



GUIDE

for citizens
of the European Union
in Saxony-Anhalt

REVISED AND UPDATED
2ND EDITION



EUMIGRA
FACH- UND SERVICESTELLE
EU-MIGRATION
SACHSEN-ANHALT



GUIDE

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in Saxony-Anhalt

REVISÉD AND UPDATÉD 2ND ÉDITION



#moderndenken

CONTENTS

Greeting from the integration commissioner for Saxony-Anhalt S. Möbbeck 8

Editorial by the Managing Director of AGSA e.V. Krzysztof Blau 10

Greeting from the Chairman of AGSA e.V. Dennis Butewitz 12

Right in the middle of Europe and Germany.
Many good reasons to live and work in Saxony-Anhalt 14

Chapter 1: Entry - Residence - Naturalisation 18

1. Entry requirements for EU nationals entering Germany 19

2. Transferring your residence to Germany 20

3. Residence of family members 21

4. Residence of related persons 22

5. Permanent right of residence 23

6. Naturalisation 24

Chapter 2: Housing 26

1. Finding a suitable flat 27

2. The tenancy agreement 28

3. Rent and deposit 29

4. Flat defects 29

5. Terminating a tenancy agreement 30

6. Housing benefit 30

Chapter 3: Learning German 32

1. Learning German with an integration course 33

2. Vocational language courses 33

3. Learning German abroad 34

4. Foreign language courses offered by the Adult Education Centre 34

5. Language tandems 34

Chapter 4: Working in Germany and Saxony-Anhalt 36

Part 1: Looking for work 37

1. Job seeking work with the support of the Employment Agency 37

2. Taking advantage of the placement budget to get a job 38

3. Support through Professional integration measures 39

4. Further training with the help of the training voucher 40

Part 2: Employment Regulations and Laws 41

1. The employment contract 41

2. Payment of the minimum wage 42

3. Working hours and leave arrangements 43

4. Pay without work 44

5. Regulations for special forms of work 44

6. Dismissal and protection against dismissal 45

Part 3: Rights and Obligations for Employees
in the Event of a Loss of Employment 47

1. If you do not receive your wages 47

2. If you have been dismissed 48

3. Unemployment benefit and basic income support 49

Chapter 5: Recognition of Professional Qualifications 54

1. Recognition of diplomas and professional qualifications 55

2. Recognition in regulated professions 55

3. Recognition of professions without a recognised qualification 56

4. Recognition of school and university qualifications 56

5. Support with professional recognition 57

DOSSIER: CITIZENSHIP 58

I. Citizenship of the Union 59

II. The organisation of citizenship of the Union (Article 20 TFEU) 59

III. Free movement of workers within the European Union 60

IV. Equal treatment of EU workers 61

V. Protection against discrimination 63

Chapter 6: Vocational Training - School - University 66

1. Forms of training 67

2. Dual vocational training 67

3. School-based vocational training 68

4. Training for high-school graduates 68

5. Continuing Professional Development 69

6. School education in the German school system 71

7. Studies at colleges and universities 76

Chapter 7: Health and Welfare 80

1. Health insurance for a temporary stay in Germany 81

2. Health insurance for a longer stay in Germany 82

3. Health insurance if you live in Germany 83

4. Health insurance in Germany: medical treatment 85

5. Accident insurance 86

6. Health care proxy 86

Chapter 8: Social Life and Family 88

1. Benefits during pregnancy 89

2. Child benefit 90

3. Child allowance 92

4. Parental leave and parental allowance 92

5. Child-care 94

6. Education and participation package 95

Chapter 9: Pensions, Insurance and Taxes 98

1. State social insurance 99

2. Statutory pension insurance 101

3. Applying for an old-age pension 103

4. Private property and personal insurance 103

5. Tax liability 104

6. Income tax return 105

Chapter 10: Assistance for People with Disabilities 108

1. Special benefits for people with disabilities 109

2. Saxony-Anhalt Act on Equality for People with Disabilities 110

Chapter 11: Networking and Social Participation 112

1. European organisations and associations in Saxony-Anhalt 113

2. Exchange forums of the European Communities 116

3. Participation in local elections 117

4. Involvement in the Foreigners' Advisory Council 118

5. Membership of a sports club 118

6.

Chapter 12: Advice Centres and Contact Points in Saxony-Anhalt ... 122

1. Advice centres in Saxony-Anhalt for young people
and adults 123

2. Other counselling centres 124

3. Orientation in the advice and counselling landscape
in Saxony-Anhalt 125

4. Request to the Office for the Equal Treatment of EU Workers 126

Index 128

Important points of contact in Saxony-Anhalt 132

Imprint 144

Image credits 145

DEAR READERS,



The population of Saxony-Anhalt has become more diverse in recent years as a result of immigration. In our federal state, more than eight per cent of all citizens have a migrant 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, around 2.5% of all employees subject to social security contributions are EU citizens. Whether it's in companies, in the health sector, at our cultural institutions or at universities, 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 in 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 easier it is for immigrants and foreign workers to obtain information 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 has been 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 kindly produced this guide.

We wish you informative reading!

Kind regards,
SUSI MÖBBECK

STATE SECRETARY AT 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 indicating 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 the level of information and independent orientation from the perspective of EU citizens in the long term. The information centre of the **Federal Office for the Equal Treatment of EU Workers** served as a basis for the presentation of the nationwide legal basis.

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 advice** centres in Saxony-Anhalt. **Hints and tips** highlighted in the text as well as the **keyword index** round off 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 guidance sector, the coordination centres for integration, the many dedicated multipliers working full-time and as volunteers in projects and initiatives. 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 self-contained 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 for your journey in Saxony-Anhalt!

KRZYSZTOF BLAU

MANAGING DIRECTOR
OF THE AUSLANDSGESELLSCHAFT SACHSEN-ANHALT E.V.



WELCOME TO SAXONY-ANHALT!

GREETING FROM 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 in our society.**

More and more citizens from all over Europe are finding their way to Saxony-Anhalt to work and live here. The instrument of the free movement of workers opens up new opportunities and hopes of being better paid than in the country of origin, of developing professionally and of building up familial prospects..

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. In practice, guaranteed rights for EU workers often still prove not to be honoured. 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 the publishers, want to contribute towards Saxony-Anhalt receiving even more attention than before from 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. It is particularly indispensable in view of the various risks, stumbling blocks and discrimination, as it can help immigrants to exercise guaranteed rights and avoid social or financial disadvantages. As an umbrella organisation of more than 40 migrant organisations, we know this from our members in the communities, and we also know it as publishers of various orientation guides for immigrants.

This brochure is a first of its kind. As a compendium, it combines information on working life with aspects of social integration specifically for European immigrants, for the first time. At the same time, it combines 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 help you to be in a better position when you arrive here and to feel permanently at home. On behalf of the board of the Auslands-Gesellschaft, I wish all readers of this guide good luck wherever the road takes them in our federal state!

DENNIS BUTEWITZ

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 without a long journey.

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. Many European workers are also attracted by 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 living conditions 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 standards of quality. 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. It is not only in the pulsating larger cities of Saxony-Anhalt that there are residential areas in a good state of repair with an attractive living environment. In many places, excellently restored historic town centres, well-maintained green spaces and well-developed infrastructures help both locals and immigrants to feel 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, including from the European Union, maintain a dialogue 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 low cost of 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 education in a nursery school from birth. Social benefits such as parental allowance and parental leave are also make an important contribution to a family-friendly climate. In addition, there is a wide range of nursery schools and after-school care centres. Finding a place for one's own children here or at a school is less difficult than in some other countries with particularly densely populated urban centres. Many families who live and work here without background support because of their distance from home 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 tourist attractions. 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 offer you opportunities for recreation in their green spaces and spacious parks, with frequently long cycle routes 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 YOUR 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 ENTERING 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 Germany or any other EU member state without a visa and stay there. 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 of employment, you can 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. TRANSFERRING YOUR RESIDENCE TO GERMANY

After you have entered Germany, you must register at the Residents' Registration Office (Einwohnermeldeamt) 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 (Ausländerbehörde) can demand that you certify your legal entitlement (§ 5a FreizügG/EU). To this end, 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 need 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

If you are an EU citizen entitled to freedom of movement, the right to freedom of movement also applies to family members who accompany you or join you. 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 children or grandchildren of the EU citizen themselves, their spouse or life partner who are under 21.

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 a family member's right to freedom of movement and residence of a family member, the Foreigners' Registration Office issues a **residence card** to family members who are third-country nationals. This should be issued within 6 months and is generally valid for 5 years.



EU citizens' own children or grandchildren who are over 21, as well as relatives in the direct ascending line (parents, grandparents, etc.) may only come to Germany if the accompanied EU citizens support them financially.



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

4. RESIDENCE OF CLOSE RELATED PERSONS



In addition to the status as a related persons, further requirements must be fulfilled. There must be a reason for residence. In the case of relatives, this can be that they are financially dependent on the EU citizen or being cared for by the EU citizen. In the case of cohabitants, they must 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 related to the EU citizen at the Foreigners Registration Office. This is the case if there is a close and stable family relationship or partnership 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,
- underage 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 life partnership), if there is a provable, long-term relationship (i.e. similar to marriage). Persons who are married or in a life partnership at the same time are disqualified from assuming the status of a cohabitant.

The Foreigners' Registration Office makes the decision about 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 with the EU citizen entitled to freedom of movement
- 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 in accordance with your right to the freedom of movement, 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 Foreigners Registration Office.

Family members and related persons 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 suffered a complete reduction in earning capacity, e.g. due to an accident at work or occupational disease (§ 4a (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 local naturalisation 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 time slots 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 an EU 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 requires an application, you provide appropriate documents to prove that you fulfil the conditions for obtaining German citizenship. As a rule, you 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, about the naturalisation procedure, the requirements and the mandatory naturalisation test.

CONTACT POINTS AND ADVICE LOCALLY



Migration Counselling for Adult Immigrants (MBE)

Youth Migration Services (JMD)

WelcomeCenter Sachsen-Anhalt

Foreigners' Registration Office

INFORMATION MATERIALS



Make it in Germany

(Welcome to Saxony-Anhalt) Willkommen in Sachsen-Anhalt

Welcome to Germany

Praxisleitfaden für EU-Arbeitnehmerinnen und Arbeitnehmer in Deutschland

(Advice for EU citizens: the rights to freedom of movement in family set-ups). Only available in German

(Excluded or privileged? Regarding the situation of EU citizens and their family members under residence and social law). Only available in German



2. HOUSING

- 1. FINDING A SUITABLE FLAT
- 2. THE TENANCY AGREEMENT
- 3. RENT AND DEPOSIT
- 4. FLAT DEFECTS
- 5. TERMINATING A TENANCY AGREEMENT
- 6. HOUSING BENEFIT

1. FINDING 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.

The cooperative housing providers are important points of contact if you are searching for a flat on the spot. The local housing office can also help you find a flat. They often broker flats directly.

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 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 should not exceed two net basic rental payments plus VAT. The local housing office can also help you find a flat.

The following applies to Saxony-Anhalt: compared to the national average and especially to large cities in western Germany, the housing market offers relatively modest 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 of which affordable housing is a characteristic feature. In addition, many cities and municipalities in Saxony-Anhalt have social housing. As a rule, this may only be rented to people with low incomes. For this you need a **Wohnberechtigungsschein** (certificate of eligibility for housing), which you can obtain from your local housing office.

Market leading network portals such as www.immobilienscout24.de (1), www.immowelt.de (2) or www.immonet.de (3) are suitable for an individual flat search.

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 an EU citizen.

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



1



2



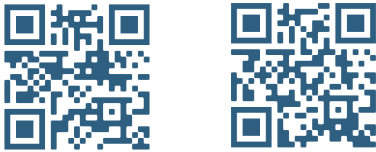
3



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, these are 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 log**.*

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.

Open-ended 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 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 with your contractual partners via personal down payments. 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 basic rental payments (monthly rent excluding service charges).

The 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. FLAT DEFECTS

If you notice defects or (technical) faults in the flat, you as a tenant must inform the landlord so that he can remedy the defect 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 Deutscher Mieterbund (German Tenants' Association) 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 your tenancy agreement being terminated by the landlord.

5. TERMINATING A TENANCY AGREEMENT

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 no later than the 3rd working day of a month, this month already counts as part of the notice period.

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

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.



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 for 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. (German Tenants' Association)
Membership required

Tenants' associations in Saxony-Anhalt

Migration Counselling for Adult Immigrants (MBE)

Youth Migration Services (JMD)

WelcomeCenter Sachsen-Anhalt

INFORMATION MATERIALS



Application forms and information about the entitlement to housing benefit:
Ministry of Infrastructure and Digital Affairs
www.mid.sachsen-anhalt.de/infrastruktur/bauen-und-wohnen/wohngeld/

Welcome to Germany



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 what options you have, as an EU citizen, to learn German and what 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 advice centres and contacts you can turn to in Saxony-Anhalt.



2. VOCATIONAL LANGUAGE COURSES

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

Subject to 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 trainee/apprentice.



3. LEARNING 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) is 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 Landesverband der Volkshochschulen (State Association of Adult Education Centres) 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 LOCALLY



- Migrant Counselling for Adult Immigrants (MBE)
- Youth Migration Services (JMD)
- Employment agency and your Job centre
- Adult education centres in Saxony-Anhalt

INFORMATION MATERIALS AND PORTALS



- Welcome to Germany
- Integration courses near you:
 - Federal Employment Agency search form;
 - BAMF information system
- 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-SEEKING WITH THE SUPPORT OF THE EMPLOYMENT AGENCY
2. TAKING ADVANTAGE OF THE PLACEMENT BUDGET TO GET A JOB
3. SUPPORT THROUGH PROFESSIONAL INTEGRATION MEASURES
4. FURTHER TRAINING WITH THE HELP OF THE TRAINING VOUCHER

PART 2: EMPLOYMENT REGULATIONS AND LAWS

1. THE EMPLOYMENT CONTRACT
2. PAYMENT OF THE MINIMUM WAGE
3. WORKING HOURS AND LEAVE ARRANGEMENTS
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 A LOSS OF EMPLOYMENT

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

PART 1: LOOKING FOR WORK

1. JOB SEEKING WITH THE SUPPORT OF THE EMPLOYMENT AGENCY

An important first step in your job search in Germany is to register with the **Bundesagentur für Arbeit (Federal Employment Agency) (1)** as a "job seeker". The prerequisite for this is a valid registration address. Post sent to the registered address must be able to reach you. It is your contact address with the 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 seeking including the application and interview,
- job selection,
- professional development and retraining,
- changes of profession and job,
- further vocational training, etc.

**In this chapter,
you will learn**

what instruments can be used
to support your search for
work, what possibilities exist
for professional integration,
what you have to pay atten-
tion to in your employment
contract and what you should
do in case of dismissal and
unemployment, taking into ac-
count the special forms
of work.

At the end of the chapter you,
will also find the advice
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 an indication of your German language skills beforehand. In this case, the employment agency can provide you with an interpreter hotline.



The employment agency provides its service free of charge. As soon as you have registered as a job seeker, you should take advantage of the services offered by the local employment agency to find a job. Arrange a personal consultation to discuss your individual situation.

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 employment 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. TAKING ADVANTAGE OF THE PLACEMENT BUDGET TO GET A JOB

As an EU worker, you can apply for financial support from the **placement budget** if you want to take up a job that is subject to social security 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 PROFESSIONAL INTEGRATION MEASURES

If you are unemployed or at risk of losing your job, you can be supported through "activation and professional 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 include, for example

- job application training,
- skills assessment,
- coaching,
- vocational knowledge transfer incl. job-related language support
- trial work
- a 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.



The prerequisite for support from the placement budget is that you are threatened with unemployment. Support will not be granted if you have an unterminated or open-ended employment contract 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 training voucher is a **discretionary benefit**. You have no legal entitlement to it. You can only receive an education voucher after a personal consultation. Make an appointment with your employment agency or job centre.



4. FURTHER TRAINING WITH THE HELP OF THE TRAINING VOUCHER

With the Bildungsgutschein (training voucher), the employment agency supports your vocational training 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 a **training voucher** from your employment agency if you meet the eligibility criteria. It certifies that the costs of further training (course costs, travel costs, costs of 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.

The continuing professional development measures include:

- adjustment training
- preparation for an external examination
- partial qualifications
- retraining with a training provider
- individual in-house retraining or
- part-time vocational training (possible in conjunction with job-related language support).



ALTMÄRKER FLEISCH UND WURSTWAREN GMBH, LANDKREIS STENDAL

PART 2: EMPLOYMENT REGULATIONS AND LAWS

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:

- the name and address of the employer and employee
- the start date and duration of the employment
- the nature of the work and a description of your duties
- the place of work
- the amount of the remuneration (usually gross salary)
- the composition of the remuneration (basic salary, supplements and bonuses if applicable)
- the working hours
- leave
- the notice periods for terminating the employment contract
- reference to applicable collective agreements or company and works agreements.

The information on pay, working hours, leave and notice periods can be replaced with a reference to an applicable **collective agreement** or a company or works 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 training 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 the rent for your flat. 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 OF 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 being 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 may be unethical 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. On 1 October 2022, the statutory minimum wage rose to 12 euros an hour.

In Germany, the state customs administration checks whether the employer is complying 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** (BMAS hotline 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 page dedicate to the topic on the website of the German Trade Union Confederation (DGB)**.

3. WORKING HOURS AND LEAVE ARRANGEMENTS

In Germany, working hours are regulated by law. Working hours are 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 is not included in the working hours.

Your working hours may not exceed **8 hours per day**. With a few exceptions, rest breaks and the journey to and from work are not included in the working hours. The working hours 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 statutory or collectively agreed exceptions to this working hours regulation. The statutory exceptions are regulated by the Working Hours Act.

LEAVE

Workers in Germany are entitled to at least 24 working days of paid leave 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 the leave is usually longer. For young people, the leave regulations of the Youth Employment Protection Act apply. Depending on your 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 desired leave for operational reasons.



If you live in a household with persons whom you are raising, caring for or looking after independently, the statutory 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 an advice 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 your 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. PAY WITHOUT WORK

If you work in a company for more than four weeks and become ill, you have an entitlement payment of your regular wage by your employer 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 continue 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 pairs
- 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 information centre of the Office for the Equal Treatment of EU Workers to discover detailed information about 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 employer announces the dismissal. This case is rather rare, as special conditions must be fulfilled for this type of dismissal to be effective.

In the case of ordinary dismissal, 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 Protection against Dismissal 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 **Protection Against Dismissal 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 Protection against Dismissal Act does not apply because the employment relationship is too short or the business is too small, the employer can dismiss you 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 about your dismissal. Dismissal without consulting the works council is invalid.



A dismissal is only effective if it is in writing. Verbal dismissal or dismissal 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 will come into effect. This deadline must also be observed if your employment relationship is not subject to the Protection Against Dismissal 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 an advice centre as soon as possible.



IPT - PERGANDE, GESELLSCHAFT FÜR 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 hours 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.

PLEASE NOTE: 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. For this, 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 preclusive 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.



Take advantage the support of the trade unions or other advice 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 Protection against Dismissal Act.

You can bring an action for wrongful 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 appeal. Your aim in bringing an action for wrongful 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 for wrongful 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.

PLEASE NOTE: 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. You can find more information about this 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, **SOLVIT**, a free service provided by the national authorities 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 authority in the country where you last worked.

Your entitlement to unemployment benefits is subject to the same conditions as for 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. cross-border commuter), 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 security. If you were mainly employed for a short period of time, which was limited to no more than 14 weeks beforehand, 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 in person 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 face 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 authority 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.

Employable people, 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 employable**, for example due to illness or retirement age, and therefore cannot work, receive support under the Twelfth Book of the 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, the benefits are limited to 6 months.

Single persons or single parents currently receive 449 euros per month (2022). 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 for long enough before, you will only receive benefits according to SGB II (basic income support) 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 help, 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. inability to travel).

Detailed information can be found in **the Federal Employment Agency's leaflet Arbeitslosengeld II/Sozialgeld - Grundsicherung für Arbeitsuchende SGB II (Unemployment benefit II/social benefit - basic income support for job seekers SGB II)**.

You can also use the **FAQs of the Federal Ministry of Labour and Social Affairs**.



FAM MAGDEBURGER FÖRDERANLAGEN UND BAUMASCHINEN GMBH



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.



TOTAL REFINERY, SAALE DISTRICT

CONTACT POINTS AND ADVICE LOCALLY



BemA – Beratung migrantischer Arbeitskräfte (Advice for migrant workers)

Migration Counselling for Adult Immigrants (MBE)

Youth Migration Services (JMD)

Employment agency , job centre

INFORMATION MATERIALS AND PORTALS



Wissen ist Schutz!

Was Sie wissen sollten, um in Deutschland erfolgreich zu arbeiten. (Knowledge is protection! What you need to know in order to work successfully in Germany).

Practical guide for EU workers in Germany

Everything you need to know about work, training, and studies

Welcome to Germany



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 PROFESSIONAL RECOGNITION

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 degrees and qualifications are decisive for your chances of employment and adequate pay in the German labour market, the recognition of your degrees and qualifications should be at the forefront of your efforts to find well-paid work.

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 bodies will support you with the professional recognition.

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

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), and the profession of a 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 bodies in Germany that are responsible for recognising vocational qualifications. The decisive factor is which occupation is involved. You can find out which body 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 body where you can apply for the determination of equivalence for your profession.



3. RECOGNITION OF PROFESSIONS WITHOUT A RECOGNISED QUALIFICATION

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

4. RECOGNITION OF SCHOOL AND UNIVERSITY QUALIFICATIONS

The certificate recognition offices of the federal states decide whether a qualification is equivalent to a German school-leaving qualification 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 (**ZAB (2)**) and receive an assessment of which German university degree is comparable to your qualification. This means that you will not only be able to get into a job much more quickly, but also one that corresponds to your qualifications. 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 carry out an assessment for you to determine the level at which 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 "Recognition in Germany" portal provides comprehensive and profile-based information on the various regulations and procedures for professional **recognition in Germany**. The portal's "Recognition Finder" 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 advice centres?
- How does the recognition procedure work?
- What can I do if I do not get the recognition?

Citizens from the EU have the option of using the German assistance centre in accordance with 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 LOCALLY

Local advice:
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.

Migration Counselling for Adult Immigrants(MBE)
Youth Migration Services (JMD)

INFORMATION MATERIALS AND PORTALS

Practical guide for EU workers in Germany
Recognition of your professional qualification - procedure from abroad
Recognition of foreign professional qualifications
IQ Netzwerk Sachsen-Anhalt checklist
Everything you need to know about work, training and studies
Welcome to Germany





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. Citizenship of the Union 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)

For every citizen of the Union, the status of citizenship of the Union shall include:

- 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 European Ombudsman, who is 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 receive 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
- work there without the need for a work permit,
- live there for that purpose,
- 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 persons not in employment.

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 subsistence benefits if your income is too low.

For job seekers, right to equal treatment means:

You are entitled to the same support from the public employment authorities 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 facilitation of home ownership,
- social and tax benefits, including supplementary subsistence benefits if your income is too low.

You must also be treated in the same way as your colleagues who are German nationals in the workplace. 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 details of the legal rules 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, are often affected by discrimination, regardless of how long they have lived in Germany. 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 the 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. For 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. For example when supervisors or colleagues tell jokes to a gay colleague the latter's 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 origin or race, religion or world view, 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 **Federal Office for the Equal Treatment of EU Workers (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 LOCALLY



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 advice for people who have experienced disadvantages in various areas of life. The Anti-Discrimination Agency offers qualified advice and support for people who have been discriminated against on the basis of

- ethnic origin
- gender
- religion or world view
- disability
- age
- sexual identity.

The Anti-Discrimination Agency listens, helps the person seeking advice to find possible solutions and supports them with the next steps. The advice is free of charge and confidential.

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

Migration Counselling for Adult Immigrants(MBE)

Youth Migration Services (JMD)

INFORMATION MATERIALS AND PORTALS



Excluded or privileged? Regarding the situation of EU citizens and their family members under residence and social law)
Only available in German

DIRECTIVE 2014/54/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 16 April 2014 on measures facilitating the exercise of rights conferred on workers in the context of freedom of movement for workers



K+S AG, ZIELITZ

6. VOCATIONAL TRAINING – SCHOOL – UNIVERSITY

1. FORMS OF TRAINING
2. DUAL VOCATIONAL TRAINING
3. SCHOOL-BASED VOCATIONAL TRAINING
4. TRAINING FOR HIGH-SCHOOL GRADUATES
5. CONTINUING PROFESSIONAL DEVELOPMENT
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),
- **training for high-school graduates** or special training programmes for the business community,
- **university studies and dual studies,**
- **continuing professional development.**

Vocational education and training must not be confused with continuing professional development (CPD), 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 also finds approval 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 continuing professional development 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 advice 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 the which occupational fields for which your language of origin makes you particularly suitable 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 - better known as **Schüler - BAföG**.

4. TRAINING FOR HIGH-SCHOOL GRADUATES

Training for high-school graduates 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 high-school graduates and are referred to as "special training programmes for the business community" or training for high-school graduates.

These training programmes are characterised by practical relevance, a close connection to the needs of the business community and high theoretical standards. At the vocational school, knowledge of book-keeping, accounting, marketing, IT or foreign languages is taught in special classes.

There is special training for high-school graduates 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 UNIVERSITY HALLE-WITTENBERG

During the training period, you receive 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 PROFESSIONAL DEVELOPMENT

A distinction is made in continuing professional development:

- **further training** (adaptation of knowledge in the learned occupation),
 - **retraining** (professional reorientation),
 - **vocational upgrading** or additional qualification.
- In principle, CPD 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**).

Vocational upgrading 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 occupation 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 retraining measure, but this then constitutes training, rather than retraining.

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 if, due to the constant structural change in the labour market, there is a changed demand 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 course, 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 Chamber of Industry and Commerce 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 (retraining period of at least 21 months) and technical professions 3.5 years (retraining period of up to 28 months).

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, when children enter primary school. The primary school ranges from 1st to 4th grade (in Berlin and Brandenburg 1st to 6th) 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 federal states, parents can also choose the primary school for their children themselves.

TRANSITION FROM PRIMARY SCHOOL TO LOWER SECONDARY SCHOOL

In the last year of primary school, the decision is made as to which secondary school (lower secondary level) 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 courses of education offered by the individual schools at lower and upper secondary level differ greatly from each other.

The following types of school exist at lower secondary level:

- **Hauptschulen** (up to 9th or 10th grade)
- **Realschulen** (up to 10th grade)
- **Schools with more than one course of education** (a Hauptschulabschluss or Realschulabschluss can be obtained here)
- **Gymnasiums** (up to 9th grade)
- **Comprehensive schools** (all qualifications can be obtained here)

Upper secondary level comprises the following schools

- the **gymnasiale Oberstufe** (Gymnasium 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 (qualification: Hauptschulabschluss),
- the Realschule (qualification: Realschulabschluss / Mittlere Reife / Mittlerer Schulabschluss),
- the Gymnasium (qualification: 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 courses at different levels in the individual subjects - so-called remedial, basic and advanced courses.

In principle, it is possible to **change** from one type of school to another in the course of a child's 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)**
- **Gymnasium (5)**
- **Special schools (6)**
- **Second-chance schools (7)**





The earliest date a child can or must attend school varies from state to state. Find out about the regulations in your federal state from the education authority in your municipality or city and 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 (Gymnasium or vocational school) is compulsory.

Attendance at state schools is free of charge. In addition, there are also private 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. In particular, 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 works with the teachers and schools to organise 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 by advice.

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 document on 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" (Notes regarding the execution of the language assessment test) as an important support for language assessment.

The Saxony-Anhalt Education Authority also provides common 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 is an attractive centre for higher education. The state's higher education institutions cover the broad spectrum of different types of higher education institutions. There are of higher education, including universities, 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 and Design 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.

In general, this is the the Abitur or the Fachhochschulreife. However, there are also other paths 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 specific higher education entrance qualification, 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 vocational upgrading 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.

WORKING PEOPLE WITHOUT A HIGHER EDUCATION ENTRANCE QUALIFICATION

Under certain circumstances, working people 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 art or design courses, evidence must be provided of a particular artistic aptitude. This evidence can be provided through portfolios of drawings, watercolours, photographs or similar, through specimen pieces of work or through special aptitude tests.

FINANCING AND TUITION FEES

There are various ways to finance your training 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 options 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 "domestic scholarships".





CONTACT POINTS AND ADVICE LOCALLY



Saxony-Anhalt Education Authority

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

Migration Counselling for Adult Immigrants(MBE)

Youth Migration Services (JMD)

IQ Netzwerk Sachsen-Anhalt

INFORMATION MATERIALS AND PORTALS



Everything you need to know about work, training and studies

Welcome to Germany

DAAD information portal



7. HEALTH AND WELFARE

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

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 dependents in case of illness or old age.

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

1. HEALTH INSURANCE FOR A TEMPORARY STAY IN GERMANY

If you are only staying in Germany temporarily, 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 (PRC)** from your health insurance provider. This can also be sent to you by fax or electronically.

You can use the EHIC or PRB 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!





The EHIC/PRB 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 **European Health Insurance Patient Declaration form**. It will be issued 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 FOR 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 Document S2") issued by your health insurance provider 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 LIVE IN GERMANY

If you have moved your place of residence, and thus your usual abode, 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:

- **statutory health insurance** and
- **private health insurance**.

As a member of the statutory health insurance system, 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 euros 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 the residence in Germany, family circumstances and the 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 ensure that you are a member of 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 (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). A health insurance fund must be informed in writing of the voluntary insurance within three months. There will be no gap in your insurance cover, as health insurance in Germany will follow immediately. Have the health insurance fund 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. Get all the necessary information 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 statutory health insurance system. The contributions to the statutory health insurance are paid by the social assistance provider (municipal social welfare office) according to § 32 (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 assistance provider (§ 32 (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

Germany, 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 advice 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 statutory health insurance 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 the 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 an SI form. 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 Non-statutory Welfare Organisations and the Office for the Equal Treatment of EU Workers.



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 for an 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 security benefits in the event of illness, accidents at work and occupational diseases is available on the websites of the National Association of Statutory Health Insurance Funds and the German Social Accident Insurance Association.

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 provider will then automatically check your claims. You do not need to make an application or a report.

6. HEALTH-CARE PROXY

In times of free movement of workers and increasing labour migration, more and more people are living in transnational family relationships. This leads to a number of legal problems. One example of this is **health care proxies**, in which older people give their relatives power of attorney to make certain legal dispositions.

However, problems can arise in the transnational recognition of these proxies. The national legal systems impose very different requirements on the form and content of healthcare proxies. 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 "**Betreuungsrecht**" (**Care Law**) (in easy language) in the chapter "Vorsorgevollmacht" (Healthcare Proxy).

With the "**Vorsorgevollmacht**" form (issued by the Ministry of Justice and Equality of Saxony-Anhalt), you have the option of calling up a sample form for a healthcare proxy, which you can adapt to your personal needs.



CONTACT POINTS AND ADVICE LOCALLY



Migration Counselling for Adult Immigrants(MBE)

Youth Migration Services (JMD)

INFORMATION MATERIALS AND PORTALS



Healthcare for EU citizens

Welcome to Germany

Knowledge is protection! What you need to know in order to work successfully in Germany

Guide to health insurance. Only available in German

Care and prevention - that concerns everyone to some extent
Only available in German

Excluded or privileged? Regarding the situation of EU citizens and their family members under residence and social law.
Only available in German



HARZ NATIONAL PARK

8.

SOCIAL LIFE AND FAMILY

1. BENEFITS DURING PREGNANCY
2. CHILD BENEFIT
3. CHILD ALLOWANCE
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 subsidy schemes you can use as parents to provide for your children in Germany.

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

1. BENEFITS DURING PREGNANCY

The **Maternity Protection Act (MuSchG)** applies to (expectant) mothers who are working 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. piecework, 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:

- **the maternity allowance,**
- 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 with mandatory social insurance 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 working (employed or self-employed) or are a family member of an EU national (§ 2 (2) No. 1 or § 2 No. 2–7 Freedom of Movement Act/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.

PLEASE NOTE: if your right to freedom of movement results exclusively from the purpose of seeking employment (§ 2 (2) No. 1a Freedom of Movement Act/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 place of 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 (employed or self-employed) or income from trade or business (§ 2 (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 [FAQs](#).

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. As of 1 January 2023, the child benefit is 250 euros per month.

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 from the family benefits office) can be found in several languages on the [website of the family benefits office \(1\)](#).



If your family lives in another EU country, you must first clarify which country is responsible for paying child benefit. You may 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

3. CHILD ALLOWANCE

CHILD BONUS

To provide families with additional support in times of extraordinary strain, there is a one-off child bonus of 100 euros for each child. This was paid in July. It is credited against the child tax allowance. The child bonus is paid for each child for whom there is an entitlement to child benefit in at least one month. Therefore, parents even receive the bonus for children who were born later in 2022 – after the bonus was paid in July.

INSTANT CHILD ALLOWANCE

Since July, children, teenagers and young adults who are growing up in families with a low income or no income have received a monthly instant supplement of 20 euros. This applies until the introduction of the guaranteed child allowance. The supplement goes to all children who live in families that have to manage on Hartz IV, receive housing benefit, are entitled to a child allowance or receive benefits under the Asylum Seekers Benefits Act.

CHILD ALLOWANCE

Families with a low household income are also being supported with an increase in the child allowance. The child allowance is an additional financial support for gainfully employed parents who earn enough for themselves, but not or just barely enough to cover all of the family's living expenses.

The maximum amount of the child allowance was increased to 229 per month per child on 1 July 2022, in the wake of the introduction of the instant child allowance. In order to reduce the strain caused by inflation, the maximum amount of the child allowance will be increased again from 1 January 2023 to 250 euros per month.



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

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 subject to the above-mentioned conditions.

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.

The **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 the parental allowance if the child is resident in Germany or one parent is or was employed in Germany.

You can receive the parental allowance if

- you look after and bring up your child yourself after the birth,
- you live in the same household as the child,
- 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 the 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 has a minimum amount of 300 euros and a maximum of 1,800 euros per month. Fathers and mothers can receive it for a maximum amount 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



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





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 the parental allowance (ElterngeldPlus). Read more about this in the [FAQs](#).

i For all family benefits for EU workers, the country in which the parents work is primarily responsible for paying family benefits. You are considered to be employed even during parental leave, 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. The other (subordinate) state may have to pay the difference if the benefit would be higher there than in the state with primary responsibility.

5. CHILDCARE

Children from the age of 1 have a **legal right** to a place in a nursery or in a day-care centre. This entitlement to care for the child applies from their 1st birthday until they start 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 nursery or by a childminder. To get a childcare place, you have to apply to the [responsible youth welfare office](#).

Many youth welfare offices in Germany provide the relevant forms and information as well as an overview of the childcare costs online. The youth welfare offices also offer personal counselling for parents and help them to find a suitable childcare place.

Childcare in a nursery 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 nursery and at school. In all federal states, language tests take place in the nurseries (at the latest before enrolment) to determine whether the child needs further German lessons. This ensures that a child can follow the lessons.



It is important for your child's success at school that they speak 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 nursery 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 allowance. 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

- subsidies for excursions and trips within the framework of the nursery and school,
- provision of school supplies through a lump sum of 156 euros per school year,
- subsidies for transport to school,
- subsidies for extracurricular learning support (extra tuition) to help pupils achieve their required standard or a school-leaving certificate,
- subsidies for communal lunches at school, at the nursery and at after-school care centres,
- and a budget for participation in the social and cultural life of the community of up to 15 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.



*If you want to have your child looked after, you must register them 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.*





CONTACT POINTS AND ADVICE LOCALLY



Migration Counselling for Adult Immigrants(MBE)

Youth Migration Services (JMD)

Youth welfare offices in Saxony-Anhalt

Family benefits offices in Saxony-Anhalt

Pregnancy advice centres in Saxony-Anhalt:
<https://ms.sachsen-anhalt.de/themen/familie>

Multilingual pregnancy advice from the Federal Ministry for Family
Affairs, Senior Citizens, Women and Youth
<https://www.schwanger-und-viele-fragen.de/de.html>

INFORMATION MATERIALS AND PORTALS



Welcome to Germany

Maternity protection guidelines. Only available in German

Parental allowance and parental leave). Only available in German

Child benefit leaflet

Child allowance leaflet

Excluded or privileged? Regarding the situation of EU citizens and
their family members under residence and social law).
Only available in German

Saxony-Anhalt nursery directory



9.

PENSIONS, INSURANCE AND TAXES

- 1. STATE SOCIAL SECURITY
- 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

what kinds of insurance are obligatory if you are residing permanently or temporarily in Germany, 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 advice centres and contacts you can turn to in Saxony-Anhalt.

1. STATE SOCIAL SECURITY

The social security system in Germany includes protection against the major risks. If you work in Germany with mandatory social security contributions, you are usually a member of the following statutory security 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.
- **Statutory unemployment insurance (5)** pays an income during the job search under certain conditions and supports the job search through advice and placement services.

1



2



3



4



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

Membership of social security schemes 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 security system.

Your employer must **register** you for **social security**. 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 to enable 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 the start of the 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 must 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 are no longer receiving 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 your **earning capacity is reduced** in the course of your working life, i.e. if you can no longer work or can only work to a limited extent 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.

For people born in 1946 or earlier,, the **65th birthday** is decisive for drawing the standard old-age pension. For the following birth cohorts, the standard retirement age is gradually being 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 in special personal circumstances, 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 FUND

and the
German Pension Insurance FUND Knappschaft-Bahn-See

and the
German Pension Insurance FUND 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 a company and/or private pension.

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. APPLYING 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 online service for individuals and companies.

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 Fund 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 are broken, for example after a fire, burglary or water damage. The cost of the household contents insurance policy depends on the size of your home, among other things. Household 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 motor vehicle liability 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
- your usual abode is in Germany, i.e. for more than six months (183 days) in a calendar year.

The tax liability applies to your entire income. This means income from different sources (e.g. wages, pensions and rental income). It 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 security 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 assessed income tax. It is submitted to the tax office by the taxpayer or the latter's 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 in the event of 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 consultant's 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 LOCALLY



- Migration Counselling for Adult Immigrants (MBE)
- Youth Migration Services (JMD)
- German Pension Insurance Fund
- Saxony-Anhalt Consumer Advice Centre

INFORMATION MATERIALS AND PORTALS



- Living and Working in Europe
- Welcome to Germany
- Knowledge is protection! What you need to know in order to work successfully in Germany
- Overview of social security
- Pension guidebook
- Additional old-age pension
- Pension for reduced earning capacity



VISIT TO THE BODETAL THERME IN THALE IN THE HARZ MOUNTAINS

10.

ASSISTANCE FOR PEOPLE WITH DISABILITIES

1. SPECIAL BENEFITS FOR PEOPLE WITH DISABILITIES
2. SAXONY-ANHALT ACT ON EQUALITY FOR PEOPLE WITH DISABILITIES

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 play an important role in shaping 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 benefits 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 have a dependent with a disability, you should seek personal advice. Free advisory services specifically for people with disabilities and their relatives about all the issues relating to 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 offered in Saxony-Anhalt**.

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

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 ACT ON EQUALITY FOR PEOPLE WITH DISABILITIES

In 2001, Saxony-Anhalt was the first federal state in eastern Germany to pass a **Act on Equality for People with Disabilities**. The aim of the law was to underpin and concretise the prohibition of discrimination and disadvantage for people with disabilities that is 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 empowered 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 people 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 about the assessment procedure can be found on the **information portal of the Saxony-Anhalt State Administration Office**.

CONTACT POINTS AND ADVICE ON SITE



Information centre for people with disabilities and their relatives (EUTB)

Migration Counselling for Adult Immigrants (MBE)

Youth Migration Services (JMD)

Disabilities Commissioner of the State Capital Magdeburg

INFORMATION MATERIALS AND PORTALS



Guide for people with disabilities
Rehabilitation and participation of people with disabilities

Act on Equality for People with Disabilities

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
- 5. MEMBERSHIP OF A SPORTS CLUB
- 6. VOLUNTARY WORK AS A LANGUAGE MEDIATOR

1. EUROPEAN ORGANISATIONS AND ASSOCIATIONS IN SAXONY-ANHALT

EU citizens frequently have good social and digital networks in their community. In their community and their interaction often takes place via a variety of 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 intersection points 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, the largest organisations representing the interests of migrants from Europe include the statewide associations **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 Auslandsgesellschaft 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 AGSA, most of which work on a voluntary basis, offer social points of contact for new immigrants. 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 estab-
lish social contact with your
fellow countrymen and
women, what opportunities
are open to you for voluntary
work and how many different
ways there are to get
involved in associations -
from 'cultural' associations -
to 'sports clubs'.*

*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 Network of Migrant Organisations (LAMSA) has represented the political, economic, social and cultural interests of people with a migration background at a 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 advice
- events such as language cafés, sewing courses, language courses, further training courses
- educational services such as homework supervision
- programmes for parental education
- programmes for social integration and voluntary work

The member associations organised in 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 to engage in a bilateral exchange, to keep up their language and culture and to provide support to their compatriots as they arrive and settle in Saxony-Anhalt:

- **Association of Poles in Magdeburg (1)**
- **Centro Italiano di Cultura Sachsen-Anhalt e.V. (CIMA e.V.) (2)**
- **German-Bulgarian Sociocultural Association (3)**
- **German-Finnish Society Saxony-Anhalt State Association (4)**
- **German-French Society Magdeburg (5)**



- **German-Italian Society (1)**
 - **German-Polish Society Saxony Anhalt (2)**
 - **International Centre for Culture, Education and Social Affairs in Saxony-Anhalt (3)**
 - **Association of Germans from Russia (4)**
 - **Association for the Promotion of Understanding between People of Different Nations (5)**
 - **Hungary in the Middle of Saxony-Anhalt (6)**
 - **World Union of Magdeburg Jews - (WMJ) (7)**
- These organisations campaigned for the active shaping of life and work in the European Union:
- **Europa Union Germany Saxony-Anhalt State Association (8)**
 - **Young European Federalists Saxony-Anhalt (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 within Europe - with EU citizens as the numerically largest immigrant group.

A large part of the communication in the communities takes place via various social media channels. 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 champion the equality and equal participation of immigrants and support, in a variety of 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 OF 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.



5. VOLUNTARY WORK AS A LANGUAGE MEDIATOR

Keeping up their own language of origin is a basic concern for all EU nationals in Germany. It is an important goal of the education policy, which is aimed at comprehensive integration.

Voluntary work as a language mediator is a good way for multilingual people to use their language skills, for example for a migrant association or an umbrella association that brings together many different communities. In Saxony-Anhalt, these are, for example, LAMSA e.V. throughout Saxony-Anhalt and AGSA e.V. in Magdeburg.

How does it work? If you speak German and another language well, you can, for example, accompany someone to a public authority or an advice centre and act as an interpreter for their conversation there. Language mediation can also take place over the telephone or by video conference. You can also help with the written translation of short parent letters or information about events. There are a variety of ways to support the arrival of integration of people who speak your first language.

Volunteer language mediators are always being sought in Saxony-Anhalt. For example by the association LAMSA e.V., which has set up a language mediator service for the whole of Saxony-Anhalt and coordinates the assignments. The project is called "SiSA – Sprachmittlung in Sachsen-Anhalt" (SiSA – Language Mediation in Saxony-Anhalt). Registered volunteers receive basic language mediation training here. The project also offers further training and exchange meetings.



*You can work as a language mediator in collaboration with an association **on a voluntary basis and in addition to your principal occupation.***

*You can be paid **volunteer compensation.** This amounts to a maximum of € 840.00 per year (as at: 2022). You do not have to pay tax on this amount and you do not have to issue an invoice for your voluntary work. Through language mediation, you can help your community with often complicated communication situations.*

You can obtain further information by emailing sprachmittler@lamsa.de.
If you write an email, you can also sign up as a volunteer language mediator.

CONTACT:

LAMSA e.V.
Bernburger Str. 4
06108 Halle (Saale)

sprachmittler@lamsa.de

CONTACT POINTS AND ADVICE LOCALLY



Saxony-Anhalt Network of Migrant Organisations (LAMSA)

Auslandsgesellschaft Sachsen-Anhalt e. V. (AGSA)

Advisory Council for Integration and Migration of the State Capital
Magdeburg

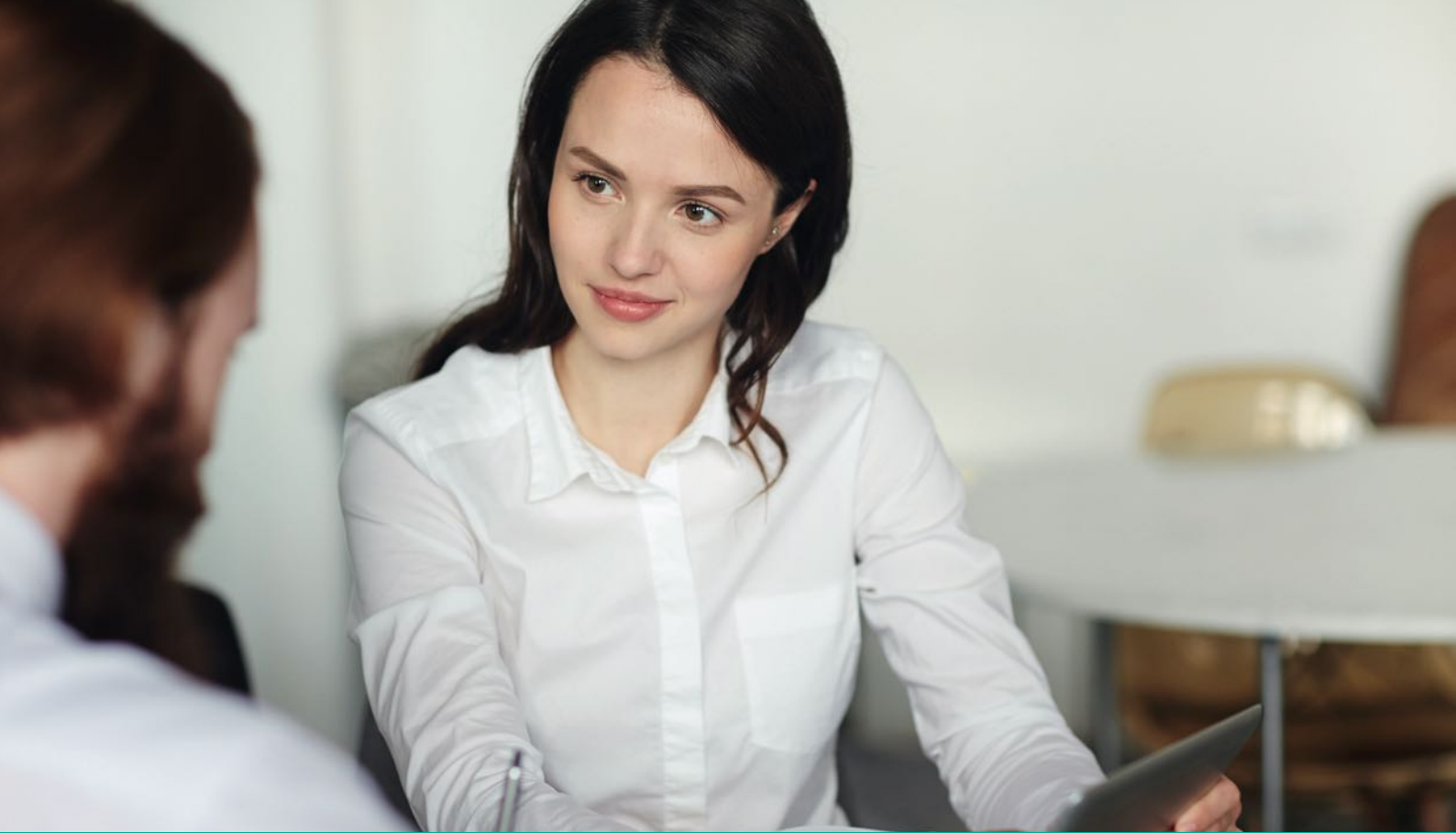
INFORMATION MATERIALS AND PORTALS



Sports clubs and professional associations in Saxony-Anhalt

Foreigners' advisory councils in Saxony-Anhalt

Club search for popular sports in Saxony-Anhalt



12.

ADVICE CENTRES AND CONTACT POINTS IN SAXONY-ANHALT

1. ADVICE CENTRES IN SAXONY-ANHALT FOR YOUNG PEOPLE AND ADULTS
2. OTHER COUNSELLING CENTRES
3. ORIENTATION IN THE ADVICE AND COUNSELLING LANDSCAPE OF SAXONY-ANHALT
4. REQUEST TO THE OFFICE FOR THE EQUAL TREATMENT OF EU WORKERS

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

Relevant contact points for providing EU citizens with advice are the **Migration Counselling for Adult Immigrants (MBE)** and the **Youth Migration Services (JMD)**. Both services are represented throughout Saxony-Anhalt. The associations of the Federation of Non-statutory Welfare Organisations 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
- determination of the 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 from 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

what advice centres are open to you as an EU national, how you can find and establish contact with your fellow countrymen locally, what 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 advice centres and contacts you can turn to in Saxony-Anhalt.





SEPARATE ADVICE AND SUPPORT (gBB) MIGRATION CENTRES IN SAXONY-ANHALT FOR YOUNG PEOPLE AND ADULTS

The advice centres of the Separate Advice and Support in Saxony-Anhalt (gBB) can also be used by citizens of the European Union. The gBB provide support, for example, with the rapid integration into the cultural and social environment in Germany, with finding accommodation and work, they support people in crisis situations and advise on questions of language support, further education, law and integration.

The gBB are represented locally throughout the state. 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 counselling centres, which are essentially offered by the associations of the Federation of Non-statutory Welfare Organisations.

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

The services offered by the counselling centres are free of charge, confidential and, if desired, anonymous. If necessary, counselling 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:

- [Child Protection Agency Saxony-Anhalt State Association \(1\)](#)
- [Counselling centres for victims of sexual violence \(2\)](#)
- [\(Saxony-Anhalt Intervention and Coordination Centre in the event of Domestic Violence and Stalking\) \(3\)](#)
- [Specialist Centre Vera for the Protection of Women and Girls \(4\)](#)
- [Consumer Advice Centre - debtor counselling \(5\)](#)
- [Other victim support organisations in Saxony-Anhalt \(6\)](#)
- [Network for a life without violence \(7\)](#)

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 ADVICE COUNSELLING LANDSCAPE OF SAXONY-ANHALT

COORDINATION CENTRES FOR INTEGRATION AND MIGRATION

Further guidance on advice and 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 advice. They offer professional referral advice to local persons and counselling centres who can help you with your concerns. You can find the contacts at 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 advice 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 advice locations in the desired region or town.

4. REQUEST TO THE OFFICE FOR THE EQUAL TREATMENT OF EU WORKERS

If you would like advice or information for yourself or your family members, you also have the option of using a form to submit a request to the supra-regional Office for the Equal Treatment of EU Workers.

Use the relevant form from **the Office for Equal Treatment** for your request for advice.



CONTACT POINTS AND ADVICE LOCALLY



Migration Counselling for Adult Immigrants(MBE)

Youth Migration Services (JMD)

Auslandsgesellschaft Sachsen-Anhalt e.V. (AGSA)

Saxony-Anhalt Network of Migrant Organisations (LAMSA)

INFORMATION MATERIAL AND PORTALS



"Compass Saxony-Anhalt" digital map

Saxony-Anhalt integration portal:
<https://integrationsbeauftragte.sachsen-anhalt.de/beratung-netzwerke/beratungsstellen/>

KEYWORD INDEX

Employment agency (AfA) 33, 35, 37, 38, 40, 49, 50, 53, 71
General social counselling 122
Proof of entitlement ("Portable Document S2") 82
Anti-Discrimination Agency 65, 134
Residence card 21, 22, 23
Right of residence 23, 24, 84
Training 33, 53, 55, 56, 57, 60, 61, 67, 68, 69, 70, 77, 79, 94, 121, 131
Auslandsgesellschaft Sachsen-Anhalt e. V. (AGSA) 113, 119

Act on Equality for People with Disabilities 110
Advice centres 10, 19, 25, 31, 35, 48, 53, 57, 65, 79, 84, 85, 87, 95, 97, 107, 111, 119, 121, 122, 123, 124
Vocational schools 16, 61
Care law 87
Company or works agreement 41

Clearing centres 85

German as a foreign language 34, 75
German Pension Insurance Fund 71, 102, 103, 107
German Pension Insurance Fund Knappschaft-Bahn-See 102
German Pension Insurance Fund Central Germany 102
German language skills 62
Discrimination 13, 63, 64, 65, 110, 134

Income tax return 105
Residents' Registration Office 20
Parental allowance 92, 93, 97
Parent letters in translations 75
Parental leave 17, 92, 93, 97
Posted persons 100

Information centre for people with disabilities and their families (EUTB) 109, 111
Right to freedom of movement 21, 24, 30, 90

Statutory unemployment insurance 99
Statutory health insurance 83, 99
Statutory long-term care insurance 99
Statutory pension insurance 99, 101, 102
Statutory accident insurance 71, 99

Trade union 48, 60, 62, 64
Office for Equal Treatment 10, 44, 64, 85, 124
Cross-border commuters 82, 100

Elster internet portal 105

Youth Migration Services (JMD) 25, 31, 34, 53, 57, 65, 79, 87, 97, 107, 111, 121, 125
Job centre 35, 40, 53, 71, 84, 95

Saxony-Anhalt Network of Migrant Organisations (LAMSA) 125

Migration Counselling for Adults (MBE) 25, 31, 35,
53, 57, 65, 79, 87, 97, 107, 111, 125

Maternity allowance 89

Maternity Protection Act 89

Victim support facilities 123

Qualification counselling 57, 132

Repayment clause 41

Debtor and insolvency counselling 122

Pregnancy conflict counselling 122

Language mediation/interpreting 75

Language tandem 34, 35

Scholarships 77

Addiction counselling 122

Collective agreement 41, 42, 43, 47

Placement budget 38, 39

Placement voucher 39

Health-care proxy 86, 87

Further training 37, 40, 41, 60, 61, 67, 69, 70, 72

Certificate of eligibility for housing 27

Housing 27, 61

Minimum wage 14, 42

Child benefit 89, 90, 91, 92

Child allowance 92

Education and participation package 95

IMPORTANT POINTS OF CONTACT 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 TRAINING

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

www.blickpunkt-migrantinnen.de (2)

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 (3)

Fachkraft im Fokus (FiF)

Willkommensbegleitung ausländischer Fachkräfte in Arbeit

www.fachkraft-im-fokus.de (4)

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 (5)

Handwerkskammer Magdeburg

Gareisstraße 10 | 39106 Magdeburg

Telefon: +49 391 6268151

info@hwk-magdeburg.de | www.hwk-magdeburg.de (6)

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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)

3



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)

4



KAUSA-Serviceestelle 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
 Haeckelstraße 10 | 39104 Magdeburg
 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 WOMEN AND GIRLS

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)

Halberstadt: www.ufv-halberstadt.de (2)

Wernigerode: www.frauenzentrumWR.de (3)

Wolfen: www.Frauenzentrum-Wolfen.de (4)

Halle: www.dornrosa.de (5)

HELP IN THE EVENT OF SEXUALISED VIOLENCE

Wildwasser Magdeburg e.V.
Ritterstraße 1 | 39124 Magdeburg
Telefon: +49 391 2515417
info@wildwasser-magdeburg.de | www.wildwasser-magdeburg.de

HELP IN THE EVENT OF XENOPHOBIC ATTACKS

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

NETWORKS AND SUPPORT IN EVERYDAY LIFE

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
Beratungsstelle & Begegnungszentrum
Neumarkt 6 | 06667 Weißenfels
Tel.: +49 3443 820 9720
stadtteilbuero@weissenfels.de | <https://www.weissenfels.de>

SUPPORT IN SPECIAL LIFE SITUATIONS



Beratungsstelle für Hörbehinderte e.V.
Halberstadt / Magdeburg / Stendal
Telefon: +49 3941 61 25 45 (HBS), +49 391 6 27 29 16 (MD),
+49 3931 712736 (ST)

Blinden- und Sehbehinderten-Verband Sachsen-Anhalt e.V.
Landesgeschäftsstelle Magdeburg
Telefon: +49 391 2 89 62 39
www.bsv-sachsen-anhalt.de

Behindertenbeauftragte der Landeshauptstadt Magdeburg
Frau Tanja Pasewald
Alter Markt 6 | 39090 Magdeburg
Telefon: +49 391 540-2342 / +49 391 540-2491
Tanja.Pasewald@stadt.magdeburg.de



WEISSER RING e.V.
Außenstelle Magdeburg
Telefon: +49 391 7271045
weisser-ring-magdeburg@web.de | www.weisser-ring.de



Stadt Weißenfels
Amt Gleichstellung und Integration
Markt 1 | 06667 Weißenfels
Tel.: +49 3443 370 466
integration@weissenfels.de | www.weissenfels.de

SUPPORT FOR YOUNG PEOPLE

Outlaw gGmbH Magdeburg
Schwiesaustraße 11 | 39124 Magdeburg
JUGEND STÄRKEN IM QUARTIER
Telefon: +49 391 6627 8063
jsiq.magdeburg@outlaw-ggmbh.de

J4B – JUGEND FÜR BILDUNG, BERUF, BERATUNG UND BEGLEITUNG
Telefon: +49 391 59818383
j4b.magdeburg@outlaw-ggmbh.de

BERUFLICHES SELBSTAKTIVIERUNGSCOACHING
Telefon: +49391 99017640
sac.magdeburg@outlaw-ggmbh.de
www.outlaw-ggmbh.de

Jugendhilfeverbund Magdeburg GmbH
Robert-Koch-Straße 4 | 39108 Magdeburg
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

Landesarbeitsgemeinschaft für Gebärdendolmetscher (LAG)
Sachsen-Anhalt e.V. Halle
Telefon: +49 345 6 89 00 10
E-Mail: ldz.leps@gmx.de oder lbst.traut@gmx.de





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