deutsch-lernen/s-2055>



AEM-ANHALTISCHE ELEKTROMOTORENWERK DESSAU GMBH, SAXONY-ANHALT

4.

WORKING IN GERMANY AND SAXONY-ANHALT

PART 1: LOOKING FOR WORK

1. JOB SEARCH WITH THE SUPPORT OF THE EMPLOYMENT AGENCY
2. TAKING ADVANTAGE OF THE PLACEMENT BUDGET TO GET A JOB
3. PROMOTION THROUGH VOCATIONAL INTEGRATION MEASURES
4. FURTHER EDUCATION WITH THE HELP OF THE EDUCATION VOUCHER

PART 2: EMPLOYMENT REGULATIONS AND LAWS

1. THE EMPLOYMENT CONTRACT
2. PAYMENT OF THE MINIMUM WAGE
3. WORKING HOURS AND HOLIDAY REGULATIONS
4. PAY WITHOUT WORK
5. REGULATIONS FOR SPECIAL FORMS OF WORK
6. DISMISSAL AND PROTECTION AGAINST DISMISSAL

PART 3: EMPLOYEE RIGHTS AND OBLIGATIONS IN THE EVENT OF LOSS OF EMPLOYMENT

1. IF YOU DO NOT RECEIVE YOUR WAGES
2. IF I HAVE BEEN DISMISSED
3. UNEMPLOYMENT BENEFIT AND BASIC INCOME SUPPORT

PART 1: LOOKING FOR WORK

1. JOB SEARCH WITH THE SUPPORT OF THE EMPLOYMENT AGENCY

An important first step in your job search in Germany is to register with the **Federal Employment Agency (Bundesagentur für Arbeit) (1)** as a "job seeker". The prerequisite for this is a valid registration address. You must be reachable by post at the registered address. It is your contact address with the Federal Employment Agency.

To register as a jobseeker, use the internet portal "**JOBBÖRSE**" (2) or contact your local employment agency by telephone. As soon as you are registered as a "job seeker", as an EU citizen you have a legal right to job search assistance from the **Employment Agency (3)**, just like German citizens.

The Employment Agency assists with:

- Job search including application and interview,
- job selection,
- professional development and retraining,
- change of profession and job,
- further vocational training, etc.

*In this chapter
in three parts you will learn,
among other things,
which instruments are used to
support your search for work,
what possibilities exist for
vocational integration, what
you have to pay attention to
in your employment contract
and what you should do in
case of dismissal and
unemployment, taking into
account the special forms
of work.*

*At the end of the chapter you
will also find the counselling
centres and contacts you can
turn to in Saxony-Anhalt.*

1



2



3





If you do not yet have a good command of German, you should have someone accompany you to translate for the appointment at the employment agency. Give the employment agency a hint about your German language skills beforehand. In this case, the Employment Agency can provide you with an interpreter hotline.



The aim of the job placement service at the employment agency is an individual analysis of your situation. Based on your professional and personal skills and qualifications, an individual applicant profile is created and published anonymously in the job exchange. If there is a suitable job offer for you, you will receive a placement proposal either in a personal interview or in writing or by telephone. In addition, the so-called integration agreement sets out in writing the concrete steps to be taken by both you and the employment agency to ensure that you find suitable employment as quickly as possible.

If no job can be found for you, even with the help of your employment agency, **you may be eligible for active labour promotion measures**. This also applies if you are not entitled to unemployment benefit. Click here for information on employment promotion benefits under **the Social Code**.

2. USE THE PLACEMENT BUDGET TO GET A JOB

As an EU worker, you can apply for financial support from the so-called **placement budget** if you want to take up a job that is subject to social insurance contributions. This gives you the possibility of individual support and reimbursement of various costs.

Under certain conditions, the placement budget can cover the following costs:

- Costs for the recognition of foreign educational or vocational certificates,
- Costs of preparing and sending application documents,
- Costs for travel to job interviews,
- travel expenses for the journey to a job abroad,
- Costs for commuting when starting work away from home,
- Costs for work equipment such as work clothing and tools,
- Other costs, e.g. translations, instruction/certification from the health authority.



LABORATORY WORK AT HEPPE MEDICAL CHITOSAN GMBH, HALLE

3. SUPPORT THROUGH OCCUPATIONAL INTEGRATION MEASURES

If you are unemployed or at risk of losing your job, you can be supported through "activation and occupational integration measures". With the **activation and placement voucher (AVGS)**, your employment agency certifies that you meet the eligibility requirements and, together with you, determines the specific goal and content of the measure. The AVGS entitles you to choose a provider, a private employment agency or an employer who matches your career goals.

Integration measures are, for example

- Job application training,
- skills assessment,
- coaching,
- vocational knowledge transfer incl. job-related language support
- trial work
- Voucher for private job placement.

You can decide on your next steps in consultation with your employment agency, taking into account the local measures on offer.



Support from the placement budget requires that you are threatened with unemployment. Support will not be granted if you are in permanent or permanent employment or are looking for a new job for personal reasons (e.g. higher earnings/change of residence).



If you are entitled to unemployment benefit and have been unemployed for at least 6 weeks and have not yet been placed, you are entitled to a voucher for the free use of a private employment agency. The use of such an intermediary can significantly increase your chances of finding a new job.



The education voucher is a discretionary benefit. You have no legal claim to it. You can only receive an education voucher after a personal counselling session. Make an appointment with your employment agency or job centre.



4. FURTHER EDUCATION WITH THE HELP OF THE EDUCATION VOUCHER

With the education voucher, the Employment Agency supports your vocational qualification to increase your chances of finding a permanent job. This option is available if you are already unemployed or if you are employed and need to adapt your professional knowledge and skills to changed requirements in your occupational field, for example, to avert the threat of dismissal or to make up for a missing vocational qualification.

You will receive an **education voucher (Bildungsgutschein)** from your employment agency if you meet the eligibility criteria. It certifies that the costs of further training (course costs, travel costs, costs for accommodation and meals away from home and costs for childcare) will be covered and, if applicable, that unemployment benefit will continue to be paid during participation in the further training measure.

Continuing vocational training measures include:

- Adaptation qualification
- Preparation for external examination
- partial qualifications
- Retraining with a training provider
- Individual in-company retraining or
- Part-time vocational training (possible in combination with job-related language support).



ALTMÄRKER FLEISCH UND WURSTWAREN GMBH, LANDKREIS STENDAL

PART 2: REGULATIONS AND LAWS IN THE EMPLOYMENT RELATIONSHIP

1. THE EMPLOYMENT CONTRACT

The employer is obliged to give you a written employment contract no later than 1 month after the employment relationship begins. The employment contract is signed by the employer and by you.

The employment contract or the document containing the terms of the contract must contain the following information:

- name and address of the employer and employee
- Start and duration of employment
- Type of work and description of your duties
- place of work
- Amount of payment (usually gross salary)
- Composition of payment (basic salary, supplements if applicable, bonuses)
- Working hours
- holidays
- Deadlines for terminating the employment contract
- Reference to applicable collective agreements or company and service agreements.

The information on pay, working hours, leave and notice periods can be replaced with a reference to an applicable **collective agreement** or works or service agreement.



Some employers from Germany recruit skilled workers in other EU countries by offering a flat or a free German language course. Employment contracts or further education contracts often contain a repayment clause. The repayment clause obliges you to work for your employer for a certain period of time. If you then want to quit early or change employers, you have to pay back the additional benefits provided by your employer, for example, the costs of language courses or housing rent. If you have a repayment clause in your employment contract, seek individual advice from an advice centre. In many cases, such agreements are not effective. Employment contracts with a repayment clause are often jobs with poor and unfair working conditions.



2. PAYMENT ACCORDING TO THE MINIMUM WAGE

In Germany, the general statutory **minimum wage** is the lower wage limit below which wages may not fall. In Germany, every employer is obliged to pay the statutory minimum wage. This applies regardless of whether a German or foreign employee is paid. It also applies if the employer is not satisfied with the employee's performance.

The minimum wage in Saxony-Anhalt is identical to that of other federal states. There are therefore no state-specific or East-West differences in the level of the statutory minimum wage. However, there are state-specific industry minimum wages that are negotiated in a collective agreement. Thus, it is possible that a statutory minimum wage is not in line with the country if higher wages are customary in the industry. Even if you receive the minimum wage, make sure that the amount of the wage does not violate **the prohibition of immoral remuneration**.

The statutory minimum wage in Germany is regularly set and adjusted by the Minimum Wage Commission. The minimum wage of 9.82 euros has been in force since 1 January 2022. The coalition agreement of the Federal Government provides for an increase of the minimum wage to 12 euros. This one-off step is to take place on 1 October 2022.

In Germany, the state customs administration checks whether the employer complies with the prescribed minimum wage. If this is not the case, the employer must pay the minimum wage in arrears. In addition, he can be sanctioned with a fine.

If you are not paid the minimum wage, you can **call the minimum wage hotline** (Bürgertelefon des BMAS at 030 60 28 00 28). This line accepts complaints and reports of violations of the Minimum Wage Act.

More information on the minimum wage in Germany is available on **the DGB's topic page**.

3. WORKING TIME AND HOLIDAY REGULATIONS

In Germany, working time is regulated by law. Working time is the period of time during which employees or trainees must make their labour available to the employer. The time during which one is ready to start work is called "readiness for work". This "waiting time" also counts as working time. Exception: For lorry drivers, standby time does not count as working time.

Their working time may not exceed 8 hours per day. With a few exceptions, rest breaks and the journey to and from work do not count as working time. Working time may be extended to a maximum of ten hours if you do not exceed a daily working time of eight hours on average within a six-month period. Work is prohibited on Sundays and public holidays. Only for certain sectors and activities are there legal or collectively agreed exceptions to this working time regulation. The legal exceptions are regulated by the Working Hours Act.

HOLIDAY

Workers in Germany are entitled to paid holiday of at least 24 working days per calendar year. This is four weeks of leave per year, as Saturdays also count as working days. The entitlement does not arise until six months after the start of the employment relationship. If the employment relationship lasts less than six months, you are entitled to leave on a pro-rata basis (two working days per month).

Leave is regulated in the employment contract. For employment contracts based on collective agreements, the length of leave is usually longer. For young people, the holiday regulations of the Youth Employment Protection Act apply. Depending on age, the Youth Employment Protection Act prescribes up to 30 working days of leave.

You should always apply for leave in writing to your employer. As a rule, you are free to choose the period of leave. However, there are cases in which the employer can restrict or deny your holiday wishes for operational reasons.



If you live in a household with persons whom you are responsible for raising, caring for or looking after, the legal regulations on working hours do not apply. However, this does not mean that you have to be available to your employer 24 hours a day. If you feel that your employer is taking advantage of you and treating you badly, seek advice from a counselling centre in your area.



Document your daily working hours: Write down your working hours and breaks every day. Have your boss/supervisor sign your notes. If this is not possible, ask a colleague to sign it. In case of disputes, this will give you an important basis for proving your actual working hours.



If you are ill, you must report this to the employer as soon as possible. You need a medical certificate from the 4th calendar day of illness at the latest. Example: If you fell ill on Friday, you must submit a medical certificate to the employer on Monday. However, the employer may require the sick note to be submitted on the first day of illness. It is imperative that you observe these time limits, as failure to do so may result in dismissal.

4. WAGES WITHOUT WORK

If you work in a company for more than four weeks and become ill, you have a claim against your employer for payment of your regular wage up to a period of 6 weeks.

This also applies if you are not fit for work as a result of a sports accident. If, on the other hand, you have deliberately endangered your health, for example by drinking and driving or smoking after a heart attack, your employer can refuse to pay your wages.

5. REGULATIONS FOR SPECIAL FORMS OF WORK

There are a number of special forms of work for EU workers in Germany. These special forms are partly determined by the degree of mobile employment and the corresponding duration of the employment relationship, field of activity, employer's domicile, etc.

These special forms of employment include

- Posted workers
- Cross-border commuters
- Seasonal workers
- au pair
- Self-employment
- Marginal employment ("mini-job")

For these special forms of work, there are separate regulations, rights and obligations in the areas of labour law, social security obligations, family benefits and pensions.

Consult the corresponding topic page "**Special forms of work**" in the EU Workers' Equality Body Info-thek to find out the detailed information for these special forms of work.



6. DISMISSAL AND PROTECTION AGAINST DISMISSAL

In Germany there are two types of dismissal. An "ordinary" and an "extraordinary" dismissal.

Extraordinary dismissal is without notice. This means that the employment relationship is terminated when the notice is given. This case is rather rare, as special conditions must be fulfilled for this type of dismissal to be effective.

In the case of ordinary termination, the employer must give four weeks' notice to the 15th or to the end of the month. The longer the employment relationship, the longer the notice period. For example, if an employee has been with the company for 15 years, the notice period is six months to the end of a calendar month.

You enjoy special protection against dismissal under the Dismissal Protection Act (KSchG) if

- Your employment relationship is more than six months old at the time of termination and
- you are employed in a company with more than 10 employees.

The **Dismissal Protection Act** states that a dismissal by the employer must be socially justified. The employer must give specific reasons why the employee cannot continue to work in his or her company. These reasons may lie in the person or behaviour of the employee, but may also be based on urgent operational requirements.

If the Dismissal Protection Act does not apply because the employment relationship is too short or the business is too small, the employer can dismiss without giving reasons.

However, this does not apply if you belong to a particularly vulnerable group of people.

If there is a works council in your company, the employer must consult the works council on your dismissal. Dismissal without consulting the works council is invalid.



A dismissal is only effective if it is in writing. Verbal termination, termination by e-mail, fax or SMS is invalid. Dismissal is also possible during sick leave.



If you are dismissed, inform the works council immediately. The works council can object to the dismissal on certain grounds within one week.



If you want to take legal action against the dismissal, you must file an "action for protection against dismissal" with the labour court within 3 weeks of receiving the written dismissal. If the complaint is not filed in time, the dismissal is effective. This deadline must also be observed if your employment relationship is not subject to the Dismissal Protection Act.



Further information can be found in the **BMAS brochure on the subject of protection against dismissal**. If you are affected by a dismissal, seek advice from a lawyer or a counselling centre as soon as possible.



IPT - PERGANDE, SOCIETY FOR INNOVATIVE PARTICLE TECHNOLOGY MBH, ANHALT-BITTERFELD

PART 3: RIGHTS AND OBLIGATIONS FOR EMPLOYEES IN CASE OF JOB LOSS

In the event that you are dismissed or lose your job, you have various options for seeking legal assistance. It is in your own interest to ensure that you comply with your obligations to report and document your loss of employment in a timely manner.

1. IF YOU DO NOT RECEIVE YOUR WAGES

If your employer does not pay the agreed wages, write to them demanding payment of the unpaid wages. Be sure to set a deadline of 2 weeks for payment. In this letter, you should state the working time for which you want the wage, the wage amount and your bank account details.

If there is a works council in your company, you should complain about the outstanding wage payments to the works council or to another office responsible for this in the company (e.g. shop steward). They can also help you with your wage demands.

If, despite all this, the employer does not respond to your request for payment within the set time limit, you can enforce your wage claim in court by filing a complaint with the labour court. If you do not speak sufficient German to conduct a lawsuit, the court will automatically call in an interpreter.

ATTENTION: You have to prove your wage claims in court. Therefore, write down your working hours every day. Have your boss/supervisor sign your notes. If this is not possible, ask a colleague to sign it. You can use the working time calendar, which you can download and print out. Also take photos with your mobile phone. The more evidence you have, the better your chances of getting your money.

Remember to keep written employment contracts or other documents about the amount of pay you receive, as well as pay slips you have received.



Pay attention to the "preclusive period" stipulated in your employment contract.

You can only assert your wage claims against the employer within the preclusive period.

After expiry of this period, the wage claims expire.

The preclusion period may also be regulated by the collective agreement.



If you miss the deadline, the consequences are serious: the dismissal is effective upon expiry of the notice period and you can no longer take legal action against it.



Use the support of the trade unions or other counselling centres as soon as possible or consult a lawyer who specialises in labour law.

2. IF I HAVE BEEN DISMISSED

If you have been dismissed, you must file a complaint with the court within 3 weeks of receiving the notice of dismissal. This period applies to all dismissals, regardless of whether you are covered by the Dismissal Protection Act.

You can bring an action for protection against dismissal yourself at the labour court, i.e. you do not have to be represented by a lawyer. Representation by a lawyer is only necessary in the second instance. Your aim in bringing an action for protection against dismissal is to have the labour court rule that the dismissal is invalid. If the action is successful, the dismissal is invalid. This means that your employment relationship will continue. You must then go to work and the employer must pay your wages. You can also bring an action against dismissal if you do not want to continue your employment relationship but want to receive severance pay.

You can file a complaint with the labour court in the district where the employer has his or her place of residence or business, or where the work is usually done or was last done. Remember to bring written employment contracts, timesheets or other documents showing the amount of pay and copies of pay slips you have received.

ATTENTION: Legal costs are incurred in court proceedings. As a rule, these must be borne by the party that loses the case. If the case is partially won, the costs are shared proportionally. In the first instance, each party must pay the costs of a lawyer themselves. You must therefore pay your lawyer's fees even if you win the case.

If you cannot afford the costs of a legal dispute, you can apply for legal aid. Legal aid is granted for all court proceedings or legal advice, it is not limited to labour law proceedings. Read more in the FAQs.

Workers who have been members of a trade union for at least 3 months are provided with free advice and representation in court by the trade union.

If you are having difficulties asserting your rights as an EU citizen with the German authorities, the free service of the national authorities **SOLVIT**, which is represented in all EU countries as well as Iceland, Liechtenstein and Norway, can help. The prerequisite is that you have not yet taken the matter to court and that it is related to EU law. SOLVIT can be contacted online via the contact form on the **SOLVIT homepage**.



3. UNEMPLOYMENT BENEFIT AND BASIC INCOME SUPPORT

If you become unemployed, you are entitled to unemployment benefits such as unemployment benefit and basic income support. To do this, you must contact the employment service in the country where you last worked.

Your entitlement to unemployment benefits is subject to the same conditions as nationals of the country in which you last worked. Periods of employment and insurance completed in other countries will be taken into account when processing your claim. If you work in a country other than the one in which you live (e.g. frontier worker), special rules apply.

UNEMPLOYMENT BENEFIT

If you last worked in Germany, you are entitled to unemployment benefit under certain conditions. One condition is that you have previously worked for a certain period of time. As a rule, you must have worked for at least 12 months in the last 30 months with compulsory social insurance. If you were mainly employed for a short period of time, which was not limited to more than 14 weeks, 6 months of employment may be sufficient.



You must register as a job-seeker in person at the competent employment agency at least 3 months before the end of your employment. If you find out about the end of your employment less than 3 months beforehand, you must register personally with the competent employment agency within 3 days. To meet this deadline, you can also register as a job-seeker by telephone (free service number: 0800 4 5555 000) or online. The personal appointment can take place at a later date. If you miss the deadline, you will be threatened with a blocking period during which you will not receive any benefits under SGB III (unemployment benefit I).



If you want to take your unemployment benefits with you to another country, you must first contact your employment office and meet certain conditions. Otherwise you may lose your entitlement to benefits.



You can find more information on unemployment benefit in **the leaflet** for the unemployed from the Federal Employment Agency.

You can take your entitlement to unemployment benefit with you to another EU country for 3 to 6 months in order to look for work there during this time. This means that you can take your unemployment benefit from another EU country with you to look for work in Germany. And vice versa, you can take your German unemployment benefit with you to another EU country. You can find more information on this **in the leaflet** on unemployment benefits and employment abroad from the Federal Employment Agency.

BASIC INCOME SUPPORT

Basic income support gives you the minimum financial resources you need to live.

People who are capable of working, who are looking for work and have no or too little entitlement to unemployment benefit or too little income, receive unemployment benefit II under the Second Book of the Social Code (SGB II), known as "Hartz IV".

People who are not able to work, for example due to illness or retirement age, and therefore cannot work, receive support under the Twelfth Social Code (SGB XII).

PLEASE NOTE: EU citizens are subject to special regulations regarding access to these social benefits:

You can receive benefits under the Second Book of the Social Code (SGB II) if you

- work in Germany but do not earn enough to cover your living expenses, or
- have worked in Germany for more than one year and have become involuntarily unemployed. If you have worked for less than a year, benefits are limited to 6 months.

Single persons or single parents currently receive 432 euros per month. Reasonable costs for accommodation and heating are also covered. Your income will be taken into account.

If you are in Germany solely for the purpose of looking for work and have not worked here long enough before, you will only receive benefits according to SGB II (basic security) and SGB XII (social assistance) after 5 years of legal residence in Germany.

If you are not entitled to social assistance but are in need of assistance, you can receive benefits according to SGB XII for food, personal hygiene and health as well as for accommodation and meals until you leave the country or for a maximum of one month within two years (bridging benefits). These benefits may be granted for longer than one month in individual cases of particular hardship (e.g. incapacity to travel).

Detailed information can be found in **the leaflet Arbeitslosengeld II/Sozialgeld - Grundsicherung für Arbeitsuchende SGB II of the Federal Employment Agency**. You can also use the **questions and answers catalogue of the Federal Ministry of Labour and Social Affairs**.



You do not have to be willing to leave the country in order to receive bridging benefits! Consequently, such a will to leave does not have to be documented.



If you are entitled to social benefits in Germany, this also applies to your family members living in Germany.



FAM MAGDEBURGER FÖRDERANLAGEN UND BAUMASCHINEN GMBH



TOTAL REFINERY, SAALE DISTRICT

CONTACT POINTS AND ADVICE ON SITE



- BemA – Beratung migrantischer Arbeitskräfte
- Migrationsberatung für erwachsene Zuwanderinnen und Zuwanderer (MBE)
- Jugendmigrationsdienste (JMD)
- Agentur für Arbeit , Jobcenter

INFORMATION MATERIALS AND PORTALS



- Wissen ist Schutz!
Was Sie wissen sollten, um in Deutschland erfolgreich zu arbeiten.
- Praxisleitfaden für EU-Arbeitnehmerinnen und Arbeitnehmer in Deutschland
- Alles was Sie wissen sollten zu Arbeit, Ausbildung und Studium
- Willkommen in Deutschland



5. RECOGNITION OF PROFESSIONAL QUALIFICATIONS

1. RECOGNITION OF DEGREES AND PROFESSIONAL QUALIFICATIONS
2. RECOGNITION IN REGULATED PROFESSIONS
3. RECOGNITION OF PROFESSIONS WITHOUT A RECOGNISED QUALIFICATION
4. RECOGNITION OF SCHOOL AND UNIVERSITY QUALIFICATIONS
5. SUPPORT WITH PRO IN THIS CHAPTER YOU WILL LEARN

1. RECOGNITION OF DEGREES AND PROFESSIONAL QUALIFICATIONS

As a professional with a vocational or academic qualification, you have the legal right to have your qualification compared and evaluated against a German qualification. Since in the German labour market degrees and qualifications are decisive for your chances of employment and adequate pay, the recognition of your degrees and qualifications should be at the forefront of your efforts to find well-paid work.

2. RECOGNITION IN THE REGULATED PROFESSIONS

In regulated professions, recognition is mandatory (regardless of the country of training). Examples of regulated professions are: Medical professions (except assistant professions), lawyer, teacher, educator or engineer. A list of all professions that are regulated in Germany can be found [here](#).

The recognition procedure checks whether your professional qualifications are comparable with the German reference profession. This means that the equivalence is checked. For this purpose, the competent authority will consult your documents (e.g. degrees, examinations, training content, etc.). Your professional experience also plays a role here.

The recognition procedures are carried out by different offices in Germany that are responsible for recognising vocational qualifications. The decisive factor is which occupation is involved. You can find out which office is responsible for you in the [Recognition Finder](#), which is available in several languages.

EXAMPLE: If you would like to know whether and where you can have your training as an educator recognised, enter your profession in the Recognition Finder. Here you will find the most important information on whether your profession is regulated or not, what requirements are placed on the profession in Germany and what training you must have completed. The Recognition Finder also guides you to the office where you can apply for the determination of equivalence for your profession.

In this chapter you will learn, which professions require recognition, what you need to bear in mind in the recognition procedure for your qualifications and which offices will support you in professional recognition.

At the end of the chapter you will also find the counselling centres and contacts you can turn to in Saxony-Anhalt.



3. PROFESSIONAL RECOGNITION WITHOUT A RECOGNISED QUALIFICATION

Many professions in Germany can be practised without recognised qualifications, the so-called non-regulated professions. In Germany, non-regulated occupations include all occupations that are trained in the dual system (vocational school and in-company training). There are currently around 330 occupations. For the non-regulated occupations, formal recognition is not a mandatory requirement for entry into the job. You can apply directly to an employer as a plumber, car mechanic or even industrial clerk.

4. RECOGNITION OF SCHOOL AND UNIVERSITY QUALIFICATIONS



The certificate recognition offices of the federal states (Länder) decide whether a German school leaving certificate is equivalent to a German university leaving certificate for vocational purposes. You can access these offices via the **anabin database** (1). As a rule, the universities are responsible for recognising school-leaving qualifications for the purpose of university admission.



If you have obtained a university degree abroad, you can have your certificate evaluated by the Central Office for Foreign Education (**Zentralstelle für ausländisches Bildungswesen, ZAB**) (2) and receive an assessment of which German university degree your qualification is comparable to. This means that you will not only be able to get into a job much more quickly, but also that your qualifications will be recognised accordingly. As a rule, the university to which you would like to apply is responsible for recognising your studies and examinations. An exception to this are degree programmes that are completed with a state examination and are recognised by the respective examination offices in the federal states. They will assess for you at which level you can continue your studies in Germany.



A first point of contact for you is the student secretariats of the **universities** (3) and the **German Academic Exchange Service (DAAD)** (4), which also provides advice on Master's degrees and doctorates. Detailed information on the respective recognition procedures in the academic and school sector can be found **here** (5).

5. SUPPORT WITH PROFESSIONAL RECOGNITION

The portal "Recognition in Germany" provides comprehensive and profile-related information on the various regulations and procedures for professional **recognition in Germany**. The "Recognition Finder" of this portal guides you step by step through the recognition procedure. In addition, you will find comprehensive information on the most important questions such as:

- How can I find out my reference occupation?
- Where can I find out whether my profession is regulated or not?
- Where can I find counselling centres?
- How does the recognition procedure work?
- What do I do if I do not get the recognition?



Citizens from the EU have the possibility to use the German guidance centre according to Art. 57b of the EU Professional Recognition Directive for the recognition of their professional qualification. To do so, contact the German guidance centre.

CONTACT POINTS AND ADVICE ON SITE



On-site counselling:
The IQ Netzwerk Sachsen-Anhalt supports you with advice on the recognition procedure for your professional or academic qualification. Partial recognition of your profession in Germany is also supported, for example through qualification counselling.
Migrationsberatung für erwachsene Zuwanderinnen und Zuwanderer (MBE)
Jugendmigrationsdienste (JMD)

INFORMATION MATERIALS AND PORTALS



Praxisleitfaden für EU-Arbeitnehmerinnen und Arbeitnehmer in Deutschland
Anerkennung Ihres Berufsabschlusses – Verfahren aus dem Ausland
Anerkennung ausländischer Berufsabschlüsse
Checkliste IQ Netzwerk Sachsen-Anhalt
Alles was Sie wissen sollten zu Arbeit, Ausbildung und Studium
Willkommen in Deutschland



DOSSIER: CITIZENSHIP OF THE UNION

YOUR STATUS, RIGHTS AND OBLIGATIONS AS A CITIZEN OF THE UNION



I. CITIZENSHIP OF THE UNION

According to Article 9 TEU (2) and Article 20 TFEU (3), citizens of the Union (1) are those who have the nationality of a Member State of the Union. Union citizenship complements national citizenship, but does not replace it. It comprises a number of rights and obligations in addition to those arising from citizenship of a Member State.

II. THE FORM OF CITIZENSHIP OF THE UNION (ARTICLE 20 TFEU)

The status of citizens of the Union shall include for every citizen of the Union

- the right to move and reside freely within the territory of the Member States (Article 21 TFEU),
- the right to vote and to stand as a candidate in elections to the European Parliament and in municipal elections in the Member State in which he or she resides (Article 22(1) TFEU), subject to the same conditions as nationals of that State
- the right to diplomatic protection by the diplomatic or consular authorities of any Member State in a (non-EU) third country;
- the right to petition the European Parliament and the right to apply to the Ombudsman, appointed by the European Parliament, to identify instances of maladministration by the Union's institutions and bodies (both under Article 24 TFEU),
- the right to write to any institution or body of the Union in one of the languages of the Member States and to have an answer in the same language (Article 24(4) TFEU),
- the right of access to European Parliament, Council and Commission documents, subject to certain conditions (Article 15(3) TFEU).

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III. FREE MOVEMENT OF WORKERS WITHIN THE EUROPEAN UNION

The most important right associated with EU citizenship is the **freedom of movement for workers**. It is one of the four fundamental freedoms of the EU and is a **principle enshrined** in Article 45 of the Treaty on the Functioning of the European Union. The free movement of persons enables citizens of the 27 EU countries as well as Iceland, Liechtenstein, Norway and Switzerland to take up employment in one of these countries without a work permit.

The free movement of workers also applies to family members of citizens of the above-mentioned countries, even if the family members come from third countries.

Within the framework of the free movement of workers, you are entitled to

- seek employment in another country
- to work there without the need for a work permit,
- to live there for that purpose,
- to stay there even after the employment relationship has ended,
- be treated in the same way as nationals of the host country as regards access to employment, education and training, trade unions, housing and all other social and tax benefits and working conditions.

The free movement of workers can be claimed by the following persons or groups of persons:

- Job seekers, i.e. EU citizens who move to another EU country to look for a job, if certain conditions are met,
- EU citizens working in another EU country,
- EU citizens returning to their country of origin after having worked abroad,
- family members of the above-mentioned persons.

Slightly different rules may apply to persons wishing to become self-employed, students, pensioners and other inactive persons.

IV. EQUAL TREATMENT OF EU WORKERS

As an EU national, you are in principle entitled to equal treatment with regard to

- recruitment,
- working conditions,
- promotion,
- pay,
- access to vocational training,
- occupational pensions and
- dismissal.

The principle of equal treatment covers several areas, according to the **EU's Directive on the Free Movement of Workers**:

- access to education, vocational schools and further training,
- access to housing, including social housing, or facilitation of home ownership,
- social and tax benefits, including supplementary living benefits if your income is too low.

The right to equal treatment means for jobseekers:

You are entitled to the same support from the public employment services as nationals of the host country. However, restrictions apply to subsistence benefits.

As an employee, you are entitled to the same benefits as German nationals from your first day of work:

- Access to education, vocational schools and further training,
- access to housing, including social housing, or facilities for the purchase of residential property,
- social and tax benefits, including supplementary living benefits if your income is too low.

In the workplace, you must also be treated in the same way as your colleagues who are German nationals. This applies in particular to:

- Pay, dismissal, and other employment and working conditions,
- health and safety at work,
- the right to be a member of a trade union, to elect its administrative board or to be elected to an administrative post in a trade union.



GOOD TO KNOW:

When you apply for a job, the employer may not discriminate against you in comparison with other applicants because you are resident in another member state.



In principle, employers may require German language skills from applicants from other member states. However, the language requirements must be appropriate and necessary for the job in question. In particular, German language skills may not be used as a pretext to discriminate against EU citizens in the application process or to exclude them from the application process. In certain cases and for certain jobs, it may be justified to require very good language skills. However, it is unacceptable to require applicants to be "native speakers".

If you go to live or work in another EU country, you should not suffer any disadvantages as a result. This also concerns your social security. That's why there are European rules that protect your social security rights. The rules apply in the 27 EU countries as well as in Iceland, Liechtenstein, Norway and Switzerland.

The legal rules in detail are based on 4 principles:

- You are always subject to the social security system of a single country. This means that you only pay social security contributions in that country.
- You have the same rights and obligations as nationals of that country.
- The periods of insurance, employment and residence you have completed in other countries are taken into account for your social security entitlements.
- If you are entitled to cash benefits in one country, you will receive them even if you do not live in that country.

You have a legal right to have these principles respected in your employment relationship. You can **enforce these rights in court**.

V. PROTECTION AGAINST DISCRIMINATION

Practice shows that EU citizens, regardless of how long they have lived in Germany, are often affected by discrimination. For example, in employment, when looking for a place to live or when applying for benefits and educational opportunities. Discrimination occurs despite the existing laws on equal legal treatment of EU citizens. It is therefore all the more important to know the legal basis for defending oneself against discrimination.

According to a scientific definition, discrimination refers to any form of disadvantage or degradation, either as an individual or as a group. In European Community law, discrimination is the opposite of equal treatment. **Article 14 of the European Convention on Human Rights** contains a prohibition of discrimination.

Discrimination can occur in many forms:

- Direct discrimination occurs when one person is treated less favourably than another in a comparable situation because of a stated ground. Example: When a person is not hired or promoted because they belong to an ethnic minority.
- Indirect discrimination occurs when a practice, policy or regulation that applies to everyone has a negative impact on a particular group. For example, implementing rules that are disadvantageous to part-time workers may indirectly discriminate against women, as most part-time workers are women.
- Harassment is unwanted behaviour, bullying or other actions that lead to a hostile work environment. Example: When supervisors or colleagues tell jokes to a gay colleague about their sexual orientation.
- An instruction to discriminate is when someone tells others to discriminate against another person. For example, when an employer tells a temporary employment agency to only look for workers under the age of 40.
- Victimisation occurs when supervisors or colleagues react with reprisals in response to a complaint of discrimination. For example, when someone has been dismissed or denied a promotion because they have filed a discrimination complaint against their supervisors.



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The legal prohibition of discrimination in relation to EU nationals includes legal standards such as the principle of equal treatment and states in essence:

- Discrimination on the grounds of age, sex, disability, ethnic or racial origin, religion or belief, or sexual orientation is prohibited throughout the EU in both the public and private sectors.
- Accordingly, as an EU national, you must be treated in the same way as your colleagues who are nationals of the country concerned in terms of employment rights, social benefits and access to public employment services.

If you have been discriminated against, you can turn to several national bodies. These include the **national equality body of the Confederation (Gleichbehandlungsstelle des Bundes) (1)**. Similarly, you can also turn to organisations such as trade unions, non-governmental organisations and lawyers for help and advice.

You also have the right to lodge a complaint via the **European Commission's website (2)** if you want to resolve problems with a public authority regarding your EU rights. You can do this by using **the complaint form for reporting a breach of EU law (3)**.

CONTACT POINTS AND ADVICE ON SITE



In the event of discrimination, the **Saxony-Anhalt Anti-Discrimination Agency** is there to help you. It is the central and independent point of contact and counselling for people who have experienced disadvantages in various areas of life. The Anti-Discrimination Agency offers qualified counselling and support for people who have been discriminated against on the basis of

- ethnic origin
- gender
- religion or belief
- disability
- age
- sexual identity

have been discriminated against.

The Anti-Discrimination Office listens and looks for possible solutions together with the person seeking advice and accompanies them in further steps. The counselling is free of charge and confidential.

Contact: <https://demokratie.sachsen-anhalt.de/zusammenhalt-durch-teilhabe/antidiskriminierungsstelle/>

Migrationsberatung für erwachsene Zuwanderinnen und Zuwanderer (MBE)
Jugendmigrationsdienste (JMD)

INFORMATION MATERIALS AND PORTALS



Ausgeschlossen oder privilegiert?
Zur aufenthalts- und sozialrechtlichen Situation von
Unionsbürger*innen und ihren Familienangehörigen

RICHTLINIE 2014/54/EU DES EUROPÄISCHEN PARLAMENTS UND
DES RATES vom 16. April 2014 über Maßnahmen zur Erleichterung der
Ausübung der Rechte, die Arbeitnehmern im Rahmen der Freizügig-
keit zustehen



K+S AG, ZIELITZ

6. VOCATIONAL TRAINING – SCHOOL – UNIVERSITY

1. FORMS OF TRAINING
2. DUAL VOCATIONAL TRAINING
3. SCHOOL-BASED VOCATIONAL TRAINING
4. SCHOOL-LEAVING CERTIFICATE TRAINING
5. CONTINUING VOCATIONAL EDUCATION AND TRAINING
6. SCHOOL EDUCATION IN THE GERMAN SCHOOL SYSTEM
7. STUDIES AT COLLEGES AND UNIVERSITIES

1. FORMS OF TRAINING

In Saxony-Anhalt, as in the whole of Germany, a distinction is made between

- dual vocational training (in companies and vocational school)
- school-based vocational training (at technical colleges, vocational schools or vocational colleges),
- school-leaving certificate training or special training provided by industry,
- university studies and dual studies,
- further vocational training.

Vocational education and training must not be confused with continuing vocational education and training (CVET), which is offered alongside work at (vocational) academies. The aim here is to adapt knowledge and skills to changing requirements in the occupational field.

2. DUAL VOCATIONAL TRAINING

Approximately 70% of all vocational training completed in Germany takes the form of dual vocational training (in-company training).

"Dual" describes a two-part form of training at two different training locations: The trainee (apprentice) learns theoretical knowledge at the vocational school and practical knowledge and skills at the company. The combination of in-company training and vocational school training guarantees a link between theory and practice. It is precisely because of the combination of theory and practice that this form of training is considered a special feature of the German education system and is also recognised internationally.

Most state-recognised training occupations – currently around 350 – are based on the dual system. Above all, occupations in the skilled trades, commerce, industry, the service sector or agriculture are trained in the dual system. Vocational school instruction normally takes place on 1 to 2 days per week alongside work in the company. In some training programmes, the school lessons are held in block form: In this case, the trainee is at school for a few weeks at a time and then back at the training company. During in-company training, the trainee receives remuneration from the training company.

In this chapter you will learn,

which forms of training you can use for further vocational training and for entering the labour market, what the structure of the German education system is, what you need to bear in mind as a new student and who will support you in gaining vocational qualifications.

At the end of the chapter you will also find the counselling centres and contacts you can turn to in Saxony-Anhalt.



The short videos of the Federal Institute for Vocational Education and Training (BiBB) in German and English provide an insight into vocational education and training.



Foreign language skills are required in many occupations. Find out in which occupational fields your language of origin already gives you a special professional aptitude on the job market.

3. SCHOOL-BASED VOCATIONAL TRAINING

In addition to dual vocational training, there is also school-based vocational training in Germany. There is a choice of around 400 training occupations in Germany. For example, in the field of health and social services (health and nursing assistant, pharmaceutical technical assistant, geriatric nurse, social assistant, educator, etc.), in the field of foreign languages and in the fields of technology and IT (information technology assistant) or design (design technology assistant). The school-based training is completed full-time at state or private vocational schools or vocational academies and lasts 1 to 3 years. Private vocational schools may charge tuition fees.

As a rule, you do not receive any remuneration during the school-based training. However, vocational school students may be entitled to financial support under the Federal Training Assistance Act (Bundesausbildungsförderungsgesetz) - better known as Schüler - BAföG.

4. BACCALAUREATE TRAINING

Abitur training is still a young training programme in Germany. The business community (especially industrial and commercial companies, insurance companies) offers training programmes that are specially tailored to Abitur students and are referred to as "special training programmes for the business community" or "Abitur training". These training programmes are characterised by practical relevance, close reference to the needs of the economy and high theoretical standards. At the vocational school, knowledge of bookkeeping, accounting, marketing, IT or foreign languages is taught in special classes.

There is special training for A-levels in the following occupational groups in particular:

- Industrial technologist - specialising in data technology
- Computer science assistant
- Computer scientist
- Business data processing specialist
- Air traffic controller



MARTIN-LUTHER-UNIVERSITÄT HALLE-WITTENBERG

During the training period, one receives remuneration from the training company.

In Saxony-Anhalt, school leavers aiming for an apprenticeship have the opportunity to find a vacancy of their choice in a targeted manner according to their qualifications and interests via **the Saxony-Anhalt training portal**.



5. CONTINUING VOCATIONAL EDUCATION AND TRAINING

A distinction is made in continuing vocational training:

- **Further training** (adaptation of knowledge in the learned occupation),
- **Retraining** (professional reorientation),
- **vocational upgrading** or additional qualification.

In principle, CVET is also possible while working, i.e. alongside a job.



Further training aims to maintain those qualifications that have already been acquired in a training occupation. They are to be deepened, adapted to technical developments or expanded in such a way that professional advancement becomes possible. The qualifications acquired through further training are usually verified by examinations conducted by the competent bodies (**usually chambers of crafts or chambers of industry and commerce**).

Continuing vocational education and training refers, for example, to **courses attended by skilled workers** leading to the master craftsman's examination, courses preparing for examinations for the Fachwirt qualification or courses preparing for an examination to become a trainer in accordance with the Ordinance on Trainer Aptitude (AEVO).

Retraining is understood to mean initial or continuing training for an activity other than the one previously performed or learned. Knowledge and experience from the previous occupation often allow the training for the new occupational profile to be shortened compared to a beginner. Under special circumstances, it is also possible for someone without previous vocational training to take part in a re-training measure, but this then constitutes training.

Retraining is an opportunity to qualify for a new occupation if the old occupation can no longer be practised, for example for health reasons. Or, due to the constant structural change on the labour market, there is a changed need for skilled workers and thus different requirements for the training of employees (for example, in the course of digitalisation).

With the help of a retraining measure, a professional reorientation can take place and a new profession can be learned. Retraining ends with an examination before the competent chamber (Chamber of Industry and Commerce, Chamber of Crafts, etc.). It leads, for example, to a recognised IHK vocational qualification or to a journeyman's certificate. The duration of the retraining depends on the actual duration of training for the respective occupation. In most cases, commercial apprenticeships have a training period of 3 years (from 21 months re-training period) and technical professions 3.5 years (up to 28 months retraining period).

In Germany, retraining is often funded by the public sector, mostly the regional job centres and the Federal Employment Agency, sometimes also by the Federal Armed Forces, or as a rehabilitation benefit (statutory accident insurance, German pension insurance, insurance companies, etc.).

6. SCHOOL EDUCATION IN THE GERMAN SCHOOL SYSTEM

THE STRUCTURE OF THE GERMAN SCHOOL SYSTEM

The German school system is structured similarly in all federal states.

PRIMARY SCHOOL (GRUNDSCHULE)

As a rule, school attendance is compulsory from the age of 6 and children enter primary school. The primary school ranges from grade 1 to 4 (in Berlin and Brandenburg 1 to 6) and is the only educational institution that almost all pupils attend together. The principle of residence applies here: this means that children usually attend a primary school near their place of residence. In some Länder, parents can also choose the primary school for their children themselves.

TRANSITION FROM PRIMARY SCHOOL TO LOWER SECONDARY SCHOOL

In the last grade of primary school, the decision is made as to which secondary school (Sekundarstufe I) the children will attend after primary school. On the basis of the school grades (and possibly other criteria such as learning and work behaviour), the teacher makes a school career recommendation for the secondary level. This recommendation is discussed with the parents in a joint counselling interview. The child's further educational path is decided on the basis of this recommendation. In most federal states, the recommendation is not binding, i.e. the parents can decide which secondary school their child will attend after primary school. However, depending on the federal state, pupils who choose a non-recommended type of school usually have to take an entrance exam and/or pass a probationary period at the chosen school.

SECONDARY SCHOOLS (LOWER SECONDARY LEVEL AND UPPER SECONDARY LEVEL)

After primary school, the school system is divided into different types of schools with different curricula and qualifications.

The offers of the individual schools in secondary levels I and II differ greatly from each other.

The following types of school exist at secondary level I:

- **Hauptschulen** (up to 9th or 10th grade)
- **Realschulen** (up to 10th grade)
- Schools with more than one course of education (here, lower secondary or upper secondary school-leaving certificates can be obtained)
- **Gymnasiums** (up to 9th grade)
- Comprehensive schools (all qualifications can be obtained here)

Secondary level II comprises the following schools

- the **gymnasiale Oberstufe** (grammar school or comprehensive school from 10th grade to 12th or 13th grade)
- the **vocational schools**
- **further education schools for adults** (evening schools and colleges).

A general school-leaving certificate can be obtained at all types of school. Depending on the school-leaving certificate, this entitles the holder to attend various institutions of further education (e.g. university, university of applied sciences, vocational training).

At schools whose aim is to provide a specific school-leaving qualification, all teaching is related to this specific qualification. These are, for example

- the Hauptschule (lower secondary school) (qualification: Hauptschulabschluss),
- Realschule (school-leaving certificate: Realschulabschluss / Mittlere Reife / Mittlerer Schulabschluss),
- the Gymnasium (school-leaving certificate: Abitur).

However, there are also schools where different school-leaving qualifications can be obtained (comprehensive schools). It is only decided in the course of a child's school career which school-leaving certificate the child will obtain.

At integrated comprehensive schools, on the other hand, pupils do not attend a specific course of education. Instead, they can choose between different demanding courses in the individual subjects - so-called remedial, basic and extension courses.

In principle, it is possible to change from one type of school to another in the course of schooling if the required performance is achieved.

In Germany, a school-leaving certificate is not a prerequisite for taking up vocational training, but there are hardly any training companies that will take on a young person without a school-leaving certificate for vocational training. There are also opportunities to catch up on school-leaving qualifications in adulthood.

THE GENERAL EDUCATION SCHOOLS IN SAXONY-ANHALT

Saxony-Anhalt offers a wide range of general education schools for school education. Specific regulations apply here with regard to admission requirements and school-leaving qualifications.

- **Primary school (1)**
- **Secondary school (2)**
- **Comprehensive school (3)**
- **Community school (4)**
- **Grammar school (5)**
- **Special schools (6)**
- **Second-chance schools (7)**





The earliest date a child can or must attend school varies from Land to Land. Find out about the regulations in your federal state from the school authority in your municipality or city as well as from the migration advisory service.

COMPULSORY SCHOOL ATTENDANCE

All children living in Germany must go to school, which means that school attendance is compulsory. As a rule, compulsory schooling begins after the child has completed the 6th year of life. If a child does not turn 6 until after the start of the new school year (for example, in October), he or she will usually start school in the following year. This depends on when the respective federal state in which your child will go to school has set the "cut-off date" (this can be between 30 June and 30 September). If your child has its 6th birthday before the cut-off date, it will be compulsory to attend school in that year. In all federal states, the new school year begins in August or September. Compulsory schooling also applies to disabled children and young people.

The concrete regulations on compulsory schooling differ in the individual federal states. Children and young people must attend school for at least 9 or 10 years (primary and lower secondary school), depending on the federal state. Afterwards, in some federal states, attendance at a secondary school of the upper secondary level (grammar school or vocational school) is compulsory.

Attendance at state schools is free of charge. In addition, there are also public schools in Germany for which school fees usually have to be paid.

In Germany, the federal states are responsible for education, which is why there are special features in each federal state, especially the names of the secondary school types can differ.

SCHOOLING AND LANGUAGE SUPPORT FOR CHILDREN AND YOUNG PEOPLE WITH A MIGRATION BACKGROUND

Due to increasing migration and internationalisation, schools are faced with new challenges in order to meet the requirements of many children and young people with a migration background and to enable them to learn well.

In Saxony-Anhalt, the Land Education Authority (Landesschulamt) organises the arrival and teaching of these children and young people together with their teachers and schools. The process of educating children and young people with a migration background is accompanied in an advisory capacity.

The Saxony-Anhalt Education Authority provides comprehensive information for parents and families of immigrants in a series of multilingual documents.

The **following documents** are available as translated letters and forms in many official European languages:

- the curriculum supplement "German as a Foreign Language" as a basis for educational work in schools.
- the language mediation/interpretation as a support for discussions with parents who speak only very little or no German at all
- the guideline "Hinweise zur Durchführung der Sprachfeststellungsprüfung" as an important support for language assessment.

The Landesschulamt also provides frequent and important forms, cover letters, **leaflets and information as parent letters in translations**.

GOOD TO KNOW: Students with an immigrant background who are interested in social engagement can take advantage of the Start Foundation programme. Committed and open-minded young people are supported for three years by Start on their educational and life path.

You can find out more about the funding **here**.



7. STUDIES AT COLLEGES AND UNIVERSITIES



As a well-positioned science location, Saxony-Anhalt has an attractive university location. The state's universities cover the broad spectrum of different types of higher education institutions. Institutions of higher education, including universities, are represented at the following locations

- **Martin Luther University** Halle-Wittenberg (1)
- **Otto-von-Guericke-University** Magdeburg (2)
- **Anhalt University of Applied Sciences** (3)
- **Merseburg University of Applied Sciences** (4)
- **Magdeburg-Stendal University of Applied Sciences** (5)
- **Harz University of Applied Sciences** (6)
- **Burg Giebichenstein** University of Art Halle (7)

Depending on the type of higher education institution, the prerequisite for studying at a higher education institution is a higher education entrance qualification (Hochschulreife or Fachhochschulreife). In general, this is the general higher education entrance qualification - the Abitur or the Fachhochschulreife. However, there are also other ways that entitle students to study.

In the case of foreign qualifications, the admissions offices of the universities decide whether the prerequisites for studying are met. The universities themselves decide to what extent academic achievements that have already been completed in another country can be credited towards a degree programme in Germany. You can also contact the **"uni-assist"** service centre for an inter-university preliminary examination, which is subject to a fee.

STUDYING WITHOUT AN ABITUR

- Subject-related higher education entrance qualification (Fachgebundene Hochschulreife), only applies to the fields of study listed in the school leaving certificate.

- Vocational qualifications that entitle you to study at a higher education institution in Saxony-Anhalt. For example, master craftsman's diplomas and diplomas from advanced vocational training courses.

The Higher Education Qualification Ordinance of Saxony-Anhalt (HSQ-VO) (1) in conjunction **with Section 27 of the Higher Education Act of Saxony-Anhalt (2)** governs further details on study qualifications.

PROFESSIONALS WITHOUT A HIGHER EDUCATION ENTRANCE QUALIFICATION

Under certain circumstances, employed persons without a higher education entrance qualification can take up studies at universities in Saxony-Anhalt. The ability to study must be proven in a so-called assessment test.


ARTISTIC APTITUDE

In künstlerischen oder gestalterischen Studiengängen ist eine besondere künstlerische Befähigung nachzuweisen. Das kann z. B. durch Mappen mit Zeichnungen, Aquarellen, Fotografien o. a., durch Probearbeiten oder durch spezielle Eignungsprüfungen erfolgen.

FINANCING AND TUITION FEES

There are various ways to finance your education or studies. In addition to BAföG, various scholarships and the federal government's education loan programme are available.

The website of the Saxony-Anhalt Ministry of Science provides information on the possibilities for financing studies, from BAföG to the Deutschlandstipendium.

-  The following scholarship databases will help you find suitable financing for your studies:

<https://www.mystipendium.de> (1)
<https://www.stipendiumplus.de/startseite.html> (2)
<https://www.e-fellows.net/Studium/Stipendien/Stipendien-Datenbank/Stipendium-suchen-finden> (3)

Students from the European Union can also apply for "national scholarships".





CONTACT POINTS AND ADVICE ON SITE



Landesschulamt Sachsen-Anhalt

KAUSA-Landestelle Sachsen-Anhalt "ZuSA" – Standort Magdeburg, ABV

Migrationsberatung für erwachsene Zuwanderinnen und Zuwanderer (MBE)

Jugendmigrationsdienste (JMD)

IQ Netzwerk Sachsen-Anhalt

INFORMATION MATERIALS AND PORTALS



Alles was Sie wissen sollten zu Arbeit, Ausbildung und Studium

Willkommen in Deutschland

Informationsportal des DAAD



7.

HEALTH AND PREVENTION

1. HEALTH INSURANCE FOR A TEMPORARY STAY IN GERMANY
2. HEALTH INSURANCE FOR A LONGER STAY IN GERMANY
3. HEALTH INSURANCE IF YOU LIVE IN GERMANY
4. HEALTH INSURANCE IN GERMANY: MEDICAL TREATMENT
5. ACCIDENT INSURANCE
6. HEALTH CARE PROXY

1. HEALTH INSURANCE FOR TEMPORARY STAYS IN GERMANY

If you are only staying temporarily in Germany, e.g. as a tourist, as a posted worker or as a seasonal worker employed mainly in the country of origin, you remain covered by the health insurance in the country of origin. For treatment by a doctor or in hospital, you need your **European Health Insurance Card (EHIC)** and proof of identity (identity card or passport). The EHIC is issued free of charge by your health insurance company in your country of origin. If you do not have an EHIC, e.g. because it would take too long to issue it before your departure or because you are already on the road, you can also request a **provisional replacement certificate (PEB)** from your health insurance fund. This can also be sent to you by fax or electronically.

You can use the EHIC or PEB to receive medical treatment in Germany if this becomes necessary during your stay, i.e. if it cannot wait until you return to your country of origin. This also includes benefits in kind in connection with chronic or pre-existing illnesses as well as pregnancy and childbirth. Benefits in kind include medical treatment, hospital treatment and the provision of medicines. The principle of benefits in kind ensures that you receive medical services without having to pay for them yourself. The treatment costs incurred are reimbursed by your health insurance fund in your country of origin. However, return transport to your country of origin is not covered by the EHIC/PEB!

In this chapter you will learn,
which health insurance benefits you can claim according to your residence status in Germany, how you can insure yourself against accidents, and how you can make provisions for yourself and your relatives in case of illness or old age.

At the end of the chapter you will also find the counselling centres and contacts you can turn to in Saxony-Anhalt.





The EHIC/PEB is only recognised by doctors and hospitals that are affiliated to the system of the statutory health insurance funds (e.g. indication "Kassenarzt" or "alle Kassen" for medical practices). Private health care is not covered. These are, for example, doctor's practices that are labelled as "private practice".



At the doctor's surgery or hospital, you must fill in the form "Patient Declaration Eu-ropical Health Insurance". It will be handed out to you in the language version of your choice at the practice or hospital. In the form, you must also indicate any German health insurance fund, e.g. a health insurance fund at your place of residence. The German health insurance fund is responsible for settling the treatment costs.

NOTE: The leaflet "With the EHIC in Germany" contains the most important information. It is available in German and five other languages.

More information on access to the health care system for EU citizens, EEA nationals and Swiss nationals can be found in the **brochure** of the same name.

2. HEALTH INSURANCE DURING A LONGER STAY IN GERMANY

If your stay in Germany is longer than a short stay, you should ensure that you are entitled to benefits by completing form S1.

This form is issued by your health insurance company in your country of origin. In addition to medically necessary treatments, planned treatments and routine examinations are also possible. You can find more information on the S1 form here:

This applies, for example, to posted workers, cross-border commuters and their family members or pensioners who are staying in Germany for a longer period of time.

If you are coming to Germany for specific medical treatment - i.e. planned treatment - you will need a proof of entitlement ("Portable Dokument S2") issued by your health insurance in your country of origin.

A checklist gives you an overview of what you need to consider for planned treatment.

3. HEALTH INSURANCE IF YOU ARE RESIDENT IN GERMANY

If you have moved your place of residence, and thus your usual place of stay, to Germany, you must also take out health insurance here. This also applies to your family members if they live here. In Germany, health insurance is generally compulsory!

In Germany, health insurance is available through two different systems:

- the statutory health insurance (GKV) and
- private health insurance (PKV).

As a member of the GKV, you are automatically also insured for long-term care. The benefits that people in need of long-term care receive from the insurance depend on the duration of the need for care, the degree of care and the type of care. This is not a full insurance policy. For full coverage, supplementary long-term care insurance must be taken out. People with private health insurance must also take out private long-term care insurance when they take out their health insurance policy.

You can find a current overview of the cheapest health insurance companies in Saxony-Anhalt **here**.

If you are employed on a marginal basis (mini-job), you do not earn more than 450 € per month on average and are not self-employed on a full-time basis. In this case, you are not subject to compulsory insurance as an employee. However, you still have to take out health insurance!

For jobseekers, the following is important: As long as you still live in your country of origin, i.e. you have not yet moved your residence to Germany, you will continue to be covered by the health insurance in your country of origin. You must then continue to pay the contributions to your health insurance in your country of origin. Determining when to move to Germany can sometimes be difficult. Decisive criteria are: Duration and continuity of residence in Germany, family circumstances and housing situation - the time of registration with the registration office may or may not be decisive.



If you receive a pension from an EU member state - your country of origin - but move your place of residence to Germany, you will remain covered by health insurance in your country of origin!



GOOD TO KNOW:

*As an EU citizen who is employed as a worker in Germany, you should take care of membership in a health insurance fund in good time before starting work. Contact a health insurance fund and register for membership. You can find a list of statutory health insurance funds **here**.*



If you stay in Germany for longer than three months, you are in any case subject to the obligation to register with the local registration office. You can find information on the right of residence here.



If you have already moved to Germany as a job-seeker, you must take out health insurance here. You are automatically obliged to take out insurance ("catch-all insurance obligation" according to § 5 Paragraph 1 No. 13 SGB V)!

You can take out statutory insurance with a health insurance fund of your choice. If you were privately insured in your country of origin, you must also find private health insurance in Germany.

NOTE: People who are not gainfully employed have the option of taking out voluntary statutory health insurance in Germany after their health insurance cover in their country of origin has expired (§ 9 SGB V). The voluntary insurance must be notified in writing to a health insurance fund within three months. There will be no gap in your insurance cover, as health insurance in Germany will follow immediately. Have the health insurance company confirm receipt of your written notification!

Even if you are or were self-employed, you must have health insurance in Germany. You cannot do without insurance cover! As a rule, you must take out insurance with a private health insurance company. These often differ greatly in their premiums and benefits. Inform yourself carefully and always compare several offers. **Advice centres** can help you with this.

If you become unemployed - after previously working in Germany - you are automatically still obliged to take out health insurance. In most cases, you will continue to be insured with your previous health insurance fund. However, the health insurance fund must be informed of your unemployment. Contributions are paid by the employment agency (unemployment benefit I) or the job centre (unemployment benefit II/"Hartz IV").

Even if you receive social assistance according to SGB XII, you will usually remain insured in the GKV. The contributions to the GKV are paid by the social assistance provider (municipal social welfare office) according to § 32 Para. 1 SGB XII. If you were insured in private health insurance when you were in need of assistance, appropriate insurance contributions are paid by the social welfare agency (§ 32 Para. 5 SGB XII).

If you are in need of assistance but are without insurance cover, for example because your health insurance no longer exists in your country of origin or you were unable to take out health insurance in Ger-

many, health assistance according to SGB XII may be considered, depending on your situation under the law on residence (§ 23 SGB XII). If you are not entitled to these benefits due to your legal residence situation, e.g. as a job-seeker, only health care benefits for the treatment of acute illnesses and pain conditions as well as pregnancy and childbirth are possible for up to one month within two years; in individual cases also for a longer period.

If you have difficulties becoming a member of a health insurance scheme, contact an advice centre. Avoid being uninsured at all costs! This will cause problems for you in any case.

NOTE: Among the counselling centres are so-called clearing centres, which can check for you whether and to what extent you are entitled to benefits in the German health system. Clearing centres can also help you to take out a health insurance policy.

4. HEALTH INSURANCE IN GERMANY: MEDICAL TREATMENT

As a member of the SHI system in Germany, you will receive a health insurance card. You must present your health insurance card every time you go to the doctor. The costs of medical treatment are settled directly with the health insurance company. You do not have to pay anything.

If you work in Germany but live in another country (residing outside the country of insurance), you can also receive medical treatment in your country of residence. However, you should register with your health insurance company in your country of residence. To register in your country of residence, you need form S1. You can apply for this form at your health insurance company in Germany.



Further information for EU citizens and their family members on the subject of access to the health care system can be found in the brochure "**Access to the health care system for EU citizens, EEA nationals and Swiss nationals**" from the Federal Association of Independent Welfare Organizations and the EU Equal Treatment Authority.



Sometimes the doctor recommends treatments that are not included in the basic health insurance coverage (IGeL - Individual Health Services). You can decide whether you want to take advantage of these at additional cost. Your doctor must inform you about the advantages and disadvantages of such additional treatment as well as its costs.



General information on German social insurance benefits in the event of illness, occupational accident and occupational disease is available on the websites of the GKV-Spitzenverband and the Deutsche Gesetzliche Unfallversicherung.

5. ACCIDENT INSURANCE

All employees in Germany are compulsorily insured under the statutory accident insurance scheme. No special registration is required for this. The insurance is non-contributory for you; contributions are paid by the employer alone.

The purpose of accident insurance is prevention and protection against the consequences of accidents at work and occupational diseases. Its benefits include in particular

- Treatment and medical rehabilitation services,
- Benefits for participation in working life (occupational rehabilitation),
- benefits for participation in life in society (social rehabilitation),
- wage replacement during incapacity for work, and
- pensions for injured persons and surviving dependants.

If you have an accident at work, your employer will report the accident; if you suspect you have an occupational disease, your doctor will report it. The accident insurance will then automatically check your claims. You do not need to apply for or report an accident.

6. HEALTH CARE PROXY

In times of free movement of workers and increasing labour migration, more and more people live in transnational family relationships. This leads to a number of legal problems. One example of this is so-called providential powers of attorney, in which older people give their relatives power of attorney to make certain legal dispositions.

However, problems can arise in the cross-national recognition of these powers of attorney. The national legal systems impose very different requirements on the form and content of providential powers of attorney. It is important to note which legal requirements must be met if a health care proxy is to be used across national borders.

In Germany, you can grant another person the right to act on your behalf with a health care proxy. The health care proxy can refer to the handling of certain individual matters or all matters. You can agree that the health care proxy may only be used when you are no longer able to make decisions about your own affairs.

You can find more information on this in the brochure **"Care Law"** (in easy language) in the chapter "Health Care Power of Attorney".

With the form **"Vorsorgevollmacht"** (issued by the Ministry of Justice and Equality of Saxony-Anhalt) you have the possibility to call up a sample form for an advance power of attorney, which you can adapt to your personal needs.



CONTACT POINTS AND ADVICE ON SITE



Migrationsberatung für erwachsene Zuwanderinnen und Zuwanderer (MBE)

Jugendmigrationsdienste (JMD)

INFORMATION MATERIALS AND PORTALS



Gesundheitsversorgung für EU-Bürger*innen

Willkommen in Deutschland

Wissen ist Schutz! Was Sie wissen sollten, um in Deutschland erfolgreich zu arbeiten

Ratgeber Krankenversicherung

Betreuung und Vorsorge – das geht jeden etwas an!

Ausgeschlossen oder privilegiert? Zur aufenthalts- und sozialrechtlichen Situation von Unionsbürger*innen und ihren Familienangehörigen



HARZ NATIONAL PARK

8.

SOCIAL LIFE AND FAMILY

- 1. BENEFITS DURING PREGNANCY
- 2. CHILD BENEFIT
- 3. CHILD SUPPLEMENT
- 4. PARENTAL LEAVE AND PARENTAL ALLOWANCE
- 5. CHILD CARE
- 6. EDUCATION AND PARTICIPATION PACKAGE

In this chapter you will learn, what entitlements you have as an expectant mother in Germany under the Maternity Protection Act, what the requirements are for claiming child benefit, and what support instruments you can use as parents to provide for your children in Germany.

At the end of the chapter you will also find the counselling centres and contacts you can turn to in Saxony-Anhalt.

1. BENEFITS DURING PREGNANCY

The Maternity Protection Act (Mutterschutz-gesetz, MuSchG) applies to (expectant) mothers who have their workplace in Germany. This law protects against dangers at the workplace and gives them special protection against dismissal. For example, expectant mothers may only work with their consent during the last 6 weeks before the birth and may not work at all until 8 weeks after the birth. In the case of premature and multiple births, mothers are not allowed to work until 12 weeks after the birth. In the case of medical premature births and other premature deliveries, the maternity protection period after birth is extended by the number of days that could not be taken before the birth. The law also prohibits certain types of work (e.g. piece-work, assembly line, overtime, Sunday or night work). If a doctor certifies an individual ban on employment, this also applies.

In order to protect the woman from financial disadvantages during this time, the Maternity Protection Act regulates various maternity benefits:

- **Maternity benefit**,
- the employer's supplement to maternity pay during the maternity protection period,
- pay in the case of employment prohibitions outside the maternity protection periods (maternity protection pay).

In Saxony-Anhalt, you can use the **official form** "Notification of employment of expectant mothers pursuant to section 5(1) and information pursuant to section 19(1) of the Maternity Protection Act" for the notification of pregnancy.



2. CHILD BENEFIT

You can claim child benefit for your children in Germany if you are

- a citizen of an EU member state, Iceland, Liechtenstein, Norway (EEA states) or Switzerland,
- have a residence or your habitual abode in Germany and are therefore subject to unlimited income tax liability. If you are not resident or ordinarily resident in Germany but earn at least 90% of your income in Germany, you can apply to the tax office to be treated as liable to unlimited income tax.

You may also be eligible if you are subject to limited income tax liability in Germany because you do not reside or have your habitual abode in Germany, but are employed here subject to social security contributions.

- To be entitled to child benefit, you must be entitled to freedom of movement. You are entitled to freedom of movement if, for example, you are employed (non-self-employed or self-employed) or are a family member of an EU national (§ 2 Para. 2 No. 1 or § 2 No. 2–7 FreizügG/EU). If you are not gainfully employed, it is necessary that you have sufficient health insurance cover and sufficient means of subsistence. Otherwise you are not entitled to freedom of movement. This also applies to family members who are not gainfully employed.

ATTENTION: If your right to freedom of movement results exclusively from the purpose of seeking employment (§ 2 Para. 2 No. 1a FreizügG/EU), you are not entitled to child benefit. This only does not apply if you were already in Germany on the basis of another right to freedom of movement before you started looking for work, e.g. because you had already worked before. In this case, jobseekers are also entitled to child benefit.

As a rule, you receive child benefit for children up to their 18th birthday. These include:

- natural and adopted children,
- stepchildren,
- foster children,
- grandchildren.



During the first three months after transferring your residence or establishing your habitual abode in Germany, you are not entitled to child benefit if you have no domestic income during this period. This includes income from your work (non-self-employed or self-employed) or income from trade or business (§ 2 Para. 1 No. 1 to 4 EStG).

If the child is older than 18, you can only receive child benefit under certain conditions. Read more about this in the [FAQ](#).

The application for child benefit must be submitted to the family benefits office by the parent with whom the child lives. Child benefit is 219 euros per month for the first and second child, 225 euros per month for the third child and 250 euros per month for each additional child.

PLEASE NOTE: As of 1 January 2018, shorter deadlines apply for retroactive applications for child benefit. As of receipt of the application, the family benefits office will only pay child benefit retroactively for the last 6 months.

Further information on child benefit and how to apply (e.g. forms of the Family Benefits Office) can be found in several languages on the [website of the Family Benefits Office \(1\)](#).



Attention! If your family lives in another EU country, you must first clarify which country is responsible for paying child benefit. You can receive partial benefits in different EU countries. This depends on your family situation. You can find out more about cross-border cases [here \(2\)](#).



IN THE KINDERDOMBAUHÜTTE AT NAUMBURG CATHEDRAL



A fixed maximum income limit that used to apply no longer applies as of 1 January 2020!

3. CHILD SUPPLEMENT

The child supplement according to § 6a of the Federal Child Benefit Act (Bundeskindergeldgesetz, BKGG) supports parents whose monthly income is not sufficient to fully cover the family's needs. It is intended to ensure that parents do not have to rely on unemployment benefit II because of their children. The child supplement amounts to a maximum of 185 euros per month per child and, together with child benefit and, if applicable, housing benefit, covers the average needs of children. Those who receive the child supplement are also entitled to benefits for education and participation and are exempt from day-care fees.

Parents are entitled to child supplement for their children if

- the children are unmarried and under 25 years of age,
- live in their parents' household,
- child benefit or a benefit that excludes child benefit is received for these children,
- the monthly income of the parents reaches the minimum income limit of 900 euros for parent couples and 600 euros for single parents,
- the family's needs are covered by child benefit, child supplement and, if applicable, housing benefit, and therefore no entitlement to unemployment benefit II arises.
- Their income, which is counted towards the child supplement, is not so high that the child supplement is reduced to zero.

4. PARENTAL LEAVE AND PARENTAL ALLOWANCE

Parental leave is an entitlement for employees who usually work in Germany and for employees who work abroad if the employment relationship is subject to German law. Parental leave allows you to interrupt your employment or reduce your working hours to take care of your child. When you take parental leave, you are released from work. You do not receive any pay. However, you can receive parental allowance during this time under the above-mentioned conditions.



You cannot be dismissed during parental leave. Your employment relationship is suspended and you are entitled to return to your job.

Requirements for parental leave: You must

- live in the same household as the child,
- care for and bring up the child predominantly yourself,
- not work more than 30 hours per week during parental leave.

Parental allowance is financial support for families after the birth of a child. The parental allowance compensates for part of the missing income if you want to be there for your child after the birth and therefore interrupt or limit your professional work. You are entitled to parental allowance if the child is resident in Germany or one parent is or was employed in Germany.

You can receive parental allowance if

- you look after and bring up your child yourself after the birth,
- you live with your child in the same household,
- you are either not employed at all or you do not work more than 30 hours per week,
- you live in Germany.

You must apply for parental allowance at your local parental allowance office. You can find the parental allowance office responsible for you [here](#).

The basic parental allowance is 65% to 100% depending on your net income before the birth. The lower the income, the higher the percentage. It amounts to a minimum of 300 euros and a maximum of 1,800 euros per month. Fathers and mothers can receive it for a maximum of 14 months and can divide the period freely between them.

One parent can claim at least 2 months and a maximum of 12 months. The full 14 months are granted if both parents are involved in caring for the child and thus lose their respective earned income. Single parents can claim the full 14 months of parental allowance to compensate for the loss of earned income because they do not have a partner. There are also other forms of parental allowance, for example for parents who want to work part-time while receiving parental allowance (ElterngeldPlus). Read more about this in the [FAQs](#).



For all family benefits for EU workers, the country in which the parents work is primarily responsible for paying family benefits. Even during parental leave, you are considered to be employed, as your employment relationship continues during this time.



If the parents work in different EU countries, the country where the child lives is primarily responsible. It may be that the other (subordinate) state has to pay a difference if the benefit would be higher there than in the state with priority.

5. CHILDCARE

Children from the age of 1 have a legal right to a place in a day-care centre (also called kindergarten or "Kita") or in a day-care centre. This entitlement to care for the child applies from its 1st birthday until it starts school.

Under certain conditions, a child under one year of age can also get a childcare place (e.g. if the parents are working, seeking work or in training).

Parents can choose whether their child should be looked after in a day-care centre or by a childminder. To get a day care place, you have to apply to the **responsible youth welfare office**.

Many youth welfare offices in Germany provide relevant forms and information as well as an overview of the childcare costs on the internet. The youth welfare offices also offer personal counselling for parents and support them in finding a suitable childcare place.

Childcare in a day-care centre is particularly beneficial for your child's language skills. For children and young people who grow up with a mother tongue other than German, there are special language support programmes in German at kindergarten and school.

In all federal states, language tests take place in the day-care centres (at the latest before enrolment) to determine whether the child needs further German lessons. This ensures that a child can follow the lessons.



If you want to have your child looked after, you must register it early. The childcare places are usually filled quickly because of the large number of interested parents. Many wait more than 6 months for a place. It is best to enquire about available places as early as possible.

It is important for your child's success at school that he or she speaks German well. Therefore, make use of the language support programmes! In some federal states, participation in German language support programmes is compulsory for children whose German language skills have been found to be insufficient. You can obtain information about German language support programmes directly from your child's kindergarten or school, as well as from the **migration counselling service and the youth migration services**.



6. EDUCATION AND PARTICIPATION PACKAGE

Since January 2011, children, adolescents and young adults up to the age of 25 have been entitled to additional benefits for education and participation. The basic requirement is that they live in families who receive benefits according to SGB II, SGB XII, housing benefit and/or child supplement. As a rule, these benefits must be applied for separately at the job centre or the municipality.

The municipal advice centres, e.g. the Citizens' Advice Bureau or Social Welfare Office, will inform you of the office responsible for your place of residence on request. Benefits include

- Allowances for excursions and trips within the framework of the day-care centre and school,
- Provision of school supplies through a lump sum of 70 euros on 1 August and 30 euros on 1 February,
- Grants for school transport,
- Grants for extracurricular learning support (extra tuition) to help pupils reach their school-leaving certificate,
- subsidies for communal lunches at school, day-care centres and after-school care centres,
- as well as a budget for participation in social and cultural life in the community of up to 10 euros per month.

The benefits are usually provided in the form of vouchers or direct payment to the provider. The competent local service provider will be happy to advise you on the details.



CONTACT POINTS AND ADVICE ON SITE



Migrationsberatung für erwachsene Zuwanderinnen und Zuwanderer (MBE)

Jugendmigrationsdienste (JMD)

Jugendämter in Sachsen-Anhalt

Familienkassen in Sachsen-Anhalt

Schwangerschaftsberatungsstellen in Sachsen-Anhalt:
<https://ms.sachsen-anhalt.de/themen/familie>

Mehrsprachige Schwangerschaftsberatung des Bundesministeriums
 für Familie, Senioren, Frauen und Jugend
<https://www.schwanger-und-viele-fragen.de/de.html>

INFORMATION MATERIALS AND PORTALS



Willkommen in Deutschland

Leitfaden zum Mutterschutz

Elterngeld und Elternzeit

Merkblatt Kindergeld

Merkblatt Kinderzuschlag

Ausgeschlossen oder privilegiert? Zur aufenthalts- und sozialrechtlichen Situation von Unionsbürger*innen und ihren Familienangehörigen

Kita-Verzeichnis Sachsen-Anhalt



9.

PROVISION, INSURANCE AND TAXES

- 1. STATE SOCIAL INSURANCE
- 2. STATUTORY PENSION INSURANCE
- 3. APPLYING FOR AN OLD-AGE PENSION
- 4. PRIVATE PROPERTY AND PERSONAL INSURANCE
- 5. TAX LIABILITY
- 6. INCOME TAX RETURN

In this chapter you will learn,
which insurances are obligatory in Germany for permanent or temporary residence, which private insurances are recommended for a longer stay in Germany and who can support you in declaring your income.

At the end of the chapter you will also find the counselling centres and contacts you can turn to in Saxony-Anhalt.

1. STATE SOCIAL SECURITY

The social security system in Germany includes coverage against the major risks. If you work in Germany subject to social insurance, you are usually a member of the following statutory insurance schemes:

- **Statutory health insurance (1)** covers the costs of visits to the doctor as well as many medicines and therapies.
- **Statutory long-term care insurance (2)** provides basic cover in the event that you are permanently dependent on care due to illness.
- **Statutory accident insurance (3)** covers the costs of medical treatment and reintegration into working life after an accident at work or in the event of occupational illness. It pays wage replacement during incapacity for work and pensions in the event of permanent health damage, including survivors' benefits.
- **Statutory pension insurance (4)** provides rehabilitation benefits and pensions in the event of old age, reduced earning capacity or death.
- **The statutory unemployment insurance (5)** pays an income during the job search under certain conditions and supports the job search through counselling and placement services.

(5)





There are exceptions to this principle for certain types of work. For example, for certain posted persons, cross-border commuters and persons who work in several EU countries.



The employer must give you a copy of the reported data. If the reporting obligations are breached, both the employer and you can be sanctioned.

GOOD TO KNOW:

When you register for social insurance, you receive a social insurance number that you keep for life. With the help of the social insurance number, the data needed to determine your pension is brought together and kept on file. You should therefore keep this number in a safe place.

Social insurance membership costs a fixed percentage of your income. You pay part of the costs, the other part is paid by your employer. The costs are deducted directly from your salary.

If you are employed in Germany, you are generally required to be insured under the German social insurance system.

Your employer must register you for social insurance. This means that the employer must provide the competent health insurance fund with the following information:

- Your name,
- your address,
- your insurance number,
- your nationality,
- your salary and job details.

This declaration ensures that the employer pays the social security contributions. In order for the employer to fulfil his obligations, you must provide the employer with all the necessary details and information. You are therefore subject to a duty of cooperation.

In some sectors, the employer has to make a declaration even before taking up employment:

- in the construction industry,
- in a restaurant or hotel,
- in freight forwarding,
- in the transport and related logistics sector,
- in the building cleaning industry and
- in the meat industry.

This means that you too must provide the required information as part of your duty to cooperate even before taking up employment and always have your ID card with you in case of an inspection.

2. STATUTORY PENSION INSURANCE

As an employee, you are generally compulsorily insured under the statutory pension insurance scheme. The pension insurance includes various benefits:

- The pension serves to provide financial security in old age when you no longer receive an income from work. To qualify for a pension, you must have reached a certain age and have completed a certain number of years of pensionable service.
- The pension insurance also supports you if you become incapacitated in the course of your working life, i.e. if you can no longer work or can only work partially due to an illness or a disability. In this case, you will receive rehabilitation benefits to restore your earning capacity or a pension due to reduced earning capacity if you are no longer able to work or can only work to a limited extent in the foreseeable future due to your state of health.
- The pension insurance also offers comprehensive protection for surviving dependants. It pays pensions to widows, widowers and orphans of deceased insured persons.

Up to the year of birth 1946, the 65th year of life is decisive for drawing the standard old-age pension. For the following birth cohorts, the standard retirement age is gradually raised to 67. From 2029, this age limit will apply to all those born after 1964. However, the statutory pension insurance does provide for other old-age pensions that enable earlier retirement under special personal conditions, for example, if you are severely disabled and/or have paid contributions to the statutory pension insurance for many years.

Detailed information is available at www.deutsche-rentenversicherung-mitteldeutschland.de. There you can also download the most important forms and information from the internet. Further information is also available on the website of the Federal Ministry of Labour and Social Affairs at: www.bmas.bund.de.





The tasks of the statutory pension insurance are carried out by federal and regional agencies.

For Saxony-Anhalt this is the
German Pension Insurance

and the
German Pension Insurance Knappschaft-Bahn-See

and the
German Pension Insurance Central Germany.

INSURANCE PERIODS IN OTHER COUNTRIES



Please note that the statutory pension is lower than your income during your working life. In order to maintain your standard of living in old age, you should supplement the statutory pension insurance with occupational and/or private provision.

If you have worked in one or more countries of the EU, Iceland, Lichtenstein, Norway or Switzerland, the following applies: Each country in which you have completed more than one year of insurance time pays a separate pension as soon as you have reached the respective pensionable age of the country concerned.

The amount of the pension depends on the insurance periods you have completed there. All insurance periods completed in the respective countries are taken into account in order to fulfil the requirements for a pension entitlement. You will receive a summary notification (document PI) of the decision of the individual countries. This notification is issued by the pension institution to which you submitted your pension claim.

3. APPLY FOR AN OLD-AGE PENSION

You apply for a pension in the country where you live, unless you have never worked there. In that case, you apply in the country where you were last insured. If you apply for a pension in one country, it is valid for all countries where you have completed insurance periods. You will receive your pension regardless of where you are within these countries.

You must apply for your old-age pension in writing or online. Send the completed pension application form directly to your pension insurance institution. You can also have your application recorded there and then receive advice and help on the subject of pensions at the same time.

You can find all the important information on your **pension application in Saxony-Anhalt** on the Saxony-Anhalt Citizens' Service and Business Portal.

You can obtain further information on pensions specifically for you as an EU national from the German Pension Insurance Fund. The brochure **"Living and Working in Europe"** published by the German Pension Insurance provides comprehensive information on your pension and old-age provision.



4. PRIVATE PROPERTY AND PERSONAL INSURANCE

In addition to the statutory insurances, there are many private insurances. The insurance cover provided by these insurances should primarily cover risks that could threaten one's livelihood in the event of a claim.

The most important private insurances in Germany include

- **Liability insurance:** Have you broken something belonging to someone else? That can be very expensive, and in extreme cases even threaten your livelihood. In such cases, a liability insurance policy will take effect. Liability insurance is generally considered the most useful and important of the voluntary insurances. As a rule, family members are also insured. Liability insurance can be taken out for less than 100 euros per year.

- **Occupational disability insurance:** If you are no longer able to work in the long term due to a serious illness and therefore no longer have an income, you could face financial ruin in the worst case. This is because the state pension for reduced earning capacity is very limited and does not always cover you. For this reason, every working person should consider taking out occupational disability insurance to protect themselves against the loss of their working capacity. Along with private liability insurance, this is one of the most important voluntary insurances.
- **Household contents insurance:** Household contents insurance pays for things in the home that break down, for example after a fire, burglary or water damage. The cost of household insurance depends on the size of your home, among other things. Home contents insurance can be particularly worthwhile if you keep valuable items in your home.
- **Motor vehicle liability insurance:** If you have a car or motorbike, you also need motor vehicle insurance. You cannot even register your vehicle without third party motor insurance. If you cause an accident or injure someone with your car, the insurance company will pay for the damages.

5. TAX LIABILITY

You must pay tax on your income in Germany if you

- have a residence in Germany or
- you usually stay in Germany, i.e. for more than six months (183 days) in a calendar year.

The tax obligation applies to your entire income. This means income from different types of income (e.g. wages, pensions and rental income). This also means income that you earn inside and outside Germany (world income).

If you are an employee, your income will mainly be wages. Income tax is automatically deducted from your wages (so-called wage tax). In addition, a solidarity surcharge and - if you are a member of a religious community that levies church tax - church tax will be deducted. Your employer transfers these amounts directly to the competent tax office. In addition, your employer will also deduct your contributions to the **statutory social insurance schemes** (unemployment, health, long-term care, pension and accident insurance). You can find out how much is deducted from your wages each month from your pay slip, which you receive from your employer.

6. INCOME TAX RETURN

The income tax return is a taxpayer's written declaration of his or her income. It serves as the basis for determining the income tax to be assessed. It is submitted to the tax office by the taxpayer or his authorised representative (usually a tax consultant or income tax assistance association). After the end of a calendar year, you can submit an income tax return so that the tax office can check whether you have paid too much or too little tax. It is often worthwhile for employees to file a tax return. You may be able to claim deductions. Read more about this in the **FAQs**.

PLEASE NOTE: In some cases you are obliged to file a tax return, for example if you had other income in addition to your salary, if you received unemployment benefit, sickness benefit or short-time allowance, if you had several employment relationships or if you had certain tax class combinations. You must then submit your tax return by 31 July of the following calendar year. You may have to pay tax arrears.

If you are not obliged to file a tax return, you have 4 years to do so voluntarily.

You can declare your taxes online via the **Elster internet portal**. Registration is required to use Elster. You can also fill out the tax return as a form or have it prepared by a tax office.



If you have taken out private insurance, such as private health insurance, you must pay the contributions for this insurance yourself.





If you need assistance in completing your tax return, you can contact a tax advisor or lawyer. Costs will be incurred for this. You can obtain forms for completing your tax return directly from one of the 14 tax offices that are available to citizens for advice and assistance on tax returns. You can find your nearest **tax office in Saxony-Anhalt** via the Lohnsteuer kom-pakt portal.



CONTACT POINTS AND ADVICE ON SITE



- Migrationsberatung für erwachsene Zuwanderinnen und Zuwanderer (MBE)
- Jugendmigrationsdienste (JMD)
- Deutsche Rentenversicherung
- Verbraucherzentrale Sachsen-Anhalt

INFORMATION MATERIALS AND PORTALS



- Leben und Arbeiten in Europa
- Willkommen in Deutschland
- Wissen ist Schutz! Was Sie wissen sollten, um in Deutschland erfolgreich zu arbeiten
- Soziale Sicherung im Überblick
- Ratgeber zur Rente
- Zusätzliche Altersvorsorge
- Erwerbsminderungsrente



VISIT TO THE BODETAL THERME THALE IN THE HARZ MOUNTAINS

10.

ASSISTANCE FOR PEOPLE WITH DISABILITIES

- 1. SPECIAL BENEFITS FOR PEOPLE WITH DISABILITIES
- 2. EQUAL OPPORTUNITIES FOR DISABLED PERSONS ACT OF SAXONY-ANHALT

1. SPECIAL BENEFITS FOR PEOPLE WITH DISABILITIES

In Germany, people with disabilities receive special benefits in addition to the general social benefits. These individual benefits are intended to enable people with disabilities to participate fully in social life. They should shape their lives according to their inclinations and abilities. Their interests and wishes are important in the design of the assistance.

In Germany, the range of assistance for people with disabilities is very extensive and covers a wide variety of areas of life. The services are divided into:

- Benefits for medical rehabilitation,
- benefits for participation in working life,
- benefits to ensure subsistence and supplementary benefits,
- benefits for participation in education and
- benefits for social participation.

In addition, severely disabled persons, i.e. persons with a registered degree of disability, receive special assistance.

IN GENERAL:

Normal signs of old age cannot be recognised as disabilities. The same applies to illnesses whose effects do not last longer than 6 months.

Further information on the various benefits for people with disabilities can be found on the **web portal "einfach teilhaben"** of the Federal Ministry of Labour and Social Affairs and in the **"Ratgeber für Menschen mit Behinderungen"** (Guide for people with disabilities) published by the BMAS.

GOOD TO KNOW: If you are a new immigrant to Germany and have a disability yourself or a family member, you should seek personal counselling. Free counselling services especially for people with disabilities and their relatives on all questions of rehabilitation and participation can be found on the portal Fachstelle Teilhabeberatung (EUTB).

Here you can also use the search form to find the individual **contact points for the services in Saxony-Anhalt**.

In this chapter you will learn, under which conditions you can receive support if you have a disability or a disabled relative.

At the end of the chapter you will also find the advice centres and contacts you can turn to in Saxony-Anhalt.





2. SAXONY-ANHALT DISABILITY EQUALITY ACT

In 2001, Saxony-Anhalt was the first federal state in eastern Germany to pass a **Disability Equality Act**. The aim of the law was to underpin and concretise the prohibition of discrimination and disadvantage for people with disabilities enshrined in the Basic Law through state law. For the first time in Germany, inclusion was enshrined, as was the obligation to provide reasonable accommodation for people with disabilities. This could be, for example, disability-friendly construction methods or acoustic signals at traffic lights.

Whereas previously only discrimination was comprehensively prohibited, this now already applies to disadvantage. In order to comprehensively take into account the interests and concerns of people with disabilities, the Equality Act was drafted by the target group itself. In the future, people with disabilities will be strengthened to receive equal education, to be able to take up jobs, to participate in social life without barriers and to live in families with equal rights.



In Saxony-Anhalt, support for persons with disabilities includes the following benefits according to the **information portal of the Ministry of Social Affairs**:

- Compensation for disadvantages (from degree of disability 25)
- Lump sum (e.g. for extraordinary medical expenses)
- Personal budget (for participation in social life)
- State blindness allowance (blind and deaf allowance)



According to the regulations of the law on severe disabilities, health impairments and their effects are determined upon application. Depending on the determination of disabilities and the identity card that may be issued, it may be possible to claim compensation for disadvantages. Questions and answers on the assessment procedure can be found on the **information portal of the Saxony-Anhalt State Administration Office**.

CONTACT POINTS AND ADVICE ON SITE



- Fachstelle Teilhabeberatung (EUTB)
- Migrationsberatung für erwachsene Zuwanderinnen und Zuwanderer (MBE)
- Jugendmigrationsdienste (JMD)
- Behindertenbeauftragte der Landeshauptstadt Magdeburg

INFORMATION MATERIALS AND PORTALS



- Ratgeber für Menschen mit Behinderungen
Rehabilitation und Teilhabe von Menschen mit Behinderungen
- Gesetz zur Gleichstellung behinderter Menschen
- https://www.einfach-teilhaben.de/DE/AS/Home/alltagssprache_node.html



11.

NETWORKING AND SOCIAL PARTICIPATION

1. EUROPEAN ORGANISATIONS AND ASSOCIATIONS IN SAXONY-ANHALT
2. EXCHANGE FORUMS OF THE EUROPEAN COMMUNITIES
3. PARTICIPATION IN LOCAL ELECTIONS
4. INVOLVEMENT IN THE FOREIGNERS' ADVISORY COUNCIL

1. EUROPEAN ORGANISATIONS AND ASSOCIATIONS IN SAXONY-ANHALT

Many EU nationals in Germany see themselves primarily as Europeans and increasingly less as 'migrants'. According to their self-image, they see themselves as mobile workers, as university citizens in the sense of the free movement of workers and with the corresponding rights with legal equality with German citizens. Most of them are well networked in their community and exchange takes place dynamically via social networks. Some immigrants are also organised in migrant organisations.

Associations and organisations of EU nationals in Saxony-Anhalt are not only represented in the metropolitan regions of Magdeburg and Halle, but are increasingly active here. Via the associations as social intersections and organisational initiators, events and support are offered, for example, for language learning. Associations of immigrants from Europe are valuable contact points, especially for newly arrived Europeans.

In Saxony-Anhalt, one of the largest organisations representing the interests of migrants from Europe is **AGSA e.V.** and **LAMSA e.V.** Both associations have the largest number of members with a migration background and provide a wide range of services through their member organisations. Many of the member organisations are run by European compatriots.

The Auslands-gesellschaft Sachsen-Anhalt e. V. (AGSA) is an umbrella organisation with **46 member organisations** that advocate democratic coexistence and equal social participation regardless of origin, religion, language and other characteristics. The associations and migrant organisations represented in the AGSA, most of which work on a voluntary basis, offer new immigrants social contact points. The *einewelt* haus in Magdeburg is a place of intercultural engagement and networking. With events such as the language café and a wide range of cultural activities offered by the associations, the AGSA is an open house for interested people from all countries and facilitates open intercultural exchange.

*In this chapter
you will learn,
how you can find and establish
social contact with your
fellow countrymen and
women, what opportunities
are open to you for voluntary
work and how many different
ways you can get involved in
associations - from 'cultural'
to 'sporting'.*

*At the end of the chapter you
will also find advice centres
and contacts that you can
turn to in Saxony-Anhalt.*





The Saxony-Anhalt Migrant Organisations Network (LAMSA) has represented the political, economic, social and cultural interests of people with a migration background at the state level since 2008.

It sees itself as their advocate and is available as a contact partner for the state government, all associations and institutions relevant to migration policy and other migrant organisations in other federal states. LAMSA was founded as a non-profit association in March 2014. Currently, more than **100 organisations and individuals** of different origins, cultural backgrounds and religious affiliations are represented in LAMSA.

With their migrant organisations, both associations offer a variety of services for new arrivals from Europe and around the world. These include:

- language mediation services
- mother-tongue counselling
- Events such as language cafés, sewing courses, language courses, further training courses
- Educational services such as homework supervision
- Offers for parental education
- Offers for social integration and voluntary work

The member associations organised in the AGSA and the LAMSA represent an international diversity of interests and perspectives, cultures and activities.

Many of them offer themselves as a contact point for immigrants from all over Europe. Here, Europeans organise themselves for bilateral exchange, cultivation of language and culture as well as support in arriving and settling in Saxony-Anhalt:

- **Bund der Polen in Magdeburg e.V. (1)**
- **Centro Italiano di Cultura Sachsen-Anhalt e.V. (CIMA e.V.) (2)**
- **Deutsch-Bulgarische soziokulturelle Vereinigung e.V. (3)**
- **Deutsch-Finnische Gesellschaft e.V. Landesverband Sachsen-Anhalt (4)**
- **Deutsch-Französische Gesellschaft Magdeburg e.V. (5)**



- **Deutsch-Italienische Gesellschaft e.V. (1)**
- **Deutsch-Polnische Gesellschaft Sachsen-Anhalt e.V. (2)**
- **Harmonia e.V. - Internationales Zentrum für Kultur, Bildung und Soziales in Sachsen-Anhalt (3)**
- **Landmannschaft der Deutschen aus Russland e.V. (4)**
- **MERIDIAN e.V. - Verein zur Förderung der Verständigung zwischen Menschen unterschiedlicher Nationen (5)**
- **Ungarn mitten in Sachsen-Anhalt e.V. (6)**
- **Weltunion Magdeburger Juden e.V. (WMJ) (7)**

These organisations campaigned for the active shaping of life and work in the European Union:

- **Europa Union Deutschland Landesverband Sachsen-Anhalt (8)**
- **JEF - Junge Europäische Föderalisten Sachsen-Anhalt e.V. (9)**
- **Offener Kanal Magdeburg e.V. (10)**

GOOD TO KNOW:

If you are interested in getting actively involved yourself or would like to recruit volunteers as an association, you can use the **Engagement-Portal in Halle (11)**. Here you can meet people from many cultures who want to make a difference locally.



2. EXCHANGE FORUMS OF THE EUROPEAN COMMUNITIES

The immigration of citizens from the European Union to Saxony-Anhalt has been steadily increasing for years. A proportionally large number of people with an immigration history live here, including many who have a university degree or have lived here for a long time. In fact, the immigration history in Saxony-Anhalt is essentially shaped by the dynamics in the European internal area - with EU citizens as the numerically largest immigrant group.

A large part of the communication in the communities takes place via various channels in the social media. Here, community-specific exchange forums and interest groups can be found, and answers and advice are exchanged in chats on frequently discussed case studies, regulations and problems.

In the EUmigra project of the Auslandsgesellschaft Sachsen-Anhalt e.V., network representatives publish information in many European languages via the social network Facebook. Here you can find the German "mother page" of the Fach- und Servicestelle EU-Migration Sachsen-Anhalt as well as the eight daughter pages so far:

- **EUmigra Fach- und Servicestelle EU-Migration Sachsen Anhalt**
- EUmigra-България
- EUmigra Česká republika
- EUmigra España
- EUmigra Hrvatska
- EUmigra Italia
- EUmigra Polska
- EUmigra România
- EUmigra Ungarn/Magyar

Initiatives that offer, for example, encounter cafés and language cafés in Magdeburg:

- **platz*machen e.V. (1)**
- **Sprachcafé Magdeburg – „Zeit für dich und deine Sprachen“ (2)**
- **Blickwechsel e.V. (3)**
- **BEGINN NEBENAN (4)**



3. PARTICIPATION IN LOCAL ELECTIONS

If you are an EU national living in Germany, you have the right to vote and stand as a candidate in local elections. It is not necessary for you to first declare your intention to vote and register on the electoral roll. In Germany, you are automatically entered on the electoral roll for local elections.

As an EU national, you vote or stand as a candidate under the same conditions as nationals of your country of residence. If nationals have to have lived in the country or municipality for a certain period of time in order to be allowed to vote or stand as a candidate, this also applies to you.



EINEWELT HAUS IN MAGDEBURG,
HEADQUARTERS OF THE AUSLANDSGESELLSCHAFT SACHSEN-ANHALT E.V.

4. INVOLVEMENT IN THE FOREIGNERS' ADVISORY COUNCIL

As a rule, foreigners' advisory councils are municipal political bodies elected by immigrants to represent the interests of all people with a migration background. They advocate for equality and equal participation of immigrants and support in many ways the networking work between bodies, institutions, agencies and other interested actors that is necessary for integration processes.

In Saxony-Anhalt, the foreigners' advisory councils of Magdeburg and Halle coordinate numerous support services for all immigrants. Through the foreigners' advisory councils and the corresponding service pages, interested parties can also get in touch with the important state networks for integration work.

5. MEMBERSHIP IN A SPORTS CLUB

Another good way of social networking and participation is to join a sports club. The landscape of sports clubs in Saxony-Anhalt is extremely diverse, because the large sports family of the LSB Saxony-Anhalt currently includes more than 3,100 sports clubs. These are open to all citizens of the state between Altmark and Burgenlandkreis and offer outdoor or indoor sports, individual or team sports.

You can use the search form of the **Saxony-Anhalt Sports Federation** to search specifically for a club in your locality or in the surrounding area - depending on your favourite sport.



CONTACT POINTS AND ADVICE ON SITE



Landesnetzwerk Migrantenorganisationen Sachsen-Anhalt (LAMSA)

Auslandsgesellschaft Sachsen-Anhalt e. V. (AGSA)

Beirat für Integration und Migration der Landeshauptstadt Magdeburg

INFORMATION MATERIALS AND PORTALS



Sportvereine & Fachverbände in Sachsen-Anhalt

Ausländerbeiräte in Sachsen-Anhalt

Vereinsuche Breitensport Sachsen-Anhalt



12.

COUNSELLING AND CONTACT POINTS IN SAXONY-ANHALT

1. ADVICE CENTRES IN SAXONY-ANHALT
2. OTHER COUNSELLING CENTRES
3. COUNSELLING CENTRE GUIDE "COMPASS SAXONY-ANHALT
4. ENQUIRY AT THE EQUAL TREATMENT OFFICE FOR EU WORKERS

1. COUNSELLING CENTRES IN SAXONY-ANHALT FOR YOUNG PEOPLE AND ADULTS.

Relevant contact points for counselling Union citizens are the Migration Counselling for Adult Migrants (MBE) and the Youth Migration Services (JMD). Both services are represented throughout Saxony-Anhalt. Here, the associations of the Freie Wohlfahrtspflege provide advice.

The migration counselling centres for adults (MBE) support immigrants in their first steps in Germany:

- Learning the German language
- getting to know their new environment
- getting into school, training and work in good time

through:

- individual case management
- Determining individual support needs
- support planning

The current overview of the state-wide migration counselling centres for adult migrants (MBE) in Saxony-Anhalt can be found in the **overview of the state integration portal**. In addition, you can find migration counselling centres in Germany using the BAMF search form (search form by postal code/place of residence).

The Youth Migration Services (JMD) also offer special support measures to European immigrants between the ages of 12 and 27. This includes counselling on personal, linguistic, educational, vocational and social participation and integration.

Relevant information and tips are available to young people with a migration background on the JMD portal, which brings together more than 450 youth migration services of different providers. On the homepage of the **JMD portal** you can also find your local youth migration service via a search function.

*In this chapter
you will learn,
which counselling centres are
open to you as an EU
national, how you can find
and establish contact with
your fellow countrymen
locally, which opportunities
for social commitment are
open to you and who can
support you with counselling
in personal matters.*

*At the end of the chapter you
will also find the counselling
centres and contacts you can
turn to in Saxony-Anhalt.*





SEPARATE COUNSELLING AND SUPPORT (gBB)

The counselling centres of the Gesonderte Beratung und Betreuung in Sachsen-Anhalt (gBB) can also be used by citizens of the European Union. The gBB provide support, for example, in the rapid integration into the cultural and social environment in Germany, in finding accommodation and work, they accompany people in crisis situations and advise on questions of language support, further education, law and integration.

The gBB are represented locally throughout the country. You can find the contact details of your nearest gBB advice centre in **the table on the integration portal**.

2. OTHER COUNSELLING CENTRES

PSYCHOSOCIAL COUNSELING CENTERS

As an EU national, you have access to a wide range of psychosocial counseling centers, which are essentially offered by the associations of the Freie Wohlfahrtspflege.

- The counseling services include:
- general social counseling,
 - Pregnancy and pregnancy conflict counseling,
 - Marriage, family, life and educational counseling,
 - debtor and insolvency counseling,
 - addiction counseling.

The services offered by the counseling centers are free of charge, confidential and, if desired, anonymous. If necessary, counseling can be provided with the support of interpreters/language mediators.

VICTIM SUPPORT FACILITIES

In Saxony-Anhalt, there are facilities throughout the state that provide help and support if you have been affected by a crime or would like to advocate for those affected. The following are some of the victim support institutions in Saxony-Anhalt:

- **Kinderschutzbund Landesverband Sachsen-Anhalt (1)**
- **Beratungsstellen für Opfer sexualisierter Gewalt (2)**
- **LIKO - Landesintervention und -koordination bei häuslicher Gewalt und Stalking (3)**
- **Fachstelle Vera für den Schutz von Mädchen und Frauen (4)**
- **Verbraucherzentrale - Schuldnerberatung (5)**
- **Other victim support organisations in Saxony-Anhalt (6)**
- **Netzwerk für ein Leben ohne Gewalt (7)**

The services offered by the specialised centres are free of charge, anonymous and confidential. If necessary, counselling can be provided in the mother tongue with the support of interpreters/language mediators.

3. ORIENTATION IN THE COUNSELLING LANDSCAPE OF SAXONY-ANHALT

COORDINATION OFFICES FOR INTEGRATION AND MIGRATION

Further guidance on counselling centres for EU nationals can be found through the local contacts in the respective districts and municipalities of Saxony-Anhalt, the Coordination Centres for Integration/Migration. The coordination centres do not provide individual counselling. They offer professional referral counselling to local persons and counselling centres who can help you with your concerns. You can find the contact persons in the coordination offices of the cities and municipalities of Saxony-Anhalt in **this overview of the integration portal**.





COMPASS SAXONY-ANHALT" DIGITAL MAP

The digital map "**Compass Saxony-Anhalt**" offers a state-wide and structured overview of services for immigrants. In addition to projects and training courses, more than 100 counselling centres are listed in detail on the platform. Search options facilitate access, and the corresponding markers on the interactive map can also be used to quickly find counselling locations in the desired region or town.

4. ENQUIRY WITH THE EQUAL TREATMENT AUTHORITY FOR EU WORKERS

If you would like advice or information for yourself or your family members, you also have the option of submitting a request to the supra-regional EU Workers' Equality Body using a form.

Use the relevant form of **the Equal Treatment Authority** for your request for advice.



CONTACT POINTS AND ADVICE IN SITU



Migrationsberatung für erwachsene Zuwanderinnen und Zuwanderer (MBE)

Jugendmigrationsdienste (JMD)

Auslandsgesellschaft Sachsen-Anhalt e.V. (AGSA)

Landesnetzwerk Migrantenorganisationen Sachsen-Anhalt e.V. (LAMSA)

INFORMATION MATERIAL AND PORTALS



Digitale Landkarte „Kompass Sachsen-Anhalt“

Integrationsportal Sachsen-Anhalt:
<https://integrationsbeauftragte.sachsen-anhalt.de/beratung-netzwerke/beratungsstellen/>

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IMPORTANT CONTACT POINTS AND CONTACTS IN SAXONY-ANHALT

1



RESIDENCE

Migrationsberatung Sachsen-Anhalt

www.integriert-in-sachsen-anhalt.de/netzwerke/beratungsstellen/migrationsberatung-fuer-erwachsene-mbe (1)

2



Aufenthaltsrechtliche Beratung und Unterstützung in der Selbstorganisation

Flüchtlingsrat Sachsen-Anhalt e. V. | Magdeburg

www.fluechtlingsrat-lsa.de (2)

Telefon: +49 391 50549613 (Magdeburg)

Telefon: +49 345 44502521 (Halle/Saale)

3



Verfahrensinformation der Caritas für Asylbewerber

in Sachsen-Anhalt (Beratungsstelle zum Asylverfahren) Halberstadt

www.caritas.de (3)

Telefon: +49 3941 597728

4



Suchdienst für vom Konflikt getrennte Familien des DRK

Deutsches Rotes Kreuz – Landesverband Sachsen-Anhalt

www.sachsen-anhalt.drk.de (4)

Telefon: +49 391 6106890 (MD)

5



Freiwillige Rückkehr

Rückkehrzentrum Sachsen-Anhalt. Beratungsstelle zur freiwilligen

Rückkehr von Drittstaatsangehörigen

www.magdeburgerstadtmission.de/arbeitsgebiete/kompetenzzentrum-rueckkehr (5)

Telefon: +49 391 53249 -29/ -23

WORK AND EDUCATION

BemA – Beratung migrantischer Fachkräfte

ARBEIT UND LEBEN Sachsen-Anhalt gGmbH

Stresemannstraße 18/19 | 39104 Magdeburg

Telefon: +49 391 623495

bema@aul-lsa.de | www.bema.arbeitundleben.org (1)

Blickpunkt: Migrantinnen – Fach- und Servicestelle für die Arbeitsmarktintegration migrantischer Frauen in Sachsen-Anhalt

Interkulturelles Beratungs- und Begegnungszentrum der Caritas

Karl-Schmidt-Straße 5c | 39104 Magdeburg

kontakt@blickpunkt-migrantinnen.de

Telefon: +49 391 40 80 526 / 527 / 520 oder +49 151 46152310

ePlan consult GmbH

Mittagstraße 16p | 39124 Magdeburg

Telefon: +49 391 28898958

info@eplan-consult.de | www.eplan-consult.de (2)

Fachkraft im Fokus (FiF)

Willkommensbegleitung ausländischer Fachkräfte in Arbeit

www.fachkraft-im-fokus.de (3)

Telefon: 49 152 537 729 43 (HAL), +49 391 6054-506 (MD)

Faire Integration

ARBEIT UND LEBEN Sachsen-Anhalt gGmbH

Stresemannstraße 18/19 | 39104 Magdeburg

zabih.hashemi@aul-lsa.de

www.sachsen-anhalt.netzwerk-iq.de/fuer-eingewanderte/rechte-von-beschaeftigten (4)

Handwerkskammer Magdeburg

Gareisstraße 10 | 39106 Magdeburg

Telefon: +49 391 6268151

info@hwk-magdeburg.de | www.hwk-magdeburg.de (5)

1



2



3



4



5



1



Industrie- und Handelskammer Magdeburg

Alter Markt 8 | 39104 Magdeburg
 Telefon: +49 391 56930
 kammer@magdeburg.ihk.de | www.magdeburg.ihk.de (1)

2



Institut für Berufspädagogik e.V.

Schellingstraße 3 – 4 | 39104 Magdeburg
 Telefon: +49 391 5371232 (Frau Elke Orlowski)
 orlowski@ibp-bildung.de | www.ibp-bildung.de (2)

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IQ Netzwerk Sachsen-Anhalt – Anerkennungs- und Qualifizierungsberatung

Caritasverband für das Bistum Magdeburg e.V.
 Langer Weg 65 – 66 | 39112 Magdeburg
 Telefon: +49 391 6053249 / Halle: +49 345 686948-23/-15/-21
 Halberstadt: +49 175 8132604
 kontakt@iqsachsenanhalt.de | www.sachsen-anhalt.netzwerk-iq.de (3)

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KAUSA-Servicestelle Sachsen-Anhalt Nord

c/o Ausbildungsverbund der
 Wirtschaftsregion BS/MD e.V.
 Schwiesastrasse 11 | 39124 Magdeburg
 Telefon: +49 391 1861342
 info@abv-magdeburg.de
www.abv-magdeburg.de/bewerber/projekte/kausa-servicestelle (4)

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ZEMIGRA

Forschungsinstitut Betriebliche Bildung (f-bb) gGmbH
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 Telefon: +49 800 9364472 (Hotline)
 info@zemigra.com
www.zemigra.sachsen-anhalt.de (5) | www.zemigra-forum.de

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HEALTH & PROTECTION

Schwangerschaftsberatungsstellen in Sachsen-Anhalt

www.ms.sachsen-anhalt.de/schwangerschaftsberatungsstellen (6)

MediNetz Magdeburg e.V.

Schellingstraße 3– 4 | 39104 Magdeburg
 Telefon: +49 176 66530854
 kontakt@medinetz-magdeburg.de | www.medinetz-magdeburg.de

Psychosoziales Zentrum für Migrantinnen und Migranten in Sachsen-Anhalt

St. Johannis GmbH | Agnetenstraße 14 | 39106 Magdeburg
 Telefon: +49 391 79293380
 kontakt@psz-sachsen-anhalt.de | www.psz-sachsen-anhalt.de

Landesstelle für Suchtfragen im Land Sachsen-Anhalt

Halberstädter Straße 98 | 39112 Magdeburg
 Telefon: +49 391 543 38 18
<https://www.ls-suchtfragen-lsa.de/>

Suchthilfewegweiser der Landesstelle für Suchtfragen im Land Sachsen-Anhalt:

<https://www.ls-suchtfragen-lsa.de/suchthilfewegweiser/>

SUPPORT AND HELP FOR GIRLS AND WOMEN

Frauen gegen Gewalt e.V.

Telefon: +49 30 322 99 500
www.frauen-gegen-gewalt.de (1)

Hilfetelefon „Gewalt gegen Frauen“ (KOSTENFREI)

Telefon: +49 8000 116016
www.hilfetelefon.de (2)

Schwangerschaftsberatung des Bundesministeriums für Familie, Senioren, Frauen und Jugend mit Hilfetelefon "Schwangere in Not"

www.schwanger-und-viele-fragen.de (3)

Vera – Fachstelle gegen Frauenhandel und Zwangsverheiratung

Telefon: +49 391 99977850
www.awo-sachsenanhalt.de (4)

Burg: www.skz-burg.bplaced.net/maedchen-und-frauenzentrum-tea-treff (5)

Magdeburg: www.courageimvolksbad.de (6)



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Dessau: www.frauenzentrum-dessau.de (1)

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info@wildwasser-magdeburg.de | www.wildwasser-magdeburg.de

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Antidiskriminierungsstelle Sachsen-Anhalt
Hallesche Jugendwerkstatt gGmbH
antidiskriminierungsstelle@jw-frohe-zukunft.de
Mobil: +49 176 20 44 69 29 | Telefon: +49 391 79 29 33 74

Entknoten – Beratungsstelle gegen Alltagsrassismus und Diskriminierung
Landesnetzwerk Migrantenorganisationen Sachsen-Anhalt (LAMSA)
Telefon: +49 391 99 07 88 87 | WhatsApp: +49 152 56 03 47 47
entknoten@lamsa.de | www.lamsa.de

Mobile Beratung für Opfer rechter Gewalt / miteinander e.V.
Halle / Magdeburg / Salzwedel
Telefon: +49 345 2 26 71 00 (HAL) / +49 391 6 20 77 52 (MD) /
+49 3901 30 64 31 (SAW)
www.mobile-opferberatung.de

COUNSELLING ON SEXUAL IDENTITY AND HEALTH ISSUES

Lesben- und Schwulenverband Sachsen-Anhalt (LSVD)
Magdeburg
Telefon: +49 391 5 43 25 69 oder +49 179 9 32 96 14
www.sachsen-anhalt.lsvd.de

AIDS-Hilfe (Halle / Sachsen-Anhalt Süd e. V., Sachsen-Anhalt Nord e. V.)
Halle / Magdeburg
Telefon: +49 345 5 82 12 71 (HAL) / +49 391 5 35 76 90 (MD)
www.halle.aidshilfe.de | www.aidshilfesachsenanhaltnord.de

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Beratungsdienste und Netzwerke zur Unterstützung von Flüchtlingen / Ankommenden
www.integriert-in-sachsen-anhalt.de/netzwerke/

Integrationshilfe Sachsen-Anhalt e.V.
Schellingstraße 3 – 4 | 39104 Magdeburg
Telefon: +49 175 8886386
info@integrationshilfe-lsa.org | www.integrationshilfe-lsa.org

Willkommensinitiativen Sachsen-Anhalt
www.integriert-in-sachsen-anhalt.de/willkommen/willkommens-initiativen/

WelcomeCenter Sachsen-Anhalt
Landesinitiative Fachkraft im Fokus
FörderService GmbH der Investitionsbank Sachsen-Anhalt
Leipziger Straße 49a | 39112 Magdeburg
Telefon: +49 391 6054-506
beratung@welcomecenter-sachsen-anhalt.de
www.welcomecenter-sachsen-anhalt.de

Welcome-Treff der Freiwilligenagentur Halle-Saalkreis e. V.
www.freiwilligen-agentur.de/themen-und-projekte/engagiert-fuer-fluechtlinge





Landesnetzwerk Migrantenorganisationen Sachsen-Anhalt (LAMSA) e.V. Halle

Telefon: +49 345 17 16 48 90

www.lamsa.de



Migrationswegweiser „Willkommen in Halle“ und „Willkommen in Magdeburg“

www.willkommen-in-halle.de | www.willkommen-in-magdeburg.de



Neustadtbüro Weißenfels

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Neumarkt 6 | 06667 Weißenfels

Tel.: +49 3443 820 9720

stadtteilbuero@weissenfels.de | <https://www.weissenfels.de>

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Halberstadt / Magdeburg / Stendal

Telefon: +49 3941 61 25 45 (HBS), +49 391 6 27 29 16 (MD),

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Blinden- und Sehbehinderten-Verband Sachsen-Anhalt e.V.

Landesgeschäftsstelle Magdeburg

Telefon: +49 391 2 89 62 39

www.bsv-sachsen-anhalt.de

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weisser-ring-magdeburg@web.de | www.weisser-ring.de



Stadt Weißenfels

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SUPPORT FOR YOUNG PEOPLE

Outlaw gGmbH Magdeburg

Schwiesaustraße 11 | 39124 Magdeburg

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www.outlaw-ggmbh.de



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Telefon: +49 391 40045264

jhv@stejh.de | www.stejh.de



SUPPORT WITH LANGUAGE BARRIERS

SiSA – Sprachmittlung in Sachsen-Anhalt

LAMSA e.V.

Bernburger Straße 25a | 06108 Halle (Saale)

Telefon: +49 345 21389399

sprachmittler@lamsa.de | www.lamsa.de



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