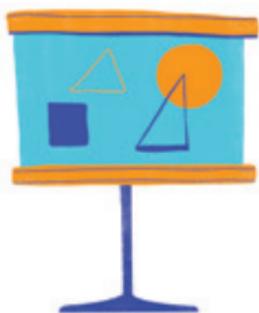




## A Successful Transition —

Information on school and work for new arrivals



Den Übergang gut meistern | Englisch

**A Successful Transition**

## Foreword

Dear Reader,

"Education is the key to integration" – this statement, or something like it, is quite likely something you have heard plenty of times since arriving in Germany. And getting to know and understand the German education system with all its opportunities for learning, training and further education is in fact very important when it comes to getting settled in Germany for good.

As someone who has recently arrived in Germany, we hope that this pamphlet will help you and your children learn about important points of contact and where to go for advice and support.

Integration through education works when everyone involved works together and when people know what support is available. In this series of publications, we want to do our bit to help you take responsibility for your own life in our region and to live your life the way you want to.

This pamphlet contains information on "A Successful Transition" in Esslingen. It is intended to help you as a parent find your feet quickly.

I would like to take this opportunity to express my heartfelt thanks to everyone who has worked on this pamphlet.

Katharina Kiewel  
Head of Social Affairs for the Region of Esslingen

This project is receiving funding from Kreissparkasse Esslingen-Nürtingen and, until 2020, the German Federal Ministry of Education and Research.



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## 1. School education

In Germany, you should provide proof of your formal schooling. You can either have any schooling you have already completed recognised in Germany, or you can acquire a German school-leaving certificate.

### Getting your schooling recognised

If you have a school-leaving certificate issued in a different country, you can have this certificate recognised by the **Certification Recognition Centre (Zeugnisenerkennungsstelle)** at the Regional Council (Regierungspräsidium) Stuttgart. You will find the application form and the fee waiver form on the Council's website.



#### **Zeugnisenerkennungsstelle**

Regierungspräsidium Stuttgart

Ruppmannstraße 21

70565 Stuttgart

Tel.: 0711 / 904-17

E-mail: [anerkennungsstelle@rps.bwl.de](mailto:anerkennungsstelle@rps.bwl.de)



[Link to website](#)



### Getting your schooling recognised in order to apply for further education

Want to enter further education and already have a school-leaving certificate from a different country? Then you need what's called a university entrance qualification (Hochschulzugangsberechtigung). If your overseas diploma is not sufficient for you to start studying in Germany right away, you can attend a preparatory college (Studienkolleg) at a German college or university. This course generally takes one year and ends with a so-called assessment test (Feststellungsprüfung). Students who pass this test can study subjects that correspond to the subject area their preparatory course focused on anywhere in Germany. Your selected college or university will tell you how to get a university entrance qualification and what the requirements are for your selected course. Chapters 6 and 7 contain information on where to go for advice and support in Esslingen and Stuttgart.



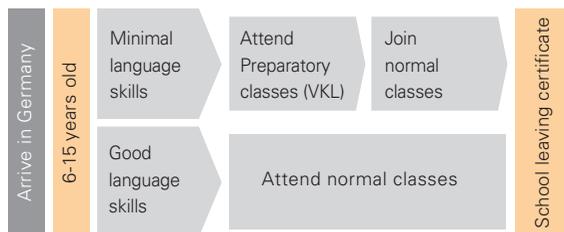
## Attending school in Germany

Children and young people under the age of 18 who have not yet graduated from school must attend school or vocational education. New arrivals can continue attending vocational schooling until their 20th birthday.

### Children and young people under 15 years of age

Schools offer preparatory classes (Vorbereitungsklassen or VKL for short) for children and young people under the age of 15 who speak little or no German.

These classes teach them the German language before they join regular classes. If their selected school does not offer preparatory classes, then in some cases children can go straight into regular classes. If a child or young person already speaks sufficient German, they can also join regular classes straight away.



## Registration

Primary schools for children aged 10 and under are divided into catchment areas. Children must be registered at the primary school in the catchment area where they live.

If this primary school does not have any preparatory classes, then you must apply for a school transfer so that your child can move to a primary school which does offer preparatory classes.

Children aged 10-15 can apply directly to their selected school. Only your selected school gets to decide whether or not to admit your child.

If you have any questions, you can contact the State Schools Office (Staatliches Schulamt) in Nürtingen. The staff there can talk to you about education opportunities.



### Staatliches Schulamt Nürtingen

Marktstraße 12-14  
72622 Nürtingen  
Tel.: 07022 / 26 299-0  
E-mail: [poststelle@ssa-nt.kv.bwl.de](mailto:poststelle@ssa-nt.kv.bwl.de)

### Contact person for new arrivals

Mr Schäfer  
Tel.: 07022 / 26 299-59  
E-mail: [andreas.schaefer@ssa-nt.kv.bwl.de](mailto:andreas.schaefer@ssa-nt.kv.bwl.de)



Link to website

## Children and young people aged 15 to 21 years old

### VABO

In Esslingen, young adults aged 15 to 21 years old who have no or limited knowledge of Germany generally attend a Pre-Qualification Year for Work/Vocation without Knowledge of German (Vorqualifizierungsjahr Arbeit/Beruf ohne Deutschkenntnisse or VABO for short) at vocational colleges.

VABO classes for young people focus primarily on the German language.

### Registering for VABO

To sign up for a VABO course, you must complete the application on the Käthe-Kollwitz-Schule website. The Käthe-Kollwitz-Schule is in charge of allocating young adults to the various VABO classes offered in the district of Esslingen. If there are no free spaces available when applying, you will initially be placed on the waiting list.



**Käthe-Kollwitz-Schule**  
**Geschäftsstelle der Beruflichen Schulen**  
**im Landkreis Esslingen**

Steinbeisstraße 17  
73730 Esslingen am Neckar  
Tel.: 0711 / 36 07-400  
E-mail: [info@kks-es.de](mailto:info@kks-es.de)



[Link to website](#)

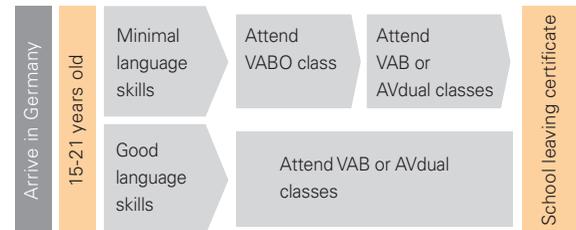
### VAB and AVdual

Young people and young adults with at least A2-level German are admitted to the Pre-Qualification Year for Work/Vocation (Vorqualifizierungsjahr Arbeit/Beruf or VAB for short) or Dual Preparation Course for Education (Duale Ausbildungsvorbereitung or AVdual for short). Both of these courses offer vocational guidance alongside subject-specific teaching. Students can obtain a high-school diploma (Hauptschulabschluss) by passing certain additional exams.

What's special about the AVdual is that young people and young adults are taught according to their speed and level of learning. Students can also learn about professions and occupations by integrating practical placements into their learning. The AVdual support scheme (AVdual-Begleitung) offers students lots of practical help with finding, preparing for and attending placements.

### Registering for VAB and AVdual

Students sign up for VAB and AVdual directly with their selected vocational college. You will find an overview of all the vocational colleges in the area on pages 17 and 18.



## 2. Vocational training

In Germany, you generally need to complete vocational training before you can take up a vocation or profession. There are two different types of vocational training: practical training and classroom training.

For new arrivals who are interested in vocational training, it is a good idea to get advice from the Agency for Work (Agentur für Arbeit) if your language is level B1 and up.



### Berufsberatung der Agentur für Arbeit

Plochinger Str. 2

73730 Esslingen

Tel.: 0800 / 45 55 500

E-mail: [Berufsberatung-ES@arbeitsagentur.de](mailto:Berufsberatung-ES@arbeitsagentur.de)



[Link to website](#)



### Practical training (placements)

Practical, and also dual, training is made up of two parts: one part of your training takes place in a practical setting, while the other part takes place at a vocational college. The company where students do their placement takes care of the practical side of your training, while the vocational college teaches them theoretical knowledge.

Dual training generally lasts between two and three-and-a-half years. The first step is for the company and the trainee to draw up a training contract. The company then takes care of registering the trainee with a vocational college.

#### Requirements

##### **a) Persons with permission to remain (Aufenthaltsgestattung)**

You must obtain **approval for an apprenticeship from the migration authorities**. This approval may be subject to certain conditions, such as residence in Germany for at least 3 months.

Persons from safe countries of origin who have submitted their asylum application after 31/08/2015 may not take up training or education.

### **b) Persons with temporary suspension of deportation (Duldung)**

#### **You must obtain approval for an apprenticeship.**

This approval can be issued by the immigration authorities under instruction from the Regional Council of Karlsruhe subject to certain conditions.

Anyone who was already employed at the time when their first „Duldung“ was issued, shall initially be permitted to continue their employment for the duration of this first „Duldung“ subject to fulfilment of the grounds for exemption under Sec. 60a(6)(2) German Residence Act (AufenthG) (deportation not possible due to lack of cooperation). Upon the granting of this first extension, it will be reviewed whether the foreigner is complying with his or her obligations to cooperate on obtaining a passport. If this is not the case, employment (training) will no longer be permitted.

Persons from safe countries of origin who have submitted their asylum application after 31/08/2015 and persons with who are not permitted to work according to foreign law may not take up training or education.

**c) Persons with a temporary residence permit**  
**Special approval for training or education is not required from the immigration authorities if the applicant's temporary residence permit permits them to take up employment.** In all other cases, approval by the migration authorities is required.



## **Contact details for migration authorities**

### **Stadt Esslingen am Neckar**

Beblingerstraße 3  
73728 Esslingen am Neckar  
Tel.: 0711 / 35 12-28

### **Filderstadt**

Rosenstraße 16  
70794 Filderstadt-Bernhausen  
Tel.: 0711 / 70 03-333

### **Kirchheim unter Teck**

Marktstraße 14  
73230 Kirchheim unter Teck  
Tel.: 07021 / 502-229

### **Nürtingen**

Marktstraße 7  
72622 Nürtingen  
Tel. 07022 / 75-258 or -259

### **Ostfildern**

Gerhard-Koch-Straße 1  
73760 Ostfildern  
Tel.: 0711 / 34 04-116

### **Leinfelden-Echterdingen**

Marktplatz 1  
70771 Leinfelden-Echterdingen  
Tel.: 0711 / 16 00-0

### **District Administration for Esslingen/ Landratsamt Esslingen**

(responsible for the region as a whole)  
Ausländerbehörde/Migration Authorities  
Europastraße 40  
72622 Nürtingen  
Tel.: 0711 / 39 02-41



## Classroom training

In addition to practical training and placements, you can also attend classroom training. Vocational training in a classroom means that your practical and theoretical teaching both take place in a school. This teaching is supplemented by placements. Training lasts between two and three years. Teaching for technical assistant professions and lots of healthcare professions is only offered as classroom training. Vocational training in a classroom takes place at vocational schools and colleges.

### Requirements

To be admitted to classroom training, you must have very good knowledge of German and at least a school-leaving certificate or diploma. Students sign up for classroom training directly with the vocational college.

More information on practical training and classroom training for vocations can be found in the regional publication "Infos zur Berufsausbildung" (Info on Vocational Training) published by the Agency for Work.



Link to website

## Overview of vocational schools in the District of Esslingen



**Friedrich-Ebert-Schule**  
Steinbeisstraße 17  
73730 Esslingen am Neckar  
Tel.: 0711 / 36 07-100  
E-mail: [verwaltung@fes-es.de](mailto:verwaltung@fes-es.de)  
[www.fes-es.de](http://www.fes-es.de)



**Max-Eyth-Schule**  
Henriettenstraße 83  
Tel.: 07021 / 92 043-0  
Kirchheim unter Teck  
E-mail: [sl@mesk.de](mailto:sl@mesk.de)  
[www.mesk.de/schule](http://www.mesk.de/schule)



**Philipp-Matthäus-Hahn-Schule**  
Kanalstraße 29  
72622 Nürtingen  
Tel.: 07022 / 93 25 3-0  
E-mail: [pmhs@pmhs.de](mailto:pmhs@pmhs.de)  
<http://pmhs-nuertingen.de>



**John-F-Kennedy-Schule**  
Steinbeisstraße 25  
73730 Esslingen am Neckar  
Tel.: 0711 / 93 023-0  
[poststelle@john-f-kennedy.schule.bwl.de](mailto:poststelle@john-f-kennedy.schule.bwl.de)  
[www.jfk-schule.de](http://www.jfk-schule.de)



**Jakob-Friedrich-Schöllkopf-Schule**  
Boschstraße 28  
73230 Kirchheim unter Teck  
Tel.: 07021 / 92 037-0  
E-mail: [verwaltung@jfs.de](mailto:verwaltung@jfs.de)  
[www.jfs.de](http://www.jfs.de)



**Albert-Schäffle-Schule**  
Albert-Schäffle-Straße 9  
72622 Nürtingen  
Tel.: 07022 / 93 053-0  
E-mail: [albert\\_schaeffle\\_schule@t-online.de](mailto:albert_schaeffle_schule@t-online.de)  
[www.albert-schaeffle-schule.de](http://www.albert-schaeffle-schule.de)



**Käthe-Kollwitz-Schule**  
 Steinbeisstraße 17  
 73730 Esslingen am Neckar  
 Tel.: 0711 / 36 07-400  
 E-mail: info@kks-es.de  
 www.kks-es.de



**Fritz-Ruoff-Schule**  
 Albert-Schäffle-Straße 7  
 72622 Nürtingen  
 Tel.: 07022 / 93 292-0  
 E-mail: info@frs-nt.de  
 www.fritz-ruoff-schule.de



**Akademie für Landbau**  
 Neckarsteige 10  
 72622 Nürtingen  
 Tel.: 07022 / 34 545  
 E-mail: kontakt@afl-nuertingen.de  
 www.afl-nuertingen.de



More information on vocational colleges in the region can be found in the following flyer:



Link to website

### 3. Colleges and universities



If you want to attend a college or university, you need to have a higher-education or university entrance qualification.

More information on the subject of studying for refugees – including in English – can be found on the homepage of the Ministry for Science, Research and the Arts (Ministerium für Wissenschaft, Forschung und Kunst).



Link to website

## Overview of colleges and universities in the region

The District of Esslingen has the following colleges and universities, all of which also offer a wide range of advice and counselling services:



### Hochschule Esslingen

Kanalstraße 33  
73728 Esslingen  
Germany  
Tel.: 0711 / 39 7-49  
E-mail: [info@hs-esslingen.de](mailto:info@hs-esslingen.de)  
[www.hs-esslingen.de](http://www.hs-esslingen.de)



### Hochschule für Wirtschaft und Umwelt

Neckarsteige 6-10  
72622 Nürtingen  
Tel.: 07022 / 201-0  
E-mail: [info@hfwu.de](mailto:info@hfwu.de)  
[www.hfwu.de](http://www.hfwu.de)

There are also colleges and universities in Stuttgart, Reutlingen and Tübingen.

Another option is the Kiron University. This is **not an official university**, but it does offer online courses for refugees.



[Link to website](#)

The **Hochschulkompass** website gives you an overview of all courses and universities in Germany.



[Link to website](#)

## 4. Other ways into work



The options described above are not the only ways to get further vocational training or to find employment. For example, any existing training you have can be recognised (in parts) and supplemented with a later qualification. Alternatively, you can attend vocational language courses or find out what it's like to work in a certain profession by taking up placements etc. The Job Centre and the Agency for Work run a range of initiatives for entering the job market.

## Getting your vocational training recognised

The IQ-Netzwerk in Stuttgart offers advice on how to get existing vocational qualifications recognised, and how to gain further qualifications and adapt to the German job market. See page 38 for the consultation hours at IQ-Netzwerk in Esslingen.

Financial support is available for getting your qualifications recognised. You can apply for grants to cover the costs of the process of getting overseas qualifications recognised. Funding is available for costs such as fees and translation costs.



Link to website

## Language qualifications

Building on the general integration courses, vocational language courses are also offered in the region as a way of making it easier to enter the job market.

### Vocational Language Training (DeuFöV)

#### Target group

Who can attend these courses?

-You must be a registered job-seeker (arbeitssuchend) and/or generally receiving benefits according to the German Social Code, either SGB II (Hartz IV benefits) or SGB III (Arbeitslosengeld/Unemployment benefits); You are seeking training or education, are already in training or education, or are currently in the process of getting your vocational or professional training recognised.

#### Requirements

You must also be one of the following:

- An immigrant, including refugees, who is currently applying for recognition of their qualifications and has good prospects for remaining in the country (the latter currently applies to the countries of origin of Syria and Eritrea). This does not include refugees from safe countries of origin
- A citizen of the EU
- German with migrant heritage

You have already completed an integration course and/or already speak German at B1, B2 or C1 level according to the Common European Framework.

The employment agencies and Job Centre decide who can attend vocational language courses. Please talk to your advisor about this.

You can still attend vocational language courses even if you are already employed, as long as you do not yet have sufficient language skills to manage your (future) day-to-day responsibilities at work. If your taxable annual income is less than €20,000, you will receive financial support for 50% of the costs of the course per teaching unit. This financial support can also be provided by your employer.



Link zur Website

### Structure

The course is made up of between 300 and 600 teaching units. Full-time and part-time courses are available. The course ends with an exam.

## Centres offering vocational language courses



### Deutsche Angestellten Akademie (DAA)

Steingastr. 23  
73230 Kirchheim unter Teck  
Tel.: 07021 / 80 19 90  
[www.daa-kirchheim.de](http://www.daa-kirchheim.de)



### BBQ Berufliche Bildung gGmbH

Martinstraße 42  
73728 Esslingen a. N.  
Tel.: 0711 / 31 05 74 32  
E-mail: [Info-esslingen@biwe-bbq.de](mailto:Info-esslingen@biwe-bbq.de)  
[www.biwe-bbq.de](http://www.biwe-bbq.de)



### METIS Trainings- und Beratungszentrum

Metis GmbH  
Martinstraße 42  
73728 Esslingen a. N.  
Tel.: 0711 / 54 99 85 79 10  
E-mail: [es@metis.gmbh](mailto:es@metis.gmbh)  
[www.metis.gmbh](http://www.metis.gmbh)



### VHS Esslingen

Mettinger Str. 125  
73728 Esslingen a. N.  
Tel.: 0711 / 55 021-0  
E-mail: [info@vhs-esslingen.de](mailto:info@vhs-esslingen.de)  
[www.vhs-esslingen.de](http://www.vhs-esslingen.de)



## Shadowing, placements and entry qualifications

In principle, you can learn what it's like to work in a certain profession by shadowing, doing a placement or gaining entry-level qualifications (Einstiegsqualifizierungen or EQ for short). You can also combine an entry qualification course with a language course.

## Initiatives from the Job Centre and Agency for Work

The Job Centre and the Agency for Work offer a number of different initiatives for integrating into the world of work and training. Both institutions work to place the people they look after on the scheme that's right for them, offering them advice and support throughout. Newly acquired skills and knowledge is then applied in order to integrate into the job market.

For help and advice, get in touch with your contact at the Agency for Work or the Job Centre.

## 5. Financing opportunities during training

Recognised refugees have access to all (financial) funding opportunities for work, training and qualifications as long as they meet the individual funding requirements. Special rules apply to asylum seekers and persons with a temporary suspension of deportation (Duldung). Information on these rules is available from the Agency for Work or the Job Centre.

Contact in Esslingen

### **Agentur für Arbeit**

Plochinger Str. 2  
73730 Esslingen  
Tel.: 0800 / 45 55 500

### **Job Centre**

Uhlandstr. 1  
73734 Esslingen a. N.  
Tel.: 0711 / 90 654-0

Contact in Kirchheim

### **Agentur für Arbeit**

Steingastr. 24  
73230 Kirchheim unter Teck  
Tel.: 0800 / 45 55 500

### **Job Centre**

Steingastr. 24  
73230 Kirchheim unter Teck  
Tel.: 07021 / 72 45-0

Contact in Nürtingen

### **Agentur für Arbeit**

Europastr. 36  
72622 Nürtingen  
Tel.: 0800 / 45 55 500

### **Job Centre**

Galgenbergstr. 9  
72622 Nürtingen  
Tel.: 07022 / 25 21-0

Contact in Leinfelden-Echterdingen

### **Agentur für Arbeit**

Stadionstr. 4  
70771 Leinfelden-Echterdingen  
Tel.: 0800 / 45 55 500

### **Job Centre**

Gutenbergstr.17  
70771 Leinfelden-Echterdingen  
Tel.: 0711 / 22 06 27-0



## Education and Participation/Bildung und Teilhabe (BuT)

Children and young people from families receiving Unemployment benefits II (Arbeitslosengeld II), Social benefits (Sozialgeld), Social assistance (Sozialhilfe), Child benefits (Kinderzuschlag) or a Living allowance (Wohngeld) are entitled to claim benefits from the Education and Participation package. This financial support is intended to enable all children to **participate** in school, social and cultural life. Support is available for school excursions and class trips, school supplies, transport to and from school, learning support, lunch fees, and social and cultural participation, such as club memberships or costs for music lessons. The support available through the "Education and Participation Package" can be applied for from the relevant **agency**, that is, the place that is supporting you financially. You can find information on this on the District Administration website under the section Education and Participation (Bildung und Teilhabe).

### Contact details for regional social services agency (Kreissozialamt)

District Administration for Esslingen/Landratsamt  
Esslingen  
Kreissozialamt  
Pulverwiesen 11  
73728 Esslingen  
Tel.: 0711 / 39 02-42  
E-mail: kreissozialamt@LRA-ES.de



[Link to website](#)

## Financial Assistance with Vocational Training

Financial Assistance with Vocational Training (Berufsausbildungsbeihilfe or BAB for short) is available from the Agency for Work for the duration of a nationally recognised vocational training placement. Trainees above the age of 18 can receive BAB as long as they are not living with their parents during their training and they cannot obtain the funds needed for their training through other means.

Trainees under the age of 18 can only receive BAB support if:

- a) the training centre cannot be reached from their parents' home within a reasonable amount of time;
- or
- b) they are married; or
- c) they live with a child; or
- d) they cannot remain in their parents' house for social reasons.



## Germany Federal Training Assistance Act (BAföG)

Trainees attending schools and colleges can receive financial support, referred to in German by its abbreviation **BAföG**, for their training or studies.

### BAföG for children in school: Requirements

- Pupils attending Grade 10 or higher
- Trainees at evening high schools, colleges, vocational schools, academies etc.

Many foreigners are entitled to claim BAföG, not just German citizens. According to the policy, persons are entitled to financial support if they have **good prospects of remaining** in Germany and have already integrated into society.

Generally speaking, BAföG is means-tested, i.e. it depends on a family's income. Pupils in school receive BAföG as a **full grant**, meaning that they do not have to pay any of it back.

### District Administration for Esslingen/ Landratsamt Esslingen Amt für Ausbildungsförderung

Pulverwiesen 11  
73728 Esslingen am Neckar  
Tel.: 0711 / 39 02-48



Link to website

## Other financing options



Scholarships and bursaries are available from a number of different foundations. In addition, certain groups of people can apply for student credits from the Credit Institute for Reconstruction (Kreditanstalt für Wiederaufbau or KfW for short). It is a good idea to talk to an advice centre about this (see Chapter 6).

You can find a database of scholarships and bursaries available for higher education on the website of the German Academic Exchange Service (Deutscher Akademischer Austauschdienst or DAAD for short).



Link to website

## 6. General advice



### CHAI Advice Centre, Kirchheim

#### Target group

This Advice Centre is aimed at refugees living in and around Kirchheim/Teck.

#### What they offer

- A member of staff to accompany you to government offices and other institutions
- Support in schools and kindergarten
- Searching for employment, education and qualification opportunities
- Helping you put together job applications
- Looking for leisure and social activities
- Helping you look for somewhere to live
- Helping you learn German
- Helping you deal with social services
- Integration management

#### Contact in Kirchheim

Mehrgenerationenhaus Linde  
Alleenstraße 90, 73230 Kirchheim unter Teck  
Tel. (mailbox): 07021 / 48 10 930

#### Opening hours

Monday: 9:00 - 12:00, 14:30 - 15:30  
Tuesday: 13:00 - 16:00, Wednesday: 9:00 - 12:00  
Thursday: 15:00 - 18:00, Friday: 9:00 - 12:00



Link to website



### Youth Migration Service in Esslingen

#### Target group

The Youth Migration Service (Jugendmigrationsdienst) is aimed at young people and young adults with migrant heritage (migrants and foreigners) aged between 12 and 27 years of age, in particular those who have recently arrived in the country and are no longer required to attend school. The funding scheme is based on the Federal Government's Children and Young People Plan.

#### What they offer

The Internationaler Bund provides advice and support, including individual integration support for young new arrivals, advice and support for all young people with migrant heritage experiencing crises, advice and support for parents on schooling, training and education for their children, group activities (including with young people born in Germany), and cooperation on integration in local networks.

For current consultation hours, please call or e-mail:

#### Internationaler Bund

#### Youth Migration Service in Esslingen

Maillestraße 4  
73728 Esslingen a. N.  
Tel.: 0711 / 35 24 92  
E-mail: JMD-Esslingen@ib.de



Link to website

## Youth Migration Service in Nürtingen/Kirchheim

### Target group

Young people with migrant heritage up to and including 26 years of age.

### What they offer

The Youth, Education, Migration service (Jugend, Bildung, Migration) offered by the Bruderhaus Diakonie in Nürtingen helps young people with and without migrant heritage in and around Kirchheim/ Nürtingen/Wendlingen (including Altkreis Nürtingen) improve their chances at school, in work, and in society and to find their place in the community.

## Contact in Kirchheim

### **Beratungsstelle Gemeinschaftsunterkunft für Flüchtlinge**

Charlottenstraße 73  
73230 Kirchheim unter Teck  
Tel.: 07021 / 92 05 816  
Consultation hours: Monday 14:00 - 15:45  
Wednesday 14:00 - 17:00

### **Kirchheim Town Hall**

Markstraße 14  
73230 Kirchheim unter Teck  
Tel.: 07021 / 50 23 49  
Consultation hours: Monday 16:00 - 18:00

### **Beratung Jugendagentur Kirchheim**

Alleenstraße 90  
73230 Kirchheim unter Teck  
Tel.: 07021 / 73 53 90  
Consultation hours: Friday 13:00 - 15:00

## Contact in Nürtingen

### **Büro Fachdienst Jugend, Bildung, Migration**

Kirchheimer Straße 60  
72622 Nürtingen  
Tel.: 07022 / 21 75 10  
Consultation hours  
By appointment (phone)

### **Beratung Jugendagentur Nürtingen**

Bahnhofstraße 13  
72622 Nürtingen  
Tel.: 07022 / 21 18 25  
Mobile: 0172 / 78 99 721  
Consultation hours:  
Monday 13:00 - 17:00



Link zur Website

## Welcome Service Region Stuttgart

Willkommen in der Stadt und im Landkreis Esslingen  
Welcome to Esslingen and the Esslingen district



Photo: Rawpixel/Fotolia.com

### Target group

The Welcome Service Region Stuttgart (WSRS) provided by Wirtschaftsförderung Region Stuttgart GmbH offers **regular consultation hours** in Esslingen and the Esslingen district, in cooperation with the City of Esslingen. **Their free job application coaching** and **consultation hours** are aimed at international professionals and their family, and students who want to live and work in Esslingen or who have recently moved to Esslingen and need help and support.

### What they offer

The advisors at WSRS offer appointments in German, English and Chinese: they can give you introductory information on any questions you might have about coming to, living and working in Esslingen and, depending on what you need, can direct you to special institutions such as the Agency for Work, Qualification Verification Centres or professional chambers.

Areas where they can assist you include learning German, looking for work, getting overseas school diplomas and professional qualifications recognised, residency, education, studying and living.

**In one-to-one job application coaching sessions**, advisors will teach you what makes a successful job application, how to look for vacancies, and how to structure a CV or cover letter.

These services are provided in collaboration with the City of Esslingen, the District of Esslingen and the Bündnis Fachkräftesicherung in the District of Esslingen.

The Welcome Service Region Stuttgart aims to attract international specialists to the Stuttgart area and to help them get here and integrate.

### Consultation hours in the District of Esslingen

Stadt Esslingen am Neckar  
Amt für Soziales, Integration und Sport  
Abteilung Bürgerengagement, Familie und Integration  
Beblingerstraße 3  
2nd floor, Room 216  
73728 Esslingen am Neckar

### Job application coaching

Please bring your application documents with you.

### You can check for available appointments at:

[www.welcome.region-stuttgart.de](http://www.welcome.region-stuttgart.de)

### Signing up for job application coaching and consultation hours

Please submit your questions via  
e-mail: [ronja.vecsey@region-stuttgart.de](mailto:ronja.vecsey@region-stuttgart.de)  
or phone: +49 / 172 48 26 192

Funded by:

STADT ESSLINGEN AM NECKAR 

 **Fachkräfteallianz**  
Region Stuttgart

Gefördert durch



**Baden-Württemberg**

MINISTERIUM FÜR WIRTSCHAFT, ARBEIT UND WOHNUNGSBAU

 **Bündnis Fachkräftesicherung**  
im Landkreis Esslingen



**Wirtschaftsförderung**  
Region Stuttgart

### Contact

E-mail: [welcome@region-stuttgart.de](mailto:welcome@region-stuttgart.de)  
[ronja.vecsey@region-stuttgart.de](mailto:ronja.vecsey@region-stuttgart.de)

Tel.: 0711 / 22 835-874

Mobile: 0172 / 48 26 192

[www.welcome.region-stuttgart.de](http://www.welcome.region-stuttgart.de)



Link zur Website

# 7. Support with overseas qualifications



## Advice Centre for Recognition of Overseas Vocational Qualifications

### Target group

People who have acquired professional qualifications abroad.

### What they offer

- Information about "Getting overseas qualifications recognised" and getting qualified as part of the recognition process
- Help and support throughout the recognition process (researching relevant recognition agencies, help preparing documents, other help and support as required during the recognition process)
- Advice on getting language and vocational qualifications as part of the recognition process
- The Job Centre Esslingen offers consultation hours on getting qualifications recognised.

To book an appointment, call:

Tel.: 0711 / 21 06 117 for consultation hours:

Monday: 10:00 - 12:00 and 14:00 - 16:00

Tuesday: 10:00 - 12:00

Wednesday: 9:00 - 12:00 and 14:00 - 16:00

Thursday: 14:00 - 18:00

### AWO-Kreisverband Stuttgart

Olgastraße 63, 70182 Stuttgart

Advice on getting qualifications recognised: 0711 / 21 06 11 7

Qualification advice: 0711 / 21 06 1-21

E-mail: [anerkennung@awo-stuttgart.de](mailto:anerkennung@awo-stuttgart.de)  
[qualifizierung@awo-stuttgart.de](mailto:qualifizierung@awo-stuttgart.de)



Link to website

Advice is available in both English and German. For other languages, please bring an interpreter with you.



A community project run by the "IQ-Förderprogramm Baden-Württemberg" and the "Liga der freien Wohlfahrtspflege Baden-Württemberg"



## 8. Training/career advice



Funded by:



Landkreis  
Esslingen

**jobcenter**  
Landkreis Esslingen



### GO!ES-Jugendbüros and WorkMobil

#### Target group

Young people struggling with the transition from school to work.

#### What they offer

The GO!ES-Jugendbüros and WorkMobil help young people in tough situations get back on the path to education and employment, especially those who need training and work or social welfare. Individual solutions are identified together.

GO!ES-Jugendbüros and WorkMobil actively look for young people to work with, and aim to be easily accessible and free from judgement. They offer career guidance, help with family issues, filling in applications and dealing with authorities, and support to those who lack motivation or cannot see any prospects for the future.

#### Contact

There are GO!ES-Jugendbüros in Esslingen, Leinfelden-Echterdingen, Ostfildern, Nürtingen and Kirchheim. For help and support, contact a specific Jugendbüro. For information on opening hours, visit [www.jugend-goes.de](http://www.jugend-goes.de)

#### Koordinierungsstelle GO!ES

Tel.: 0711 / 39 02 43 278

E-mail: [goes@LRA-ES.de](mailto:goes@LRA-ES.de)



Link zur Website



## Berufsberatung der Agentur für Arbeit Esslingen

### Target group

People looking for information on education and training or getting into work.

### What they offer

Career advisors can provide information on so-called skilled professions (jobs that require training) and studies. If you decide to take up dual education, your advisor will help you with this. Anyone encountering difficulties during their training can receive additional help and support, such as external tutoring. If you need financial support, you can discuss this with your advisor.

### Berufsberatung der Agentur für Arbeit

Plochingen Str. 2  
73730 Esslingen am Neckar  
Tel.: 0800 / 45 55 500  
E-mail: Esslingen.U25@arbeitsagentur.de



Link to website



## Career Guidance from the Handwerkskammer Region Stuttgart (Chambers of Commerce for the Region of Stuttgart)

### Target group

Anyone interested in training for manual professions.

### What they offer

The Handwerkskammer Region Stuttgart offers advice to school leavers, young people opting to leave higher education, and their parents and teachers on 130 different skilled manual professions. A manual profession offers first-class career opportunities as a bike mechanic or systems technician, and everything in between, focusing on practical placement training instead of dense theory. Our advisors will help you find the right profession for you.

### Handwerkskammer Stuttgart

Heilbronner Straße 43  
70191 Stuttgart  
Tel.: 0711 / 16 57-306  
E-mail: berufsorientierung@hwk-stuttgart.de



Link zur Website

## IHK Bezirkskammer Esslingen-Nürtingen (Regional Chamber of Industry & Commerce) Esslingen

### Target group

Young people looking for a training placement.

### What they offer

- Advice and support for people looking for training
- Reviewing application documents
- Support throughout the process, from looking for opportunities to getting a training contract

### IHK Bezirkskammer Esslingen-Nürtingen Team Übergang Schule-Beruf

Fabrikstraße 1

73728 Esslingen a. N.

Tel.: 0711 / 39 00 78 349

E-mail: azubigesucht.es@stuttgart.ihk.de



Link to website

## ISAA (Integration Centre for Work and Training) Job Centre Esslingen

### Target group

The ISAA is the first point of contact for anyone who wants to apply for Unemployment Benefits 2 (Arbeitslosengeld 2 in German) after being granted refugee status.

### What they offer

- Getting you onto a language course
- Advice from the very beginning on job opportunities and financial support for integrating into the world of work (getting qualified)
- Getting you into work

### Integrationsstelle für Arbeit und Ausbildung

Uhlandstraße 1

73734 Esslingen

Tel.: 0711 / 90 65 4-0

E-mail: jobcenter-esslingen.integrationsstelle@

jobcenter-ge.de



Link to website

## JET Job Café Kirchheim

### Target group

The Job Café is aimed at people with a refugee background.

### What they offer

Every week, you will get information, advice and support with job applications, training, internships/ placements and careers. An experienced team of employees from the Chai Advice Centre and a group of volunteers will help you look for jobs, fill in your application together and prepare you for interviews.

### Café "Eckpunkt" at the Welfare and Social Office

Hindenburgstraße 4 (behind the second-hand shop)  
73230 Kirchheim unter Teck  
E-mail: jet@fjbm-bruderhausdiakonie.de

### Opening hours

Thursday 15:00 - 18:00  
Friday 10:00 - 13:00



Link to website



## Caregiver/Kümmerin Esslingen

### Target group

Young refugees with good prospects for remaining and minimal need for financial support.

### What they offer

Through its project "Integration through Training – Prospects for Refugees", the District funds an advice and support service as part of its economic development programme, in collaboration with the IHK Region Stuttgart. Services include consultations, skills analyses, tailor-made placement services, entry-level qualifications and training.

### IHK Bezirkskammer Esslingen-Nürtingen (Regional Chamber of Industry & Commerce)

Fabrikstraße 1  
73728 Esslingen a. N.  
Tel.: 0711 / 39 00 78 334  
E-mail: monika.brucklacher@stuttgart.ihk.de



Link to website

## Lighthouse/Leuchtturm Esslingen

### Target group

Young people aged 12 to 25 who are either refugees in Germany or are experiencing significant difficulties in school, or who are simply having a tough time getting their foot on the training and job ladder.

### What they offer

Volunteer mentors support children and young people in the following areas:

- Learning German
- Integration into their new environment
- Individual learning support
- Teaching learning strategies
- Completing applications
- Looking for job placements or training courses
- Help and support throughout their training

### BBQ Esslingen

Martinstraße 42-44

73728 Esslingen a. N.

Tel.: 0711 / 31 05 74-32

E-mail: funk.johannes@biwe.de



Link to website

## Intercultural Campus/Interkultureller Campus Deizisau

### Target group

Young migrants and refugees aged between 18 and 27.

### What they offer

The Intercultural Campus is a new meeting place that brings together education, work and community projects.

- Discover strengths and talents through practical projects in our workshops and courses
- Individual learning support for school pupils and apprentices/trainees (focusing on language acquisition)
- Coaching, advice and improving your prospects throughout the entire training period shoulder-to-shoulder with your school and placement
- Leisure and sports activities
- Social inclusion opportunities and empowerment

### Interkultureller Campus Deizisau (ICD)

Sirnauerstraße 41

73779 Deizisau

Tel.: 0176 / 34 38 98 64

E-mail: icd@fjbm-bruderhausdiakonie.de

### Opening hours

Monday and Friday: 14:00 -18:00

Tuesday - Thursday: 09:30-18:00

## Initiative VerA

### "Zero Drop-Outs – Empowering young people in vocational training through SES training mentors"

#### Target group

VerA is aimed at young people experiencing professional, language or personal difficulties during vocational training or when preparing to enter the world of work.

#### What they offer

VerA is a free service provided by the Senior Expert Service (SES) for anyone who encounters difficulties during vocational training or when preparing to enter the world of work. Upon request, SES provides apprentices/trainees with a Senior Expert who has extensive personal and professional experience and can offer individual support. These Experts can help with anything from personal difficulties and falling behind at school, to social issues or problems on a placement. The aim is to enable young mentees to continue and successfully complete their training.

You can apply for a VerA mentor via the VerA website at [www.vera.ses-bonn.de](http://www.vera.ses-bonn.de).

#### Senior Experten Service (SES)

Initiative VerA  
Buschstraße 2, 53113 Bonn  
Tel.: 0228 / 26 090-40  
E-mail: [vera@ses-bonn.de](mailto:vera@ses-bonn.de)  
[www.vera.ses-bonn.de](http://www.vera.ses-bonn.de)  
[www.ses-bonn.de](http://www.ses-bonn.de)



## University Educational Guidance Guarantee Fund/ Bildungsberatung Garantiefonds Hochschule

### Stuttgart

#### Target group

Migrants interested in college or university studies.

#### What they offer

- Assessment of previous education
- Clarifying language requirements
- Advice on:
  - Attending school classes in order to obtain a university entrance qualification
  - Ways of attending further education
  - Studies available in Germany
  - Funding and financing options (e.g. BAföG, bursaries etc.)
- Support with:
  - Choosing studies and professions
  - Application and admissions procedures
- Funding available according to the Guidelines of the Garantiefonds Hochschulbereich (RL-GF-H) for persons under the age of 30

#### InVia

#### Katholischer Verband für Mädchen- und Frauensozialarbeit

Diözese Rottenburg-Stuttgart e.V.  
Olgastraße 62  
70182 Stuttgart  
Tel.: 0711 / 24 89 31 19  
E-mail: [j.schulz@invia-drs.de](mailto:j.schulz@invia-drs.de)



Link to website

### **Advice on studying from the Esslingen University of Applied Sciences (Hochschule Esslingen)**

#### **Target group**

This service is aimed at people from overseas interested in further education.

#### **What they offer**

The Central Student Advisory Service offers information, coaching and advice for students - in particular for students with experience of being a migrant or migrant heritage. We will support you throughout your studies and help you with everyday issues, such as financing, housing etc. Our advice is free and can be offered anonymously if you want. We are happy to talk to you in German or English.

#### **Hochschule Esslingen Zentrale Studienberatung**

Kanalstr. 33  
73728 Esslingen a. N.  
Tel.: 0711 / 397-32  
E-mail: [zentralestudienberatung@hs-esslingen.de](mailto:zentralestudienberatung@hs-esslingen.de)



Link to website

### **Advice on studying from the University of Nürtingen-Geislingen (Hochschule Nürtingen-Geislingen)**

#### **Target group**

This service is aimed at people from overseas interested in further education.

#### **What they offer**

The International Office at the University of Nürtingen-Geislingen (Hochschule für Wirtschaft und Umwelt Nürtingen-Geislingen) offers advice and support relating to further education.

#### **Hochschule für Wirtschaft und Umwelt International Office**

Uhlandstr. 3  
72622 Nürtingen  
Tel.: 07022 / 71 94 021  
E-mail: [lydia.rambold@hfwu.de](mailto:lydia.rambold@hfwu.de)



Link to website

## Informational materials and links



### **Bundesamt für Migration und Flüchtlinge (BAMF)**

The Federal Office for Migration and Refugees offers comprehensive information about arriving in Germany.

[www.bamf.de](http://www.bamf.de)



### **Bundesagentur für Arbeit (BA)**

The Federal Agency for Work offers lots of information on work and training.

[www.arbeitsagentur.de](http://www.arbeitsagentur.de)



### **Ankommen-App**

You have had a long and difficult journey. But now you are in Germany. However, in German, arriving means more than just getting here: it means becoming a part of society, it means participating. This app will help you do this.

[www.ankommenapp.de](http://www.ankommenapp.de)



### **Parent advisors: Education in Germany**

This service offers parents information on opportunities for dual training in Germany. Learn how you can help your child choose a profession and where you as a parent can go for help and advice.

[https://www.bmbf.de/SharedDocs/Publikationen/de/bmbf/3/31297\\_Kausa\\_Elternratgeber\\_de.pdf](https://www.bmbf.de/SharedDocs/Publikationen/de/bmbf/3/31297_Kausa_Elternratgeber_de.pdf)



### **Anerkennung in Deutschland Government information portal**

The "Anerkennung in Deutschland" service helps people with overseas vocational qualifications find out whether they need to get these qualifications "officially recognised" in order to work in their field in Germany.

[www.anerkennung-in-deutschland.de](http://www.anerkennung-in-deutschland.de)



### **Anabin: The information portal for overseas vocational diplomas**

This database provides information on how overseas diplomas are evaluated and helps public authorities, employers and private individuals determine what level in the German education system an overseas qualification is equivalent to.

[www.anabin.kmk.org/anabin.html](http://www.anabin.kmk.org/anabin.html)



### **Migrationsberatung Online**

Information and advice for migrants – online, mobile, regional

<https://www.mbeon.de/home>



### **Bildungsnavigator**

The regional "Bildungsnavigator" offers comprehensive information on training courses and qualifications in Baden-Württemberg.

<https://www.bildungsnavi-bw.de>

### Other publications in this series:

#### "A Successful Start in the District of Esslingen"

This pamphlet contains information on the different services parents with a migrant background can turn to for help and support.

#### "Learning German in the District of Esslingen"

This pamphlet gives language learners like you an overview of the different language courses available in the region and where to go for advice.



Link to website

We cannot guarantee that the information contained in this pamphlet is complete or up-to-date.

Know about other services that you think should be added to the pamphlet or have questions?

Please feel free to get in touch: [integration@lra-es.de](mailto:integration@lra-es.de)



#### Published by

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Head of Social Affairs

SG 302 Migration und Integration

Pulverwiesen 11

73726 Esslingen am Neckar

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Landkreis  
Esslingen