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Authorities and advice

Welcome to the Lake Constance district

What is a district?

The Lake Constance district is a **rural district** comprising **23 municipalities and towns**. The **district administration** is the **local authority** of the district.

Around **224,200 people** live in the Lake Constance district. Friedrichshafen is the largest town with almost 62,000 inhabitants. It is followed by Überlingen, Salem and Tettnang.

There are **many administrations, authorities and offices** in the district. They are responsible for different things.



Who is responsible: Lake Constance district office or the municipality or town hall?


In principle, the **town hall** is responsible for answering citizens' questions. For example, for **registration when moving to a new municipality**. You should therefore first contact the town hall of your municipality or town. They will tell you what the town hall does and what your municipality offers. For example, integration counselling and volunteer services.

For the many smaller communities in the Lake Constance district, the **district administration office** takes on **additional tasks**. For example, the district office houses the immigration office, the social welfare office, the youth welfare office, the health office, vehicle and driving

licence registration and much more. As the local authority of the district, the district administration office checks the legality of decisions made by the municipalities.

Friedrichshafen and **Überlingen** are **large district towns** and therefore have additional responsibilities. For example, they have their own immigration authorities.

I am unsure: Who is responsible for me?

It is best to ask in your local municipality when the town hall and the district office are responsible for you. You can also **call**  [115](tel:115) (without dialling code).

Where can I find the contact details for my municipality?




You can find the contact details and opening hours of the municipalities and towns and further information on the district administration website:


 www.bodenseekreis.de

Emergency numbers - SOS

An emergency is an acute danger to health. An emergency doctor or rescue service should only be contacted in case of an emergency or acute health threat.

Emergency contacts

Police  [110](tel:110)
fire brigade, rescue service, sea rescue  [112](tel:112)
ambulance, emergency doctor  [112](tel:112)

 The emergency numbers of the mobile phones work in any case, even with a prepaid card without credit/money!

Important information for an emergency call

- **Who** is calling (your name)?
- **Where** did something happen (address)?
- **What** happened?
- **How many** people are injured or sick ?
- **What kind of** diseases or injuries are present?
- **Waiting** for further inquiries!

Stay calm. Speak slowly and clearly so that people understand you better. Do not end the call. The emergency call centre / police will end the call when all important information has been transmitted.

Do not forget your identity card or proof of arrival when you go to hospital! If you are registered with a health insurance company, bring your insurance card with you.

Youth, Social Affairs and Health in the Lake Constance District Office

The Lake Constance District Office consists of many different offices. Each office performs different tasks.

You can find an overview of all offices on the page: www.bodenseekreis.de

Call [115](tel:115) (without area code) to find out which office is responsible for your enquiry.

Social welfare office

The Social Welfare Office supports people who find themselves in difficult life situations. The office is your first point of contact for issues such as subsistence, basic income support, disability and care.

The tasks of the Social Welfare Office are

- [Integration assistance for the disabled](#)
- [State aid for the blind](#)
- [Basic income support](#)
- [Housing benefit](#)
- [BAföG and AFBG benefits](#)
- [Care assistance](#)
- [Assistance for the elderly](#)
- [Home supervision](#)
- [The pension office and the disability pass](#)
- [Debt counselling](#)
- [Social compensation law for victims and injured parties](#)
- [Care and advance directives](#)

The social welfare office of the Bodensee district office

Contact:

■ [Albrechtstraße 75, 88045 Friedrichshafen](#)

■ [07541/2045451](tel:075412045451)

■ amtsleitung.sozialamt@bodenseekreis.de

■ www.bodenseekreis.de

■ Important information for social welfare

People in employment who are unable to finance their own living expenses are looked after by the [job centre](#) at the district office. There they can apply for unemployment benefit II ("Hartz IV") for themselves or social benefit for relatives who are unable to work.

Job centre

The job centre in the Lake Constance district is responsible for granting the citizen's allowance. Anyone who is able to work and in need of assistance is entitled to the citizen's allowance. This is the case, for example, if you are unemployed or earn so little that you cannot finance your own living.

The job centre's tasks are

- They secure the livelihood of jobseekers financially through a basic income, the citizen's allowance.
- They look after the recipients of the citizen's allowance and place them with potential employers.
- They promote integration measures and further vocational training.
- They support their clients with specific problems. For example, through addiction support, debt counselling or psychosocial support.

Who is entitled to this?

Click on this link to find out who is entitled to it:

 <https://www.bodenseekreis.de/soziales-gesundheit/...>

What benefits are available?

Click on this link to find out what benefits are available:

 <https://www.bodenseekreis.de/soziales-gesundheit/...>


The application process

Click on this link to find out how to submit an application:

 <https://www.bodenseekreis.de/soziales-gesundheit/...>

The Job Centre of the Lake Constance District Office

 [Albrechtstraße 75, 88045 Friedrichshafen](#)

 [07541 204-3800](#)

 jobcenter@bodenseekreis.de

 www.bodenseekreis.de

 [You can](#) find more information about work, training and studying [here via this link](#).

Youth welfare office

The Youth Welfare Office supports all children, young people and parents in difficult life situations. For example, if you can no longer find work, are separating from or divorcing your partner, but also with financial difficulties and stress in everyday life.

The tasks of the Youth Welfare Office in the area of social services are

- Adoption and the adoption of stepchildren
- General social services
- Care assistance and socio-educational family assistance
- The specialised service for integration assistance

- The specialised service for the joint education of disabled and non-disabled children in kindergarten and school
- Support for the family
- Youth counselling

The tasks of the Youth Welfare Office in the area of administration are

- Guardianships, curatorships and guardianships
- Advance maintenance payments
- Economic youth welfare

You can find more information about the Youth Welfare Office [under this link](#).

The Youth Welfare Office of the Lake Constance District Office

■ [Albrechtstraße 75, 88045 Friedrichshafen](#)
■ [07541/2045617](#)
■ jugendamt@bodenseekreis.de
■ www.bodenseekreis.de

Health department

The task of the public health department is to promote and protect the health of the population.

The tasks of the public health department are

- The official medical examinations
- Infection control and environmental hygiene
- Dental health
- Child and youth health, prevention and health promotion

If you need more information: The tasks and areas of the health department can also be found [here under this link](#).

The health department of the Lake Constance district office

Contact:

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)
■ [07541/2045852](#) and [07541/2045853](#)
■ gesundheitsamt@bodenseekreis.de
■ www.bodenseekreis.de

Office for Migration and Integration

The **Office for Migration and Integration** helps refugees and migrants to integrate faster and better.

The tasks of the Office for Migration and Integration are

- [Reception, initial accommodation and benefits administration](#)
- [Coordination of language & labour market](#)
- [Coordination of education](#)
- [Anti-discrimination and extremism prevention](#) and [project funding](#)
- [Civic engagement](#)
- [Integration management](#)
- [Return counselling](#)
- [The immigration office](#)

The Office for Migration and Integration of the Lake Constance District Office

Contact:

■ [Albrechtstraße 75, Room A 407, 88045 Friedrichshafen](#)

■ [07541/2045099](#)

■ migration@bodenseekreis.de

■ www.bodenseekreis.de

People who are not EU citizens require a residence permit in order to live and work in Germany. **The Foreigners' Registration Office** is responsible for issuing residence permits.

The tasks of the foreigners authority are

- Issue and extend the residence permit
- Applying for and extending the residence permit
- Applying for a work permit
- Exceptional authorisations for travel
- And much more

The Foreigners' Registration Office of the Bodenseekreis District Office is responsible for the municipalities marked in yellow on this map.



The Immigration Office of the Office for Migration and Integration of the Lake Constance District Office

Contact:

■ [Albrechtstrasse 75, Room A E24, 88045 Friedrichshafen](#)

■ [07541/2045410](#)

■ [www.bodenseekreis.de](#)

■ You can find the list of responsible employees, sorted by the first letter of the surname, [here under this link](#).

In addition to the [Foreigners' Registration Office of the District Office of Lake Constance](#), there is also the [Foreigners' Registration Office of the City of Überlingen](#) and the [Foreigners' Registration Office of the City of Friedrichshafen](#). These are also responsible for the municipalities of Immenstaad, Owingen and Sipplingen.

You can also find more information about the immigration system [here under this link](#).

Advice and assistance for immigrants

Migration advice centres for adults (aged 27 and over)

The migration counselling service offers support for all people with a migration background who are over 27 years old. It helps with questions about residence, work, education, language and integration into society. The aim is to improve integration and facilitate access to important information.

Migration counselling covers the following topics:

- The reunification of spouses, children and other family members
- Integration courses and German language courses
- The recognition of foreign school and university qualifications, such as orientation and initial counselling
- The education and social security systems, such as information and clarification
- The authorities, such as the explanation of decisions and procedures
- Financial support, such as help with applications
- Issues specific to foreigners, such as the right of residence or work permits
- Living and working in Germany

The centres

German Red Cross - Kreisverband Bodenseekreis e.V. at the locations in Friedrichshafen and Uhldingen-Mühlhofen

The contact:

■ [Rotkreuzstraße 2, 88046 Friedrichshafen](#)

■ [Hallendorfer Str. 8, 88690 Uhldingen-Mühlhofen](#)

■ [07541/5040](#)

■ [info@drk-kv-bodenseekreis.de](#)

■ [www.drk-kv-bodenseekreis.de/](#)

Caritas Association for the Linzgau Deanery e. V. at the Überlingen location

Contact:

■ [Jahnstraße 3, 88662 Überlingen](#)

■ [07551/83030](#)

■ info@caritas-linzgau.de

■ www.caritas-linzgau.de

■ The advice centre, which is aimed at teenagers and young adults between the ages of 12 and 27, can be found under this link: [Youth Migration Counselling](#).

Youth migration services

The Youth Migration Services (JMD) support young immigrants between the ages of 12 and 27. They help them to settle in Germany as quickly as possible and support them with the following topics:

- Questions about general orientation
- School, training and work
- Personal questions
- Financial and legal matters

Here you can find the youth migration services in the Lake Constance district

The CJD Bodensee-Oberschwaben in Friedrichshafen

Contact:

■ [Konstantin-Schmäh-Str. 31, 88045 Friedrichshafen](#)

■ [07541/20750](#)

■ info.friedrichshafen@cjf.de

■ www.cjd-bodensee-oberschwaben.de

The CJD Bodensee-Oberschwaben in Überlingen

Contact:

■ [Johann-Kraus-Str. 9, 88662 Überlingen](#)

■ [07551/9495080](#)

■ info.ueberlingen@cjf.de

■ www.cjd-bodensee-oberschwaben.de

■ You can find the counselling centre for immigrants over the age of 27 under this link: [Migration counselling for adults](#).

Refugee social work and integration management

Refugee social work

The refugee social workers are one of the first points of contact for refugees in the shared accommodation centres. They support refugees as they take their first steps into life here in the Lake Constance district.

■ You can find more information and contact details on the page: www.bodenseekreis.de

Integration management

The integration managers are the point of contact for all refugees who have moved from a shared accommodation centre to a follow-up accommodation centre. They provide support in many areas: Housing, language, education, job search, leisure, health and dealing with the authorities.

■ You can find more information and contact details on the page: www.bodenseekreis.de

If you have any questions, please contact:

The Office for Migration and Integration of the Lake Constance District Office Coordination of refugee social work and integration management

■ Ingrid-Klara Stoll

■ [Albrechtstr. 75, Room A 401, 88045 Friedrichshafen](https://www.bodenseekreis.de/Albrechtstr.75)

■ [07541/2043089](https://www.bodenseekreis.de/075412043089)

■ Ingrid-Klara.Stoll@bodenseekreis.de

■ www.bodenseekreis.de

Counselling on voluntary return to home country

Would you like to go back to your home country?

The Landratsamt Bodenseekreis advises refugees and asylum seekers who wish to return to their home country voluntarily.

Voluntary return enables a return in dignity and offers good conditions for a new start in the country of origin.

We would be happy to advise you if you ..

- have received a "Duldung" (tolerance)
- are obliged to leave Germany
- have a temporary or limited right of residence
- are in the course of an asylum procedure
- are a late repatriate ("Spätaussiedler")
- are destitute and have no income of their own
- live in the Bodenseekreis district

The consultation is individual and non-binding. A consultation does not oblige you to leave the country. Nor does it affect the asylum procedure or the right of residence.

Support possibilities

- Procurement of necessary documents
- Payment of travel expenses
- Starting aids
- School and vocational qualification
- Business start-up
- medical attention
- Cooperation with local organisations

Amt für Migration und Integration, Landratsamt Bodenseekreis

Ingrid-Klara Stoll

■ [Albrechtstr. 75, 88045 Friedrichshafen](#)

■ [07541/204 3089](#)

■ Ingrid-Klara.Stoll@bodenseekreis.de

■ www.bodenseekreis.de

EU migrants, late repatriates and skilled workers

Migrants from the EU

In principle, if you are a citizen of an European Union Member State, you can enter and live in Germany legally (Freedom of Movement Act/EU). As an EU citizen you also have easy access to work.

If you come to Germany permanently, you must register at the [Residents' Registration Office in your municipality](#). You will need a valid identity card or a valid passport from your country of origin.

Remember that (unless you are working) you may not be entitled to social benefits in Germany for the first 5 years of your stay. To clarify your Situation, please make an appointment with the [Jobcenter at the Landratsamt Bodenseekreis](#).

The so-called "[Migrationsberatungsstellen für Erwachsene](#)" (Migration advisory centres for adults) as well as the so-called "[Jugendmigrationsdienste](#)" for young migrants are also open to you.

You can find further information here:

■ www.bamf.de

Late repatriates ("Spätaussiedler")

After you have received your notification of admission in your country of origin, you may enter Germany. With the recognition as a "Spätaussiedler" you receive German citizenship. The decisive factor here is German ethnicity. The legal basis for the admission of late repatriates is the Federal Displaced Persons Act ("Bundesvertriebenengesetz", BVFG).

After your entry to Germany, you will be assigned to a district by the Federal Administrative Office in Friedland (for example, the Bodenseekreis) and accommodated by this district if you cannot find a private apartment.

The so-called "[Migrationsberatungsstellen für Erwachsene](#)" (Migration advisory centres for adults) as well as the so-called "[Jugendmigrationsdienste](#)" for young migrants are also open to you.

You can find further information here:

■ www.bva.bund.de

You can find a BAMF brochure in German and Russian here:

■ www.bamf.de

Immigration of skilled Workers ("Fachkräfteeinwanderung")

The Specialist Immigration Act ("Fachkräfteeinwanderungsgesetz") regulates the targeted immigration of qualified specialists from third countries.

The aim of this Act is to ensure that German companies get skilled workers they urgently need to cover their large personnel requirements. This includes persons with a recognised university degree or with qualified vocational training (subject to a prior examination of equivalence of qualification).

Professionals from third countries need a visa to look for a job in Germany. A prerequisite for the visa is that people have enough funding to secure their livelihood during the period of the visa. Other requirements, such as knowledge of German, must also be observed.

The so-called "[Migrationsberatungsstellen für Erwachsene](#)" (Migration advisory centres for adults) as well as the so-called "[Jugendmigrationsdienste](#)" for young migrants are also open to you.

More information can be found here:

■ www.bmi.bund.de

■ <https://www.make-it-in-germany.com/en/visa/skille...>

■ [Explainer Video - Recognition of foreign qualifications](#)

Asylum and refugees

Residence status

Every person who wishes to be granted asylum in Germany has a "passport" which provides information on the status and whether restrictions on employment are to be observed.

There are 5 different documents:

1. Proof of arrival ("Ankunftsnachweis")

Status: Asylum seekers

Background: Is issued to foreigners who have applied for asylum. Valid for the period between registration as an asylum seeker and official submission of an asylum application to the Federal Office for Migration and Refugees (BAMF).



2. Temporary residence permit ("Aufenthaltsgestattung")

Status: Asylum seekers

Background: Issued to conduct an asylum procedure pending a decision on the asylum application. The Federal Office for Migration and Refugees (BAMF) decides on the asylum application. If the asylum application is rejected as unfounded, there is the possibility of filing a complaint with the administrative court. The stay is considered to be permitted until the decision of the administrative court. [SG1]

The identity document for asylum seekers contains conditions regarding employment, residence and, where appropriate, territorial restrictions.

- If a work permit is necessary, it can be applied for at the [foreigners authority](#) (employer or employee)
- Responsible for placement in work: [Employment agency](#)
- Responsible for social benefits: [Social welfare office](#)



3. Certificate of Fiction ("Fiktionsbescheinigung")

Status: Recognized refugees

Background: Certificate for the transition from a positive decision on the asylum procedure to the granting of a residence permit (fictional permit) or for a phase of document review or extension (fiction of continued validity).



4. Residence permit ("Aufenthaltserlaubnis")

Status: Recognized refugees

Background: positive decision on the asylum application

The residence permit is a temporary residence permit. It is issued for the purposes specified in the Residence Act. There are various residence permits for refugees on humanitarian grounds.

- Opens up the possibility of a later unlimited right of residence (settlement permit)
- Unrestricted access to the labour market
- Responsibility for placement in employment and social benefits: [Job Center](#)



5. Tolerance ("Duldung")

Status: Tolerated

Background: Negative decision on the asylum application

A toleration is a suspension of deportation. It shall be granted on a temporary basis if deportation is impossible for legal, factual, humanitarian or personal reasons.

- General toleration regulation for certain groups by order of the highest state authority for a maximum period of 3 months ("deportation stop")
- Work permit is basically necessary, application at the [foreigners authority](#) (employer or employee)
- Responsible for placement in work: [Employment agency](#)
- Responsible for social benefits: [Social welfare office](#)



Asylum application

If you are registered in Germany and live in a shared accommodation for asylum seekers, please find the following steps described.

1. Personal application for asylum

- You submit your asylum application to the **BundesAmt für Migration und Flüchtlinge (BAMF)**- Federal Office for Migration and Refugees)
- An asylum counselling service can give you important information for the asylum procedure.
- **Important:** You can only submit your application in person. You cannot send this application by post
- You will receive the date and the responsible BAMF office with your proof of arrival. If you have not been given an appointment, ask your accommodation manager.

2. First interview date (asylum application)

After your first appointment you have to get in touch with the [immigration office](#).

3. Personal hearing

The second interview appointment is the actual hearing. The BAMF will then decide on your asylum application and send you a decision. The decision shall state the detailed reasons on which it is based.

(a) the decision is negative

- If the decision is negative and you wish to contest it (i.e. you do not agree), go to your [refugee social counselling](#) centre immediately . They will discuss with you what you can do and they can refer you to specialized lawyers. For example, you can appeal against the decision. Attention: The deadlines are short. Act very fast!
- If you decide to [leave voluntarily](#), you can receive financial support for your new start in your country of origin.

b) The decision is positive, i.e. you are recognised as entitled to protection. The next steps are:

Apply for a temporary residence permit ("Fiktionsbescheinigung") or an electronic residence permit ("eAT")

Immediately after the positive BAMF decision has been delivered, you must take care of an identification document or an equivalent document. This can be obtained from the [Residents' Registration Office \("Einwohnermeldeamt"\) or the Immigration Office \("Ausländerbehörde"\)](#).

Jobcenter: You no longer get your money from the social welfare office, but must apply for benefits at the [Jobcenter](#).

Submit applications: Multilingual aids

How do I submit an application?

Multilingual explanatory videos for people on benefits can be found here:

 <https://www.gvv-ekl.de/antraege.html>

Important addresses on state and federal level

Wichtige Adressen zum Asylrecht

Bundesamt für Migration und Flüchtlinge Sigmaringen (Außenstelle)

Graf-Stauffenberg-Kaserne, Gebäude 80

[Binger Str. 28, 72488 Sigmaringen, Baden-Württemberg](#)

Verwaltungsgerichtshof Baden-Württemberg

[Schubertstraße 11, 68165 Mannheim](#)

Tel.: [06212920](tel:06212920)

Fax: [06212924444](tel:06212924444)

poststelle@vghmannheim.justiz.bwl.de

www.vghmannheim.de

Härtefallkommission beim Ministerium der Justiz und für Migration Baden-Württemberg

- Geschäftsstelle -

[Postfach 10 34 61, 70029 Stuttgart](#)

Tel.: [07112313465](tel:07112313465), -3466, -3494

poststelle@jum.bwl.de

Petitionsausschuss Landtag von Baden-Württemberg

Petitionsausschuss

[Konrad-Adenauer-Straße 3, 70173 Stuttgart](#)

Tel.: [07112063595](tel:07112063595)

Fax: [07112063540](tel:07112063540)

petitionen@landtag-bw.de

www.landtag-bw.de

Behörden und Ämter

Ministerium für Soziales, Gesundheit und Integration Baden-Württemberg

Pressestelle/ Öffentlichkeitsarbeit

[Else-Josenhans-Str. 6, 70173 Stuttgart](#)

Tel.: [07111230](tel:07111230)

Fax: [0711123-3999](tel:0711123-3999)

poststelle@sm.bwl.de

<https://sozialministerium.baden-wuerttemberg.de/d...>

Flüchtlingshilfe, Sozialverbände und NGOs

AWO Bezirksverband Württemberg e. V.

[Kyffhäuserstraße 77, 70469 Stuttgart](#)

Tel.: [0711229030](tel:0711229030)

Fax: [071122903109](tel:071122903109)

bezirksverband@awo-wuerttemberg.de

www.awo-wuerttemberg.net

Caritasverband der Diözese Rottenburg-Stuttgart

[Strombergstraße 11, 70188 Stuttgart](#)

Tel.: [071126330](tel:071126330)

Fax: [071126331177](tel:071126331177)

info@caritas-dicvrs.de

www.caritas-rottenburg-stuttgart.de

Der Paritätische Baden-Württemberg

[Hauptstraße 28, 70563 Stuttgart](#)

Tel.: [071121550](tel:071121550)

Fax: [07112155250](tel:07112155250)

info@paritaet-bw.de

www.paritaet-bw.de

Diakonisches Werk Württemberg Abteilung Migration und Internationale Diakonie

Dr. Birgit Susanne Dinzinger

[Heilbronner Straße 180, 70191 Stuttgart](#)

Tel.: [07111656377](tel:07111656377)

Fax: [0711165649377](tel:0711165649377)

dinzinger.b@diakonie-wuerttemberg.de

www.diakonie-wuerttemberg.de

DRK Landesverband Baden-Württemberg

[Badstraße 39 - 41, 70372 Stuttgart](#)

Tel.: [071155050](tel:071155050)

Fax: [07115505139](tel:07115505139)

info@drk-bw.de

www.drk-baden-wuerttemberg.de

Evangelische Landeskirche in Württemberg

Asylpfarrer

Joachim Schlecht

[Christophstraße 35, 70180 Stuttgart](#)

Tel.: [071120709629](tel:071120709629) Fax: [071120709629](tel:071120709629)

Joachim.Schlecht@elkw.de

www.elk-wue.de

Flüchtlingsrat Baden-Württemberg e.V.

[Hauptstätter Straße 57, 70178 Stuttgart](#)

Tel.: [07115532834](tel:07115532834)

Fax: [07115532835](tel:07115532835)

info@fluechtlingsrat-bw.de

www.fluechtlingsrat-bw.de

Verein für Internationale Jugendarbeit e.V. (VIJ)

Landesverein Württemberg

[Moserstraße 10, 70182 Stuttgart](#)

Tel.: [0711239410](tel:0711239410)

info@vij-wuerttemberg.de

<https://vij-wuerttemberg.de>

Kirchliche Dienste am Flughafen und der Messe Stuttgart; Flughafenverwaltung

Postfach 399; 70629 Stuttgart; Terminal 3, Ebene 2, Raum 2411 und 2412

Tel.: [07119484101](tel:07119484101)(katholisch)

Tel.: [07119484100](tel:07119484100)(evangelisch)

Fax: [07119484105](tel:07119484105)

MeFoldenauer@blh.drs.de

BumF - Bundesfachverband unbegleitete minderjährige Flüchtlinge e.V.

[Paulsenstr. 55 - 56, 12163 Berlin](#)

Tel.: [03082097430](tel:03082097430)

Fax: [03082097439](tel:03082097439)

info@b-umf.de

<https://b-umf.de/>

Johanniter-Unfall-Hilfe e. V. Landesgeschäftsstelle Baden-Württemberg

[Eichwiesenring 9, 70567 Stuttgart](#)

Tel.: [07112030300](tel:07112030300)

Fax: [0711203030499](tel:0711203030499)

info@johanniter.de

<https://www.johanniter.de/juh/lv-bw/>

Landesärztekammer Baden-Württemberg

[Jahnstraße 40, 70597 Stuttgart](#)

Tel.: [0711769890](tel:0711769890)

Fax: [07117698950](tel:07117698950)

info@laek-bw.de

www.aerztekammer-bw.de

Malteser - Medizin für Menschen ohne Krankenversicherung

[Böheimstraße 40, 70199 Stuttgart](#)

Tel.: [071122070218](tel:071122070218)

regine.martis-cisic@malteser.org

<https://www.malteser.de/menschen-ohne-krankenvers...>

The Voice Refugee Forum Germany

[Schillergässchen 5, 07745 Jena](#)

Tel: [036419278815](tel:036419278815)

thevoiceforum@gmx.de
www.thevoiceforum.org

Zentralrat Deutscher Sinti und Roma

[Bremeneckgasse 2, 69117 Heidelberg](#)

Tel.: [06221981102](tel:06221981102)

Fax: [06221981177](tel:06221981177)

info@sintiundroma.de

www.sintiundroma.de

Amnesty International

Sektion der Bundesrepublik Deutschland e. V.

[Zinnowitzer Straße 8, 10115 Berlin](#)

Tel.: [0304202480](tel:0304202480)

Fax: [030420248488](tel:030420248488)

info@amnesty.de

www.amnesty.de

Bundesarbeitsgemeinschaft „Asyl in der Kirche“

Kirche Zum Heiligen Kreuz

[Zossener Straße 65, 10961 Berlin](#)

Tel.: [03025898891](tel:03025898891)

Fax: [03069041018](tel:03069041018)

info@kirchenasyl.de

www.kirchenasyl.de

PRO ASYL

Postfach 160624, 60069 Frankfurt am Main

Tel.: [0692423140](tel:0692423140)

Fax: [06924231472](tel:06924231472)

proasyl@proasyl.de

www.proasyl.de

UNHCR Deutschland

[Zimmerstraße 79/80, 10117 Berlin](#)

Tel.: [0302022020](tel:0302022020)

Fax: [03020220220](tel:03020220220)

gfrbe@unhcr.org

www.unhcr.de

UNO-Flüchtlingshilfe

[Graurheindorfer Str. 149 a, 53117 Bonn](#)

Tel.: [022890908600](tel:022890908600)

Fax: [022890908601](tel:022890908601)

info@uno-fluechtlingshilfe.de

www.uno-fluechtlingshilfe.de

IOM - Internationale Organisation für Migration

[Charlottenstraße 68, 10117 Berlin](#)

Tel: [0302787780](tel:0302787780)

iom-germany@iom.int

<https://germany.iom.int/>

Psychosoziale Zentren für Traumatisierte und Folteropfer

Verein zur Unterstützung traumatisierter Migranten e. V.

Tel.: [07216288306](tel:07216288306)

Fax: [07216288331](tel:07216288331)

trauma-migranten@web.de

www.traumatisierte-migranten.de

Behandlungszentrum für Folteropfer

[Wagnerstr. 65, 89077 Ulm](#)

Tel.: [073188070890](tel:073188070890)

bfu@rehaverein.de

www.bfu-ulm.de

Psychologische Beratungsstelle für politisch Verfolgte und Vertriebene (PBV)

[Schloßstraße 76, 70176 Stuttgart](#)

Tel.: [07112854450](tel:07112854450)

Fax: [07112054499507](tel:07112054499507)

Dieter.David@eva-stuttgart.de

<https://www.eva-stuttgart.de/nc/unsere-angebote/a...>

refugio stuttgart e.V.

[Waiblinger Str. 12, 70372 Stuttgart](#)

Tel.: [071196983250](tel:071196983250) Fax: [0711969832-51](tel:0711969832-51)

info@refugio-stuttgart.de

www.refugio-stuttgart.de

Refugio Villingen-Schwenningen e.V.

[Schwedendamm 6, 78050 Villingen-Schwenningen](#)

Tel.: [07721504155](tel:07721504155)

Fax: [07721504165](tel:07721504165)

info@refugio-vs.de

www.refugio-vs.de

Learn German

Language level and certificates

You can attend a German course. There are six levels: A1, A2, B1, B2, C1 and C2. You start with A1. You have C2 in your mother tongue. The six steps mean in detail:

A1: Beginners

You can understand and use simple words and phrases.

You can introduce yourself and others. For example: My name is Maria. I'm 30 years old.

I live in Germany. This is my friend. His name is Paul.

You can ask questions about the person. For example: What's your name? Where do you live?

You can answer questions. For example: How are you doing? I'm all right.
One person speaks slowly and clearly. You can talk to her.

A2: Basic knowledge

You can understand sentences and frequently used words. You understand words related to these areas: Information about yourself and your family, shopping, work and your surroundings. You can communicate in simple, everyday situations. You can describe your origin, education and environment.

B1: Advanced language use

You can understand a lot. Information about work, school, free time and so on.
You can communicate while travelling. You can say something about familiar topics and personal interests. You can report on experiences and events. You can describe dreams, hopes and goals. You can give short explanations or justifications for plans and opinions.

B2: Independent language use

You can understand the main points of complex texts on both concrete and abstract topics. You also understand technical discussions in your special field.
You can communicate spontaneously and fluently. A normal conversation with native speakers are possible without any major effort on either side. You can express yourself clearly and in detail on many different subjects. You can explain a viewpoint on a current issue. You can indicate the advantages and disadvantages of different options.

C1: Expert language skills

You can understand a lot about demanding, longer texts. You also capture implicit meanings. You can express yourself spontaneously and fluently. You don't have to search for words very often. You can use the language effectively and flexibly in social and professional life or in training and studies. You can express yourself clearly, in a structured and detailed manner on complex issues. You use various means of linking texts appropriately.

C2: (Approximately) Native language skills

Practically, you can easily understand everything you read or hear.
You can combine information from different written and oral sources. You can give reasons and explanations in a coherent presentation. You can express yourself spontaneously, very fluently and precisely. You can make finer nuances of meaning clear, even in more complex situations.

Where can I find a language school?

Look [here](#).

Integration courses

The integration courses are open to people from the European Union, late repatriates and people with a residence permit and in some cases also to refugees. You can find more detailed information [under this link](#).

In the integration course you learn German up to level B1 in 600 lessons. In a further 100 lessons you will gain a lot of insight into the culture, politics and social customs in Germany. There are also special forms of integration courses.

You can be obliged to take part in an integration course by the [job centre](#) or the [foreigners authority](#). Registration takes place in person at the language school.

If you are not obliged to attend an integration course but would like to do so, you can apply to the [BAMF](#) for an integration course.

■ The integration courses are free of charge for all people who receive social benefits.

■ If you need help with the application, contact a [migration counselling centre for adults](#) or the [youth migration service](#). They will also help you choose an integration course provider.

You can find more information here under the following links:

■ www.bodenseekreis.de

■ www.bamf.de

■ [BAMF-NAVI: Where can I find an integration course?](#)

The language course providers in the Lake Constance district

The BFZ

The contact:

■ [Müllerstr. 12-14, 88045 Friedrichshafen](#)

■ [In den Mühlen 2, 88662 Überlingen](#)

■ [0755195010](#)

■ Mrs Jaek (Gesamtkoordination)

■ [07541501937](#)

■ sabine.jaek@bfz.de

The CJD Friedrichshafen

Contact:

■ [Konstantin-Schmäh-Str. 31, 88045 Friedrichshafen](#)

■ Mrs Zajonz (Integrationskurse und Deuföv)

■ [015140638097](#)

■ anna.zajonz@cjd.de

The CJD Überlingen

Contact:

■ [Johann-Kraus-Str. 9, 88662 Überlingen](#)

■ Mrs Zajonz (Integrationskurse und Deuföv)

■ [015140638097](#)

■ anna.zajonz@cjd.de

The inlingua Friedrichshafen

The contact:

■ [Bahnhofplatz 1, 88045](#) Friedrichshafen

■ Mrs Seletska

■ [07541286814](#)

■ seletska@inlingua-friedrichshafen.de

■ Management: Mr Schott

■ schott@inlingua-friedrichshafen.de

The inlingua Überlingen**Contact:**

■ [Lippertsreuter Str. 4c, 88662](#) Überlingen

■ Mrs Strasser

■ [075512046](#)

■ info@inlingua-ueberlingen.de

■ Management: Frau Bekker

■ petra.bekker@inlingua-konstanz.de

The VHS Bodenseekreis**Contact:**

■ [Glärnischstr. 1-3, 88045](#) Friedrichshafen

■ Mrs Peoples

■ [075412045874](#)

■ kuemueschai.peoples@bodenseekreis.de

■ Mrs Nedyalkova

■ [075412045635](#)

■ nadezhda.nedyalkova@bodenseekreis.de

Head of VHS: Mr Kottenrodt

The VHS Friedrichshafen**Contact:**

■ [Charlottenstr. 12/2, 88045](#) Friedrichshafen

■ Mrs Maurer

■ [075412033411](#)

■ maurer@vhs-fn.de

■ Mrs Lehmann

■ [075412033401](#)

■ lehmann@vhs-fn.de

German courses for asylum seekers**VwV German courses**

The VwV German courses are intended for asylum seekers who do not have access to an integration course. These courses not only teach German language skills, but also cover topics relating to culture and life in Germany. The courses cover language levels from literacy to B1.

Some of these courses are specifically for women and offer childcare for children.

■ The VwV German courses are free of charge.

The Office for Migration and Integration of the Landratsamt Bodenseekreis

Contact:

■ [Albrechtstraße 75, 88045 Friedrichshafen](https://www.albrechtstrasse75.de)

■ [07541/2045439](tel:075412045439)

■ integration@bodenseekreis.de

■ www.bodenseekreis.de

Educational year for adult asylum seekers (BEF-Alpha)

The programme is aimed at asylum seekers who are generally between 20 and 35 years old and have little or no knowledge of German. The course includes career guidance, language support, everyday skills, basic political education and work placements. The BEF-Alpha project is particularly aimed at women with children.

■ Participation in this project is free of charge.

Further Language offers for families and children

- **SIGNAL**

German language Course for women with Children under the age of 3 including child care

BBQ Bildung und Berufliche Qualifizierung gGmbH

■ [Merkurstraße 3 , 88046 Friedrichshafen](https://www.merkurstrasse3.de)

■ [075413979310](tel:075413979310)

■ info-friedrichshafen@bbq-biwe.de

- **Language support offers by the Caritas Bodensee Oberschwaben**

The offers of the Caritas support small children (Griffbereit), kindergarden Children (Rucksack I), primary-school Children and parents with specific German language offers.

Caritas Bodensee-Oberschwaben (Standort Friedrichshafen)

■ [Katharinenstr. 16, 88045 Friedrichshafen](https://www.katharinenstr16.de)

■ [07541300070](tel:07541300070)

■ info@caritas-bodensee-oberschwaben.de

■ www.caritas-bodensee-oberschwaben.de

- **Mobile German language courses for women with Children (in communal accommodation for asylum seekers)**

Mothers living in communal accommodations can attend the mobile German language courses. Together with their children and in small learning groups they can learn everyday-life communication and vocabulary that is based on their Needs.

Amt für Migration und Integration, Landratsamt Bodenseekreis

Christine Blumenthal

■ [Albrechtstraße 75, Raum A 401, 88045 Friedrichshafen](#)
■ [075412045654](#)
■ Christine.Blumenthal@bodenseekreis.de
■ www.bodenseekreis.de

Learn German independently

Online language courses

You can learn German in a variety of ways from the comfort of your own home. Use the time you are waiting for a language course to familiarise yourself with the language. You have the option of learning German either via your smartphone or your computer, and it's even free. This way you can make good use of the time you are waiting for a language course.

💡 The following links will take you to useful apps and websites that will help you learn the language and assist you with your language acquisition:

- Language learning app for first language skills for IOS devices: www.einstieg-deutsch.de
- Arrive app with self-study course for the first few weeks in Germany: www.ankommenapp.de
- Learn German on the go app: www.goethe.de
- Online language course from Deutsche Welle: www.lerngerman.dw
- Free German course: www.deutsch.vhs-lernportal.de
- Learn German from level A1-B2: www.mein-deutschbuch.de
- Language placement test: www.onset.de
- Alphabetisation app and supplement to the language course for Android: www.de.serlo.de
- Language learning programmes for A1 to C2: www.deutsch-uni.com
- Multilingual short language guide: www.bundessprachenamt.de
- City of words learning game: www.goethe.de/de/spr/ueb/led.html
- German at the workplace: www.goethe.de/de/spr/ueb/daa/all.html

Communication and language aids

Communication and language aids, such as translation apps and dictionaries on the Internet, help you to learn a new language and use it in everyday life. With these aids, you can quickly learn new words and communicate better.

💡 The following links will also take you to many communication and language aids that you can use.

- Translating with artificial intelligence: www.deepl.com/translator
- Translate with artificial intelligence: www.reverso.net
- Google Translate: www.translate.google.de
- Microsoft Translator with offline function: www.microsoft.com
- Pons Intelligent Translate: www.pons.com
- Online dictionary: www.refugeephasebook.de

- BABADADA visual dictionary: babadada.com/topic/school/ger/eng

Voluntary language courses

In addition to the official German courses, there are also courses offered by volunteers who teach German in their free time. These people are also called learning guides. Anyone can join these learning groups, regardless of their residence status.

The language courses run by volunteers take place in different places within the towns and communities of the Bodenseekreis. These include family get-togethers, multi-generational houses or club houses.

The volunteer circles for refugees and immigrants can be found [here](#).

■ If you are looking for voluntary language services, please get in touch with: Your [municipality](#), a [circles of helpers](#), [the family get-togethers](#), the [adult migration advisory centre](#) or the [youth migration service](#).

Interpreters and translators

Interpreters for everyday life and at authorities

If you go to the authorities, you may need an interpreter in some cases. An interpreter can also help you at doctors' appointments, parents' meetings at school or at nursery school.

Some towns and municipalities have a list of interpreters. For example, the [city of Friedrichshafen](#). Ask in your town or municipality whether there are interpreters and what you need to bear in mind. Cultural organisations can also help you find a volunteer interpreter.

Do you speak good German and another language? Then you can help people who don't speak German. For example, you can accompany them to the authorities or other appointments. Contact your [local authority](#) for more information.

Notarised translations

Official documents such as certificates, marriage certificates or birth certificates may only be translated by a state-certified translator in Germany. You can find these on the website of the [Federal Association of Interpreters and Translators](#) and in the [interpreter and translator database](#).

■ Notarised translations can be very expensive. It is best to check carefully beforehand whether you really need a certified translation and compare the translation prices.

Classification of German language skills at the Bodensee district office (central classification)

The Office for Migration and Integration organises a test several times a year. This test shows how well you speak and understand German. The test is for people who want to learn or need to learn German in order to find their way around Germany better.

The test is carried out by experts who are trained to do this. Based on the results, we can find the right German course for you.

How do I get an invitation?


Please speak to the social workers at the refugee social work centre or the integration management team.


You can also contact the Office for Migration and Integration directly. Please write to or telephone Mr Michael Haak. Mr Haak will send you a letter inviting you to the appointment.


You can take the test if:

- You have a valid authorisation (Erlaubnis) or a valid obligation (Pflicht) to attend an integration course from the BAMF.
- You have not taken such a test before.

Contact:

 Contact: Mr Michael Haak (Language course coordination)

 Telephone: 07541 204-5439

 @michael.haak@bodenseekreis.de

Living together, everyday life, living

Coexistence in the society

Rule of Law and Basic Law

Germany is a **constitutional state**. The decisions of the state or Government are bound by the law.

All people living in Germany must adhere to the central principles of the political and legal order. The most important legal basis for life in Germany is the **Basic Law ("Grundgesetz")**. It is the constitution of the Federal Republic of Germany.

Basic Law ("Grundgesetz")

Article 1, Basic Law: Human Dignity

"Human dignity is sacrosanct. It is the duty of all state power to respect and protect it. (...)"

This article explains that in Germany every human being, whether woman, man or child, is protected by the state and that human dignity is paramount.

Article 2, Basic Law: Right of personality

"Everyone has the right to the free development of his or her personality (...)".

"Everyone has the right to life and physical Integrity (...)".

Among other things, this protects privacy. At home, everyone in Germany is free to behave as he or she wishes: In his everyday life, with his words, in his way of dressing, in his sexual behaviour. The decisive factor here is that no one else is restricted by it.

Everyone is allowed to dress as he or she wants to and considers appropriate. Only in certain professions and at certain locations, such as in canteen kitchens, on building sites or in court cases, clothing regulations may be possible. They are often intended to protect against accidents or, for example, against infections.

The right of personality is protected by criminal law: Assault, insult or offences against sexual self-determination will be prosecuted. All sexual acts performed on a person against his or her will are punishable in Germany.

Article 3, Basic Law: Equal rights

This article states that all people in Germany have equal rights.

(1) **All people are equal before the law.**

(2) **Men and women are equal. (...).**

(3) **No one shall be discriminated against or favoured on account of his or her sex, ancestry, race, language, home and origin, faith, religious or political beliefs. No one shall be discriminated on account of his or hers disability.**

An overview of the Basic Law can be found in this [video here](#).

You can find further information here:

 www.bamf.de/DE/Willkommen

Personal freedom and equality

Self-determination and personal freedom

All adult people are allowed to decide about themselves and their own lives. No matter whether man or woman, young or old, with or without disability, regardless of skin colour, religious affiliation or sexual orientation.

All people may do what they want as long as they obey the laws and do not restrict others in their freedom.

This means for example:

- All people are allowed to decide what they want to wear.
- All people may eat what they want and what they like.
- Women and men may study or learn a profession. In principle, all professions are open to both men and women.

- Every woman and every man may decide for himself/ herself whether and whom he or she wants to marry. Every woman and every man can get a divorce.
- Unmarried couples may live together and have children.
- Members of different religions and denominations are allowed to marry and have children.
- The tasks and roles in the family are not prescribed.
- Contraception is permitted for both sexes. The decision of a person to use contraception must be respected.
- Same-sex partnerships are recognised in Germany. Homosexual partners are allowed to marry in Germany and therefore have the same rights as a marriage between a man and a woman.
- All (adults) decide for themselves how and where they want to live. For non-Germans, this right may be restricted until an asylum application is recognised.
- Sexual acts between adults may only take place by mutual consent. Any sexual activity with children is prohibited.
- Women and men can vote and be elected to political office.
- Private property is permitted in Germany for every man and woman.
- Women and men have equal rights in inheritance.

■ One's own freedom ends where it violates the freedom or human dignity of the other person or violates laws.

Democracy and anti-discrimination

What does democracy mean?

Democracy is the way a state is organized and governed. Germany is a parliamentary democracy. This means that the citizens elect the parliament that makes the laws. The parliament in turn elects the government, which determines what happens in the country.

■ In a democracy, the state protects the rights of the people. Moreover, human rights apply to all people.

Democracy in the Bodenseekreis

The Lake Constance district is committed to democratic coexistence. With the programme "[Living democracy!](#)" the Office for Migration and Integration supports measures and projects promoting democracy. It offers assistance to authorities, associations and private individuals.

Amt für Migration und Integration, Landratsamt Bodenseekreis

Miriam Macak

■ [Albrechtstraße 75, Friedrichshafen, Room A 401](#)

■ [07541/2045873](#)

■ miriam.macak@bodenseekreis.de

■ www.bodenseekreis.de

Further information and advisory services

- [Demokratiezentrum Baden-Württemberg](#)
- [Landeszentrale für politische Bildung Baden-Württemberg](#)

- [Bundeszentrale für politische Bildung](#)
- [Amadeu Antonio Stiftung](#)

Anti-discrimination

The Bodenseekreis is very clearly against any form of discrimination.

■ All people have the same dignity and the same rights. No one must be disadvantaged. Discrimination is a violation of human rights.

Advice and assistance in cases of discrimination

CJD Friedrichshafen

Counselling centre against discrimination in the Bodenseekreis

■ [Konstantin-Schmäh-Straße 31, Friedrichshafen](#)

■ [07541/2075272](#)

■ antidiskriminierungsstelle.fn@cjd.de

■ www.cjd-bodensee-oberschwaben.de

Further information and advisory services

- [Antidiskriminierungsverband Deutschland \(advd\)](#)
- [Antidiskriminierungsstelle des Bundes](#)
- [LEUCHTLINIE](#)

Living diversity: Lesbian, Gay, Bisexual, Trans* and Inter* (LSBTI)

In Germany, people of different religions, different sexes, different origins and different political views live together peacefully. All enjoy the same rights. The same applies to people of different sexual orientation or gender identity: Lesbians, gays, bisexuals as well as transgender and intersexual people, in short LSBTI. In Germany, they have the same rights as other people.

Besides the two sexes "male" and "female" there is also the third sex "divers". Transgender persons can have their gender entry and name changed. In Germany women are allowed to love and marry other women, men are allowed to marry other men.

You can find more information and contact persons at:

Lesbian and Gay Association in Germany ("Lesben-und Schwulenverband Deutschland (LSVD)")

■ www.lsvd.de

■ lsvd@lsvd.de

■ Many LSBTI persons have fled to Germany because they were persecuted in their home country. If you are a refugee and are lesbian, gay, bisexual, transgender or intersexual, you can find support, social contacts and information from many LGBTI organisations in Germany. In the LSVD project "Queer Refugees Germany" you will find contact persons and further information:

Project "Queer Refugees Germany"

www.queer-refugees.de
queer-refugees@lsvd.de

Further information and offers

- ILSE initiative of lesbian and gay parents ■ www.lsvd.de
- Homosexuals and Church Working Group: ■ www.huk.org
- Queergestreift Film Festival ■ www.queergestreift.com
- CSD in Konstanz ■ www.csd-konstanz.de
- UNIQUEER: University group of the University of Konstanz, which organizes regular meetings and events ■ www.uniqueer.weebly.com

AIDS counselling, Landratsamt Bodenseekreis

Gesundheitsamt, Landratsamt Bodenseekreis

■ [Albrechtstr. 75, 88045 Friedrichshafen](http://Albrechtstr.75,88045Friedrichshafen)

■ [07541/2045860](tel:075412045860)

■ www.bodenseekreis.de

--> AIDS counselling in Konstanz: ■ www.aidshilfe-konstanz.de

Religion

Free choice of faith

In Germany people of different religions live together peacefully. The free choice of faith and its exercise is enshrined in fundamental rights. This means that no one must be forced to have a certain faith or religion.

Due to the diversity of religions, there are many opportunities to attend a service or participate in church life.

There are very diverse religious institutions in the Bodenseekreis. Find out in [your community or city](#) which institutions and denominations are represented.

Everyday life

Mobility

Find your way around the Lake Constance district

You can download the free "MAPS.ME" app. Here you will find the city map of your place of residence. The city map is free of charge. It works offline and has a navigation function.


■ MAPS.ME app in the [Google PlayStore](#) and [Apple AppStore](#)

Many relevant places in the Lake Constance district can be reached by public transport.

Public transport

To get to your destination in the Lake Constance district, you can use public transport. These are bus and rail/train.

Travelling without a ticket, so-called fare dodging, is punished! You must have a valid ticket for every journey. Otherwise you will pay a heavy fine.

Information on tickets and public transport in the Lake Constance district can be found on the Internet at  www.bodo.de

You can also obtain information at the railway stations.

You can also find bus/train and boat connections in the Deutsche Bahn app: [DB Navigator](#)

Bicycle

A healthy, inexpensive and environmentally friendly alternative for getting from A to B is a bicycle.

If you know that you will be living in the Lake Constance district for a longer period of time, it is worth buying a bicycle. It is cheaper than travelling by public transport.

Important traffic rules for cyclists (selection):


- Always ride on the right-hand side of the carriageway
- Do not ride next to each other, but behind each other
- If there is a cycle path, you must ride on the cycle path (always on the right-hand side of the road in the direction of travel)
- Only children up to the age of 11 are allowed to cycle on footpaths
- Using a mobile phone on a bicycle is prohibited


Purchase and repairs: When buying a bike, make sure that it is equipped as follows and is therefore roadworthy. Otherwise you will have to pay a fine if you are stopped by the police.



- Front and rear lights
- Reflector front and rear
- Reflectors in the spokes (2 per wheel)
- Reflectors on the pedals
- Bell
- Two independent brakes


Long-distance travelling

If you want to visit another city or friends, there are various options.

By train: You can find information on this in the "DB Navigator" app or on the "Deutsche Bahn" website  www.bahn.de. You can also take the FlixTrain. However, this does not run in every

city. You can find information on this [at](#)  [here](#).

By coach: In Germany, there is also the option of travelling by coach.  You can find offers [here](#). You can travel from Friedrichshafen, Überlingen, Ravensburg, Lindau, Constance or Singen. There is also the option of travelling from Ulm via  [BlaBlaBus](#).

Carpooling: If you wish, you can also share a car journey with others. You pay a lower price for the journey than for a train or bus journey. These offers are not as regular as a train or bus journey. At  [BlaBlaCar](#) you can find offers or offer your own car journey.

Driving licence

In Germany you must always have your driving licence with you when you drive a vehicle.

Do you have a valid foreign driving licence?

Your foreign driving licence is valid for six months after entering Germany.

During this time you have to apply for the exchange into a German driving licence at the driving licence authority.

After the six months have expired, you may no longer use the foreign driving licence in any case.

EU driving licences are generally recognised without exchange.

Fahrerlaubnisbehörde, Landratsamt Bodenseekreis

 [Glärnischstrasse 1 - 3, 88045 Friedrichshafen](#)

 [07541/2040](#) or [115](#)

 feb@bodenseekreis.de

 www.bodenseekreis.de

You do not have a valid driver's license?

To obtain a German driving licence, you must be able to prove your identity.

For an initial issue, a visit to a driving school with subsequent theoretical and practical examination will be necessary.

You should therefore check with the driving licence office before you register with a driving school to see whether you will be admitted to an examination at all.

A driving school is associated with high costs. Ask the driving school in advance about the costs.

Current account

A current account is an account for people who want to make payments through the bank. Your money is always available on your current account. Make sure that you have enough money in your account for all withdrawals and payments.

With a current account you can:

- execute bank transfers
- Receive cashless payments (payments from offices / authorities / social benefits are often made cashless, i.e. transferred to a personal current account)
- Set up standing orders

- Participate in direct debit
- Cash cheques, make cashless payments with the EC/Maestro card
- Withdraw cash at bank counters or cash dispensers
- Print out your account statements

Opening an account

Decide at which bank you would like to have an account. Arrange a date for the opening of the account. Please bring one of your identification papers with you: Proof of arrival, residence permit, identity card. If no current address is noted on the legitimation document, please also bring along a registration certificate or a comparable document.

- After opening the account, you will receive an EC card with a four-digit PIN code. Sign the EC card on the back and learn the PIN code by heart. You will need the PIN code for cashless payments and withdrawals from ATMs, but you **must keep the card and PIN code separate!**
- If you want to withdraw cash, it is best to use ATMs at the bank where you have your account. Then the withdrawal costs nothing. If the PIN code is entered incorrectly three times at the ATM, the EC card is withdrawn and blocked. In this case you have to get in touch with your bank.
- If your EC card is lost or stolen, have the EC card blocked immediately. Say your bank code and your account number. Then ask your bank for a new EC card.

Blocking emergency number ☎ [116116](tel:116116)

🕒 Around the clock.

Different banks offer current accounts at different conditions. Find out exactly how much a current account costs each month and what services the bank offers.

If you do not speak German or English, please bring an interpreter with you.

If you need help in using your EC card correctly, the following offices can help you: Your [municipality](#), a [helping circle](#), the [Adult Migration Advise Centre](#) or the [Youth Migration Service](#).

Internet and Free WIFI

Public, free WLAN hotspots

Free Wi-Fi is available in several places, for example in city centres, libraries, restaurants or media houses. You can surf the internet there with your own device.

Private WLAN

You need a contract for private WLAN via your mobile phone.

⚠ Caution: Be careful with mobile phone contracts. A contract that you can cancel at any time is better than a contract that is valid for a long time (e.g. 2 years). Before signing a

contract, ask your accommodation provider or landlord whether WLAN is technically possible at all and how you can give the technician access.

■ If you have any questions about mobile phone contracts, you can contact the following organisations: Your [local authority](#), a [helper group](#), the [migration advice centre for adults](#) or the [youth migration service](#).

Information for asylum seekers

Unfortunately, asylum seekers in Germany are not legally entitled to Internet access (WIFI) in their accommodation. Therefore, there is usually no WIFI (WLAN) in the accommodation centres. If there is a telephone connection in the accommodation, it is possible for you to take out a contract for WLAN yourself.

Liability insurance

If you cause damage to a person in Germany, you must pay compensation. Even if it was not intentional. This applies to personal injury, property damage and financial loss in the private sphere. For example, if you cause a traffic accident or if your child breaks a window pane with a ball.

In Germany, you can take out private liability insurance. The liability insurance then pays for the damage for you and your family. You can decide for yourself whether you want to take out this insurance. However, we strongly recommend it.

If you have any questions about liability insurance, you can contact the following organisations: Your [local authority](#), a [helper group](#), the [migration advice centre for adults](#) or the [youth migration service](#).

Contracts and mobile phone

Contracts

Especially important: Never sign anything you have not understood or cannot read. Otherwise, you may sign a contract or agreement that requires you to pay something. It is sometimes very difficult to undo this. Always check and compare several offers and decide in peace. Don't let anyone pressure you into signing.

Mobile phone

There are two different mobile phone contracts in Germany: **prepaid contracts** and **fixed-term contracts**. The prepaid contract has no fixed contract term. With a fixed-term contract there is a minimum contract period. This contract is automatically renewed if you do not cancel it yourself. If you do not want the contract to renew automatically, you must cancel in writing. Pay attention to the deadline.

10 important questions for the conclusion of the contract:

- How much is the basic fee? Does the fee increase after a certain time?
- Is there a minimum monthly turnover (minimum cost per month)?
- How long is the contract (e.g. 12 or 24 months)?

- If I do not cancel the contract, will the contract be automatically renewed?
- When do I have to cancel if I do not want to extend the contract?
- How much does it cost to set up, change and deactivate the device?
- After which time cycle (60/1, 10/10) is the calculation made?
- How much does the minute cost (foreign/own network)?
- How much does a mobile phone with contract cost and how much does a mobile phone without contract cost?
- How much does Internet cost?
- How much do telephone calls abroad cost?

If you have any questions about contracts, you can contact the following offices: Your [municipality](#), a [helping circle](#), the [Adult Migration Advisory Centre](#) or the [Youth Migration Service](#).

Waste separation

There are different types of waste. The various wastes must be separated. They are then disposed of. The waste management office ("Abfallwirtschaftsamt") is responsible for this. It takes care of the collection of the waste.

Abfallwirtschaftsamt, Landratsamt Bodenseekreis

■ [Glärnischstrasse 1 - 3, 88045 Friedrichshafen](#)

■ [07541/2045199](#)

■ [www.abfallwirtschaftsamt.de](#)

This garbage is picked up by the waste management office:

- The brown bin
- The blue bin
- The black bin
- The yellow bag

What belongs in what bin?

The brown bin is for organic waste.

The organic waste bin includes, for example, leftovers of plants and food, paper kitchen towels, egg cartons.



The blue bin is for paper waste.

Only cardboard and paper are allowed in the paper bin. For example: Newspapers and advertising, books, letters and envelopes, cardboard boxes.



The black bin is for residual waste

The residual waste bin includes cigarette butts, old medicines, rubbish, vacuum cleaner bags, nappies, sanitary towels and tampons, plasters, clothes hangers, paper with foil: For example stickers and photos, ladies' tights, baking paper, toothbrushes, razor blades



The yellow bag is for packaging and plastic.

Packaging belongs in the yellow bag. For example: Plastic food packaging, plastic bottles without deposit, tetra-packs, tins and aluminium.



When is the garbage picked up?

At the end of the year you will receive the removal plan by mail. There it says when which garbage is picked up. You can also create a [personal removal calendar here](#).

■ On collection day, put the garbage on the side of the road at 06:00 in the morning.

You'll have to take out this trash yourself:

- **Old glass**

Glass containers must be placed in collection containers.

You may throw in the glass from Monday to Saturday from 08:00 to 19:00.

In the collection containers for glass belong, for example: Glass bottles, preserving jars, preserving jars.

You have to separate the glass by colour. And throw them into the correct collection container.



• Waste with harmful substances

Waste containing harmful substances is harmful to health. And for the environment. Therefore, waste containing harmful substances must not be disposed of in the residual waste. This waste must be handed in to the so-called "Schadstoff-Mobil". The Schadstoff-Mobil is a special truck. The pollutant mobile comes to your city twice a year. [Here you can see the dates.](#)

Or you can hand in the harmful substances at the disposal centre. You can do that on certain afternoons.

Harmful substances are for example: Paints and varnishes, cleaning agents, batteries.

What is a "Wert-Stoff-Hof"?

A so-called "Wert-Stoff-Hof" is a place in your city or community. There you can hand in recyclable materials. [Here you can find the opening hours.](#)

What is an "Entsorgungs-Zentrum"?

A so-called "Entsorgungs-Zentrum" is a disposal center and a large place for waste. There you can hand in special waste. For example: Garden waste and bulky waste.

The disposal centres are located in:

- [Friedrichshafen-Weiherberg near Raderach](#)
- [Tett nang-Sputenwinkel in Tett nang Bürgermoos](#)
- [Überlingen filling woad in Überlingen](#)



Broadcasting fees

Germany has independent radio, television and online programmes from ARD, ZDF and Deutschlandradio. They report free from economic and political influences. Everyone pays money for this. This is called the licence fee.

The law stipulates that a licence fee must be paid for every home in Germany. However, only one person per home has to pay the licence fee. This costs €17.50 per month and must be paid to the ARD, ZDF and Deutschlandradio contribution service.

Further information can be found on the broadcasting licence fee website:

■ www.rundfunkbeitrag.de

Also available in several languages:

■ www.rundfunkbeitrag.de/welcome

Do I also have to pay licence fees?

Some people can be exempted from paying. For example, if you receive benefits under the Asylum Seekers' Benefits Act or other social benefits. An application must be submitted for [exemption from](#) the [licence fee](#). You can find out what to do in the [following flyer](#).

Here you can go directly to the page to apply for exemption from payment:

🔗 [The licence fee - apply for exemption or reduction](#)

Taxes and tax returns

You must pay tax on your income in Germany. If you are employed, you will receive the net amount of your salary from your employer, i.e. your taxes have already been settled. If you are self-employed, you must pay tax on your income independently.

Tax identification number

The tax ID is an 11-digit number and is used for income tax purposes. The workplace requires this number. If you do not have this number in your documents, you can obtain it personally from the registration office or in writing from the Federal Tax Office.

If you need help with your tax return, it is best to contact your local income tax association. If you have any further questions, the tax office can also help you.

Lohnsteuerhilfe Baden-Württemberg e.V. in Friedrichshafen

■ [Werastrasse 54, 88045 Friedrichshafen](#)

■ [07541/38350](#)

■ friedrichshafen@lohi-bw.de

■ www.lohi-bw.de

Further location Friedrichshafen

■ [Riedleparkstrasse 22, 88045 Friedrichshafen](#)

■ [07541/2869977](#)

■ fh-riedlepark@lohi-bw.de

■ www.lohi-bw.de

Other advice institutions with different locations:

- [Vereinigte Lohnsteuerhilfe e.V.](#)

Debt and debt counselling

Are you in debt and the bank is no longer paying out any money? The bailiff is at the door?

The **debt counselling** service **of the Lake Constance district office** advises people from the Lake Constance district with financial problems. Counselling is confidential, free and voluntary.

Debt **counselling**, **Social Welfare Office**, **Landratsamt Bodenseekreis**

■ [Glärnischstraße 1 - 3, 88045 Friedrichshafen](#)

■ [07541/2045105](#)

■ schuldnerberatung@bodenseekreis.de

■ www.bodenseekreis.de

■ Please make an appointment.

■ Open consultation hours for urgent matters:

Every Wednesday from 09:00 to 11:30 and Thursday from 14:00 to 16:00

Pets and taxes

If you have a pet dog in Germany, you must register it with your local authority and pay taxes.

You can find more information about this on the following pages:

 <https://handbookgermany.de/de/pets>

Living

Where do I look for a flat?

Important to know

It is very difficult to find a flat in the Lake Constance district. You should therefore try to start your search as early as possible. You should also try to be flexible about where exactly you want to live and be prepared to make compromises.

Search the internet on housing portals

Most flat adverts can be found on the Internet these days.

Here are some addresses for searching for flats on the Internet:

 www.meinestadt.de

 <http://www.vierwaen.de/>

 www.wohnung-mieten.de

 www.immonet.de

 www.wg-gesucht.de

 www.immozentral.com

 www.immobilienscout24.de

 www.wohnungsmarkt24.de

 www.nestoria.de

 www.wohnung-jetzt.de

Searching on social media

Many flat adverts are now also published on social media such as Facebook (often in local groups). People looking for a flat can also advertise in these groups that they are looking for a flat.

Search in newspapers (sometimes also available online)

You can also find adverts in local newspapers (e.g. Südkurier or Schwäbische Zeitung) that are placed by landlords. You can also place an advert in a newspaper yourself (for a fee) and advertise your rental search. Sometimes this way works to get a flat.

Search among neighbours and acquaintances


You can often find a flat through personal contacts with neighbours and acquaintances. Let your acquaintances know that you are looking for a flat. If you are a member of an association, let them know that you are looking for a flat. Perhaps someone from the association can help you or knows someone who rents a flat.

Search in public places

Also look out for notices at bank branches or in other public places. Sometimes (although less often) flats are also advertised there.

Housing entitlement certificate and social housing

If you have a low income, you can apply for a certificate of eligibility for social housing under certain conditions. Contact your [local authority](#) for this. There you can also clarify directly which documents you need to submit in your case.

 Please note that you are not entitled to social housing even if you have a certificate of eligibility.

Which documents do I need?

The **application for housing** usually contains the following documents:

1. Covering letter on the apartment ad
2. Tenant self-assessment
3. Proof of income or notice of performance
4. Schufa information
5. Copies of identity cards
6. Certificate of freedom from rent debt

If you prepare these documents carefully, you will have a better chance of being accepted for the apartment.

1. Covering letter on the apartment ad

When writing your cover letter, you write a short text in which you introduce yourself and explain why you are interested in this apartment. Try to answer the following questions in the cover letter:

- Who belongs to you or should move into the apartment?
- Why are you searching for an apartment?
- Why are you applying for exactly this apartment in this area?

This is what a cover letter could look like:

Subject: Application for the 3-room apartment at Mustermann-Straße 1, 88677 Markdorf

Dear Mr. Mustermann,

Your 3-room apartment in Mustermann-Straße 1 in Markdorf is exactly what we imagine for our new home.

We (Mr. and Mrs. Mustermann with our 3-year-old daughter) are looking for a larger apartment in a quiet area in Markdorf.

The apartment you offer is ideal for a small family and offers enough space for the three of us.

The location of the apartment is also ideal for us, we can reach our workplaces quickly and our daughter's kindergarten is only a few minutes' walk away.

We're both employed. You will find our proof of income enclosed.

We could move in on TT.MM.JJJJ.

We are looking forward to hearing from you and visiting the apartment together.

With kind regards

Mr and Mrs Mustermann with daughter

Facilities:

Self-disclosure

Proof of income or notice of performance

Schufa information

Copies of identity cards

Certificate of freedom from rent debt

■ Be objective and honest in your cover letter. If you do not currently have a job, please formulate it like this: The rent for the apartment is secured by the job centre.

2. Tenant self-assessment ("Mieter-Selbstauskunft")

The first question that every landlord asks himself is: Who wants to move in here? The self-assessment provides the answer. In this document you provide information about all relevant personal information that is of interest to the landlord. These are:

- First and last name
- Birthday
- Current address
- Contact details (phone and e-mail)
- Current profession and employer
- Monthly income

You can set up the tenant self-assessment yourself.

■ The important thing is: If you do not want to move in alone, but with a partner, your family or a friend in a shared flat, all tenants should provide a self-disclosure form.

3. Proof of income

Landlords want to be sure that you can pay the monthly rent. Thus, a proof of income is an important document to show your financial situation. In most cases, proof of the last three months is requested. Always enter the total joint income (families, couples usw.).

■ If you have no income of your own, you should submit the notice of benefits from the job centre.

4. Schufa information

A Schufa information (German credit investigation agency) provides information about your solvency. You can apply online for a [Schufa information](#). Take care of it early so that it arrives in time for the apartment search.

■ The free version of the Schufa information is called ["data copy according to Art. 15 DS-GVO"](#). This is sufficient for landlords.

5. Copy of identity card

A copy of your identity card (or residence permit) also belongs in the application for an apartment.

■ All tenants who want to move into the property add copies.

6. Certificate of the freedom from rent debts

Future landlords often want to know whether you are free of rent debts. The certificate of freedom from rent debts shows that you have paid your rent from your previous landlord continuously and punctually.

Your previous landlord can issue you a certificate that you do not owe rent.

■ Another way of proving that you are free of rent debts is to show bank statements from the last year, which show punctual payments.

Support and advice

Advice

Deutscher Mieterbund Bodensee e.V. ("German Tenants' Association"), advice centre Überlingen

■ [Mühlenstr. 4, 88667 Überlingen](#)

■ [07551/67678](#)

■ www.mieterbund-bodensee.de

Deutscher Mieterbund Bodensee e.V. ("German Tenants' Association"), advice centre Konstanz

■ [Zähringerplatz 15, 78464 Constance](#)

■ [07531/25913](tel:0753125913)

■ www.mieterbund-bodensee.de

Mieterverein Oberschwaben e.V. Beratungsstelle Ravensburg (Tenants' Association) advice centre Ravensburg

■ [Seestr. 15, 88214 Ravensburg](#)

■ [07512/4541](tel:075124541)

■ www.mieterverein-oberschwaben.de

Financial support

- **Certificate of entitlement to housing and social housing ("Wohnberechtigungsschein")**

If you have a low income, you can, under certain conditions, apply for a certificate of entitlement to social housing. You should contact your [local authority](#) to find out which documents you need to submit in your case.

■ Please note that you are not entitled to social housing even if you have a certificate of eligibility for housing.

- **Housing assistance ("Wohngeld")**

If your income is very low, you can apply for housing benefits and receive a rent subsidy under other conditions.

You can find more information and contact persons at

■ www.bodenseekreis.de

The Housing Benefits Office of the District Office Bodenseekreis is responsible for all municipalities in the Bodenseekreis, except for the large district towns of Friedrichshafen and Überlingen.

If you live in Friedrichshafen, you can obtain further information at

■ www.friedrichshafen.de

If you live in Überlingen, you can get further information at

■ www.ueberlingen.de

- **Assistance with subsistence (e.g. initial equipping of the home)**

If you do not have a job, no assets and your family income is insufficient, you can apply to the social welfare office for various forms of assistance (e.g. for initial home furnishing, initial equipment for newborns).

You can find more information and contact persons at

■ www.bodenseekreis.de

Terms and costs

Important terms and costs

Explanation of important abbreviations in housing advertisements:

Whg. = Wohnung (**flat**); App. = Apartment (**apartment**); WG = Wohngemeinschaft (**shared flat**); Zi. = Zimmer (**room**); ZKB = Zimmer-Küche-Bad (**room-kitchen-bathroom**); EG = Erdgeschoss (**ground floor**); 1. OG = 1. Obergeschoss (**Upper floor**); Wohnfl.= Wohnfläche (**living space**); EBK = Einbauküche (**fitted kitchen**); teilmöbl. = teilmöbliert (**partly furnished**); inkl. = inklusive (**including**); MM = Miete pro Monat (**rent per month**); NK = Nebenkosten (**additional costs**); HK = Heizkosten (**heating costs**); Kaut. = Kautions (**deposit**)

Rental agreement

A commitment to an apartment only becomes binding through a rental contract. The rental agreement clarifies both the rights and obligations of the landlord and the rights and obligations of the tenant. The rental agreement also contains many other important details that you should read carefully (settlement of heating and operating costs, cancellation periods, keeping of pets, subletting and much more).

■ Read the rental agreement carefully before you sign it. Have a friend with a good knowledge of German read the rental agreement or get professional support, such as from the [tenant protection association \("Mieterschutzbund"\)](#). This association assists tenants with legal questions relating to the rent. In the event of disputes with the landlord, the tenants' protection association can advise you. The consultation is bound to a membership (for a fee).

House rules

The house rules describe the rules of living together in the house. This includes, for example, rest periods in the house from 10 p.m. to 8 a.m., clearing snow in winter, regular cleaning of the staircase and much more. Please read the rules of the house carefully.

Landlord Certificate ("Wohnungsgeberbescheinigung")

Your landlord must fill out this form . You need this certificate for your change of registration (change of address) in your municipality or at the registration office.

■ You need to re-register in your new community as soon as possible, at the latest after 2 weeks.

Cold rent ("Kaltmiete")

The cold rent refers to the costs for the apartment **without** service charges such as water, heating, water heating, caretaker and the property tax. The cold rent is always lower than the warm rent.

Warm rent ("Warmmiete")

The warm rent refers to the total costs for the apartment, i.e. the cold rent plus additional costs. But: Sometimes there are additional costs to the warm rent, such as electricity, radio (radio, television) and waste disposal.

■ When looking for an apartment, you should always pay attention to whether the apartment advertisement states the cold rent or the warm rent. Without information on the additional costs, some of the housing offers appear deceptively cheap. You should therefore clarify in advance which costs are included in the rent.

Security deposit ("Kaution")

The deposit serves as a financial security for the landlord in case something gets broken in the apartment. The deposit is usually 2-3 cold rents.

At the end of the tenancy, the deposit will be refunded if the apartment is handed over to the landlord/renewed tenant clean and without defects.

■ It is recommendable to take pictures of the apartment when you move in or hand over the apartment to verify its condition. Thus, you can prove the condition of the apartment when you moved in which might be of interest when you move out.

Tenant self-assessment ("Mieter-Selbstauskunft")

The tenant self-assessment is comparable to a questionnaire that is requested by the landlord. Above all, the landlord wants to check whether the tenant is able to pay the rent. You can set up the tenant self-assessment yourself. It contains the following information:

- First and last name
- Birthday
- Current address
- Contact details (phone and e-mail)
- Current profession and employer
- Monthly income

Schufa information

A Schufa information (German credit investigation agency) provides information about your solvency. You can apply online for a [Schufa information](#). Take care of it early so that it arrives in time for the apartment search.

The free variant of the Schufa information is called ["data copy according to Art. 15 DS-GVO"](#). This is sufficient for landlords.

Behaviour in the apartment

Basics for living

Heating and ventilation:

Heat so that the room temperature is 19-21 degrees. In bedrooms the optimal temperature is 16-18 degrees.

Sufficient ventilation is important:

Open the windows 2-3 times a day for about 10 minutes to let fresh air into the room. A tilted window is not effective enough. At temperatures below 0 degrees 5 minutes of ventilation is sufficient. Be careful not to cover radiators. If you are absent for a longer period of time, turn off the heating.

Save water:

Always turn off all taps. Shower instead of taking a bath and do not wash dishes under running water.

Avoid mould in the bathroom, kitchen and bedrooms:

Ventilate immediately after getting up, cooking and showering or bathing. Make sure that furniture is placed 5-10 cm from the outside wall.

Save energy:

To keep your electricity bill low, look out for new energy-efficient appliances in your household. Use a power strip that can be switched off. This allows you to consistently turn off your devices when you don't need them.

■ [Flyer Economical use of energy](#)

Accommodation for asylum seekers and ethnic German repatriates

Shared accommodation (asylum seekers and ethnic German repatriates)

As an asylum seeker, the district office will provide you with a place to stay in shared accommodation. You will live there for the duration of your asylum procedure.

German ethnic German repatriates also have the option of living in shared accommodation for up to one year.

■ As an asylum seeker, you have a residence obligation for the first three months after your arrival in Germany. This means that you are not allowed to leave the federal state of Baden-Württemberg without permission. The foreigners authority will decide whether to grant you permission (written authorisation). From the fourth month onwards, you can then travel freely in Germany.

Subsequent accommodation (asylum seekers)

After 24 months in the shared accommodation or when a decision has been made on your asylum application, you must move out of the shared accommodation.

Before moving out, you can look for your own accommodation. If you are unable to find your own accommodation, the district administration office will place you in a neighbouring accommodation.

■ Please inform your local authority when you start work so that benefit payments (including rent) can be adjusted in good time.

Contact

Office for Migration and Integration, Landratsamt Bodenseekreis

■ [Albrechtstraße 75, 88045 Friedrichshafen](#)

■ [07541/2045095](#)

■ migration@bodenseekreis.de

■ www.bodenseekreis.de

Culture, leisure, volunteering

Clubs and leisure time

Clubs in the Lake Constance district

Clubs are groups in which people come together because they have similar interests or hobbies. In a club, members can do things together, exchange ideas and learn from each other. Clubs are important because they help people to become part of a community and integrate better into society. Clubs can provide important support, especially for people who are new to a country or region. In the Lake Constance district, there are many different associations that are active in the towns and communities. These clubs offer people the opportunity to meet up, have fun together or get involved in something together.

The overview with the list of clubs

The municipality of Bermatingen: ■ [Follow this link - www.bermatingen.de](http://www.bermatingen.de)

The municipality of Daisendorf: ■ [Follow this link - www.daisendorf.de](http://www.daisendorf.de)

The municipality of Deggenhausertal: ■ [Follow this link - www.deggenhausertal.de](http://www.deggenhausertal.de)

The community of Eriskirch: ■ [Follow this link - Associations and organisations | Community of Eriskirch](#)

The municipality of Frickingen: ■ [Follow this link - www.frickingen.de](http://www.frickingen.de)

The city of Friedrichshafen: ■ [Follow this link - www.friedrichshafen.de](http://www.friedrichshafen.de)

The municipality of Hagnau: ■ [Follow this link - www.gemeinde-hagnau.de](http://www.gemeinde-hagnau.de)


- The municipality of Heiligenberg:  [Follow this link - www.heiligenberg.de](http://www.heiligenberg.de)
- The municipality of Immenstaad:  [Follow this link - www.immenstaad.de](http://www.immenstaad.de)
- The municipality of Kressbronn:  [Follow this link - Vereine \(kressbronn.de\)](http://www.vereine.kressbronn.de)
- The municipality of Langenargen:  [Follow this link - www.langenargen.de](http://www.langenargen.de)
- The town of Markdorf:  [Follow this link - www.markdorf.de](http://www.markdorf.de)
- The municipality of Meckenbeuren:  [Follow this link - www.meckenbeuren.de](http://www.meckenbeuren.de)
- The town of Meersburg:  [Follow this link - Associations | Town of Meersburg](http://www.meersburg.de)
- The community of Neukirch:  [Follow this link - Associations - Community of Neukirch \(neukirch-gemeinde.de\)](http://www.neukirch-gemeinde.de)
- The municipality of Oberteuringen:  [Follow this link - www.oberteuringen.de](http://www.oberteuringen.de)
- The municipality of Owingen:  [Follow this link - Associations: Municipality of Owingen](http://www.owingen.de)
- The municipality of Salem:  [Follow this link - www.salem-baden.de](http://www.salem-baden.de)
- The municipality of Sipplingen:  [Follow this link - www.sipplingen.de](http://www.sipplingen.de)
- The municipality of Stetten:  [Follow this link - www.gemeinde-stetten.de](http://www.gemeinde-stetten.de)
- The town of Tett nang:  [Follow this link - www.tett nang.de](http://www.tett nang.de)
- The town of Überlingen:  [Follow this link - www.ueberlingen.de](http://www.ueberlingen.de)
- The municipality of Uhd ing en-Mühlhof en:  [Follow this link - www.uhd ing en-muehlhof en.de](http://www.uhd ing en-muehlhof en.de)

Cultural organisations

The migrant organisations




Cultural organisations are for all people with a migrant background. They are also for people who are interested in a particular culture. All people can exchange ideas in cultural organisations. There are various offers, such as language, education and cultural festivals. You can find the clubs on the website of your [town or municipality](#).

You can also find a large number of clubs in Friedrichshafen [here](#).

 In Baden-Württemberg, you can also send your questions to the State Association of Municipal Migrant Representatives (LAKA-BW). You can also ask questions there.

The state association of municipal migrant representatives in Baden-Württemberg (LAKA-BW)

The contact:

 [Charlottenstraße 25, 70182 Stuttgart](http://www.charlottenstra25.de)
 [+4971124837202](tel:+4971124837202)
 www.laka-bw.de


Sports clubs

In sports clubs, you do sport together with others. This is also a great way to make friends.

There are various sports clubs with different programmes in the Lake Constance district. You can find out what is on offer in your town on the website of your [town/community](#).

The Sportkreis Bodensee e.V. also offers a wide range of sports activities.

 [Sportkreis Bodensee e.V.](#)

 If you are interested, simply ask there when the next training session is taking place and whether you can come along for a trial session.

Cinema, culture, art

Every [community in the Lake Constance district](#) has its own range of events in the fields of culture, cinema, art and theatre.

(Art) associations in your community can be found [here](#).

Art, culture, cinema and museums in Friedrichshafen can be found [here](#).

Art collections, galleries and archives of the Lake Constance district can be found [here](#).

You can find the offers of the youth art school [here](#).

Youth work and youth leisure

Youth clubs


Youth clubs ("Jugendtreffs") are get-togethers for teenagers and young adults. In youth clubs, there are many different offers and activities, which are mostly free of charge.

If you feel like meeting new young people, then drop in at the meeting place near you.

Friedrichshafen

- **Youth club Ailingen**


 [Haldenweg 50, 88048 Friedrichshafen](#)


 [0151/51440655](#)

- **Youth club Ettenkirch**


 [Gregor-Schwake-Strasse 9, 88048 Friedrichshafen](#)


- **Youth club Fischbach**

 [Zeppelinstraße 273, 88048 Friedrichshafen](#)

 [0175/2263344](#)

- **Youth club Kitzenwiese**

 [Ravensburgerstraße at the corner of Länderöschstraße \(skater park\), 88046 Friedrichshafen](#)

 [0151/72083830](#)

- **Youth club Kluftern**
■ [Bahnhofstrasse 13, 88048 Friedrichshafen](#)
■ [0170/4571885](#)
- **Youth club PRO (Albert-Merglen-Schule)**
■ [Heinrich-Heine-Strasse 22/1, 88045 Friedrichshafen](#)
■ [0175/4313875](#)
- **Youth centre Schreienesch**
■ [Ulrichstrasse 22, 88046 Friedrichshafen](#)
■ [0151/72083830](#)
- **Youth club MOLKE**
■ [Meistershofener Straße 11, 88045 Friedrichshafen](#)
■ [07541/386725](#) or ■ [0175/5188922](#)
- **Children and youth club Wiggerhausen**
■ [Bodelschwinghstrasse 39, 88045 Friedrichshafen](#)
■ [0160/97726388](#)
- **Club Wachirweg for children**
■ [Wachirweg 14, 88045 Friedrichshafen](#)
■ [0175/2263344](#)
- **Playhouse & Play bus**
■ [Meistershofener Str. 11a, 88045 Friedrichshafen](#)
■ [07541/386729](#)

More information about youth clubs in Friedrichshafen [here](#).

Bermatingen

- **Youth club Bermatingen**
■ [Schulstrasse 16, 88697 Bermatingen](#)
■ [www.bermatingen.de](#)

Heiligenberg

- **Youth group Heiligenberg**
■ [Schulstr. 5, 88633 Heiligenberg](#)
■ [07553/917654](#) or ■ [0171/3371973](#)

Immenstaad

- **Youth club Immenstaad**
■ [Hauptstraße 29, 88090 Immenstaad](#)
■ [07545/9492199](#)

Kressbronn

- **Youth department Kressbronn**
■ [Hauptstraße 19, 88079 Kressbronn](#)
■ [07543/9529101](#) or ■ [0175/1273141](#)

Long frames

- **MEETING LA**

■ [Kirchstraße 15, 88085 Langenargen](#)
■ [07543/933047](#) or ■ [0151/52885368](#)
■ [www.langenargen.de](#)

- **Youth centre Stellwerk**

■ [Mühlesch 2, 88085 Langenargen](#)
■ [07543/933047](#) or ■ [0151/52885368](#)
■ [www.langenargen.de](#)

Markdorf

- **Children and Youth Café ZEPP**

■ [Zeppelinstraße 7, 88677 Markdorf](#)
■ [07544/71048](#)

- **Youth club SkatesOpen**

■ [Ensisheimerstrasse 26, 88677 Markdorf](#)
■ [07544/9659212](#)

Meckenbeuren

- **Youth cafe Meckenbeuren**

■ [Grad-Zeppelin-Strasse 22, 88074 Meckenbeuren](#)
■ [07542/912009](#)
■ [www.meckenbeuren.de](#)

Oberteuringen

- **Youth room "Jura" in the community hall Oberteuringen**

■ [St. Martin - Place 9, 88094 Oberteuringen](#)
■ [07546/918081](#) or ■ [07546/35298953](#)

Salem

- **Youth club "Teekessele"**

■ [Kirchgasse 1, 88682 Salem](#)
■ [0160/9012956](#)
■ [www.salem-baden.de](#)

Tettnang

- **Youth centre Tettnang**

■ [Schulstr. 2, 88069 Tettnang](#)
■ [07542/55665](#)
■ [www.jugendhaus-tettnang.de](#)

Überlingen

- **Youth department Überlingen**
■ [Bahnhofstrasse 3, 88662 Überlingen](#)
■ [07551/991171](#) or [07551/991173](#)
■ [www.jugendreferat-ueberlingen.de](#)

Uhldingen-Mühlhofen

- **Youth department Uhldingen-Mühlhofen**
■ [Mühlhofen, Aachstraße 4, 88690 Uhldingen-Mühlhofen](#)
■ [07556/71726](#) or ■ [0152/51497356](#)

Taking part is a matter of honour ("Mitmachen Ehrensache")

The action day "Mitmachen Ehrensache" takes place every year in December. The action day is about voluntary commitment and career orientation. This means that young people voluntarily work for one day with an employer. Their wages will then be donated to a good cause. In the process, they get to know the employer and can consider whether this profession matches their expectations. All young people can take part. The young people of a school choose together for which good cause their wages are donated.

Particularly committed young people can also be trained as ambassadors. They advertise the campaign with their friends and at their school.

Further information:

■ [www.bodenseekreis.de](#)

Youth Media Week

Every year during the autumn holidays, the Lake Constance district office organises the Youth Media Week. During this week, children and young people can learn about the correct use of media. There are workshops, lectures and other activities on the subject of media.

You can find more information and register here:

■ [www.bodenseekreis.de](#)

Volunteering

Civic engagement

What is civic engagement?

People who are committed to other people or to a good cause work on a voluntary basis. These people volunteer in their free time, without payment. It is also known as civic engagement. Civic engagement holds society together. It creates trust and solidarity and strengthens the sense of responsibility towards society.

There are many ways to volunteer: helping elderly people, supporting people with disabilities, helping neighbours, helping refugees, working in a sports club, helping in an animal shelter and many other things.

Do you have questions about civic engagement? Contact:

Servicestelle Bürgerschaftliches Engagement, Landratsamt Bodenseekreis

Nadja Gauss & Miriam Moll

■ [Albrechtstraße 75, 88045 Friedrichshafen](#)

■ [07541/2045605](#)

■ buengerengagement@bodenseekreis.de

■ www.bodenseekreis.de

Beauftragte für Bürgerschaftliches Engagement, Stadt Friedrichshafen

Sandra Sebetic

■ [Adenauerplatz 1, 88045 Friedrichshafen](#)

■ [07541/2033119](#)

■ engagement@friedrichshafen.de

■ www.friedrichshafen.de

Anlaufstelle für Bürgerengagement Stadt Tettnang

Melanie Friedrich

■ [Montfortstraße 2, 88069 Tettnang](#)

■ [07542510107](#)

■ melanie.friedrich@tettang.de

■ www.tettang.de

Büro für Gemeinwesenarbeit in Oberteuringen

■ [St.-Martin-Platz 9, 88094 Oberteuringen](#)

Inklusives Oberteuringen

Annika Taube

■ [0754629965](#)

■ Annika.Taube@Oberteuringen.de

Lebensräume Jung und Alt

■ [0754635298953](#)

■ lebensraum.oberteuringen@stiftung-liebenau.de

■ www.oberteuringen.de

Would you like to help and get involved?

The platform "Freiwilligenbörse" in the form of a database includes an overview of the current initiatives looking for volunteers.

■ [Click here for the volunteer exchange.](#)

Your association/initiative is looking for volunteer support?

Register in the database "Freiwilligenbörse" if your association or initiative is looking for volunteers.

■ [Click here to register with the Freiwilligenbörse.](#)

You are a volunteer and would like to get further training?

■ [Click here to get to the civic engagement education programme.](#)

Support groups for immigrants

In almost every town and municipality in the Lake Constance district, there are groups that support migrants. The support groups help migrants to orientate themselves in their new environment. They help with questions about daily life, for example. For example, if a letter is not understood in German. Many helper groups also offer support in learning German.

Helper groups in the Lake Constance district:

- ["Citizens for each other" Bermatingen](#)
- [Circle of friends for refugees and asylum Markdorf](#)
- [Refugee and asylum support group Oberteuringen](#)
- [Kressbronn support group "A heart for refugees"](#)
- [Ecumenical Asylum Support Group St Columban](#)
- [Kressbronn, Eriskirch, Langenargen pastoral care unit](#)
- [Tett nang Integration Network](#)

Contact for the help groups in the Bodensee district office:

Office for Migration and Integration, Lake Constance District Office

■ [Albrechtstraße 75, 88045 Friedrichshafen](#)

■ integration@bodenseekreis.de

■ www.bodenseekreis.de

Training, work and study

Education and school

Vocational training (dual and full-time)

In Germany, it is a great advantage to have a **vocational qualification**. People with a vocational qualification earn more on average over the course of their lives, are less likely to be unemployed and have fewer fixed-term employment contracts than those who are looking for work without a vocational qualification.

Please note: To find out whether you are authorised to do an apprenticeship, please contact your foreigners authority (this does not apply to EU citizens). Third-country nationals require a residence permit to start training. Special regulations also apply to asylum seekers, who can apply for a tolerated stay for training under certain conditions. If you have a training contract, you should apply for an employment permit from the immigration office as soon as possible. You can find out more about training toleration [here under this link](#).

Dual training

Dual vocational training is a speciality in Germany. Around one third of dual training takes place at a vocational school and around two thirds at a training company. This means that you learn both theory and practice and earn money in the company during your training.

Depending on the type of occupation you would like to learn in a dual training programme, you should contact the appropriate office:

Chamber of Crafts (HWK)

The Chamber of Crafts (HWK) is responsible for skilled trades. This covers professions such as baker, bricklayer or painter.

Ulm Chamber of Crafts

Contact:

■ [Olgastraße 72, 89073 Ulm](#)

■ [07311/4250](#)

■ info@hwk-ulm.de

■ www.hwk-ulm.de

Chamber of Industry and Commerce (IHK)

The Chamber of Industry and Commerce (IHK) is responsible for professions in industrial production, trade and services. This includes, for example, plant mechanics or wholesale and foreign trade clerks.

Lake Constance-Upper Swabia Chamber of Industry and Commerce

Contact:

■ [Lindenstraße 2, 88250 Weingarten](#)

■ [07514/090](#)

■ info@weingarten.ihk.de

■ www.weingarten.ihk.de

Pre-school training at the vocational school

In Germany, there is not only dual training, but also full-time school-based training at a vocational school. This training takes place outside the dual system, i.e. without an apprenticeship in a company, and offers completed vocational training in theory and practice. It usually lasts two to three and a half years. Instruction takes place full-time and includes both vocational and general education subjects. As vocational colleges differ greatly in terms of training programmes, admission requirements, duration of training and further education options, it is advisable to obtain information directly from the respective school.

💡 You can find more information about vocational schools [via this link](#).

Vocational schools

For teenagers and young adults aged 15 and over, **vocational schools** offer various options if they are no longer attending a general school. They prepare students for a profession and also offer the opportunity to obtain general school-leaving qualifications. In Germany, school attendance is compulsory until the age of 18, which means that children and young people must attend school during this time!

💡 The Employment Agency can advise you on the subject of vocational schools at: www.arbeitsagentur.de/bildung

Vocational schools for vocational preparation and for obtaining a first qualification (this is equivalent to the Hauptschulabschluss):

The Berufseinstiegsjahr (BEJ) and the Berufsvorbereitungsjahr (BVJ)

These are programmes for pupils with or without a secondary general school certificate who do not yet have any concrete career ideas or a training position. They gain an insight into various occupational fields and can either build on a secondary general school leaving certificate or acquire a level of education equivalent to a secondary general school leaving certificate.

The dual training preparation programme (AVdual)

The one-year, full-day training programme "AVdual" enables students to catch up on or improve their secondary school leaving certificate and helps them find an apprenticeship. In 30 days of work experience, pupils can find out which profession and which training company suits them best. They receive support and advice from the AVdual mentors. At school, their interests and opportunities are analysed by the learning guidance service and learning goals are set together.

In the Lake Constance district, "AVdual" is offered by the following school:

- [Droste-Hülshoff-Schule \(Friedrichshafen\): AVdual](#)

The preparatory year for work and career with a focus on acquiring German language skills (VAB-O) and preparatory year for work and career (VAB)

In the VAB-O classes, students from many different countries learn German together. The aim is to acquire German language skills. At the same time, important foundations are laid for later work. At the end of the school year, they can take a German exam and receive a certificate for level A2 or B1. They then have the opportunity to attend the preparatory year for work and career (VAB).

The VAB classes are for all those who have not yet completed their compulsory schooling and do not have a secondary school leaving certificate. In the VAB, they are specifically prepared for entering the world of work over the course of a year. At the end, they can take an additional examination in German, maths and possibly English to obtain a qualification that corresponds to the Hauptschulabschluss.

In the Lake Constance district, the VAB-O and VAB classes are currently offered at the following schools:

- [The Claude Dornier School in Friedrichshafen: VAB class](#)

- [Hugo Eckener School in Friedrichshafen: VAB-O class](#)
- [The Marie Curie School in Überlingen: VAB-O class](#)
- [The Constantin-Vanotti School in Überlingen: VAB-O class](#)

Advice on all aspects of school, migration and preparatory classes: TheMarkdorf State Education Authority

Contact:

■ [Am Stadtgraben 25, 88677 Markdorf](#)

■ [07544/50970](#)

■ poststelle@ssa-mak.kv.bwl.de

■ www.schulamt-markdorf.de/

Further vocational schools for higher qualification:

The vocational school

Here, training takes place in a dual system. This means that part of the training is learnt in theory at school and the other part is taught in practice in a training company.

The vocational school

Vocational schools generally last one to three years and offer basic vocational training, preparation or the acquisition of a qualification. It is possible to achieve the next higher school-leaving qualification up to an intermediate school-leaving qualification.

Vocational schools generally offer the following vocational fields:

- commercial
- domestic-social-educational or nursing
- industrial-technical

The technical college

The one- or two-year specialised schools are institutions that offer further vocational training. They build on vocational training that has already been completed and deepen the skills learnt there. They prepare students for a job in middle management or for self-employment.

The technical colleges generally offer the following specialisations:

- Technology
- The economy
- Social work
- Agriculture
- Design

The vocational college

Vocational colleges last one to three years and require an intermediate school leaving certificate. They aim to achieve an advanced vocational qualification or to acquire the entrance qualification for universities of applied sciences (entitling students to study at a university of applied sciences).

Vocational colleges generally offer the following programmes:

- Technology
- Business and administration
- Social pedagogy
- Health and care
- Home economics

The vocational college

You need to have completed vocational training and at least an intermediate school-leaving certificate to attend a vocational upper secondary school. It usually lasts two years and prepares you for a subject-specific higher education entrance qualification or, with a second foreign language, for a general higher education entrance qualification. This gives you access to higher education.

Vocational upper secondary schools generally have the following specialisations:

- The technical secondary school
- The business secondary school
- Secondary school for social services

The vocational grammar school

With an intermediate school leaving certificate and an average grade of 3.0 in the main subjects, you can attend a three-year vocational grammar school. This leads to the general higher education entrance qualification (Abitur) and entitles you to study at any university or college.

Vocational grammar schools generally offer the following specialisations:

- Technical
- Economics and business studies
- Social and health sciences
- Agricultural science
- Biotechnology
- The nutritional science

💡 You can find more information about the training programme (dual and full-time) [here via this link](#).

Career guidance

Which profession suits me and matches my skills?

💡 Find out more and get advice from your local **employment agency** : www.arbeitsagentur.de

In these videos, the topic of training and studying for migrants is explained simply and clearly so that all the important information is easy to understand.

👉 Click here for the videos: [Studying and training](#) and [Vocational training in Germany](#) **(Important I have now changed these two links, they lead to relatively new videos from the Federal Employment Agency. The previous ones were either too old or set to private)**

Further information:

Experience reports and blogs about career and study choices

■ Follow the link to find out more: www.abi.de

Information about training, studying, careers and WhatsApp counselling

■ Follow the link to find out more: www.aubi-plus.de

Career check: Which profession suits me?

■ Follow the link to find out more: www.ausbildung.de

Find career information easily

■ Follow the link to find out more: www.berufenet.arbeitsagentur.de

Film portal with training and study professions

■ Follow the link to find out more: <http://www.berufe.tv/>

The careers portal "Beruf-O-Mat"

■ Follow the link to find out more: <http://www.beroobi.de/berufe-finden/berufe-a-z.ht...>

Everything about care professions

■ Follow the link to find out more: www.dbfk.de

Everything you need to know about geriatric care

■ Follow the link to find out more: <http://www.dbva.de/>

"Career explorer"

■ Follow the link to find out more: [_https://planet-beruf.de/schuelerinnen/meine-berufswahl-tools](https://planet-beruf.de/schuelerinnen/meine-berufswahl-tools)

Girls in technical professions, boys in social professions? Of course!

■ Follow the links to find out more: www.girls-day.de and www.boys-day.de

Craft trades and internship and apprenticeship exchange

■ Follow the link to find out more: www.handwerks-power.de

Journey through the professional universe

■ Follow the link to find out more: www.planet-beruf.de

Platform for regional apprenticeships, vacancies for dual study programmes and open FSJ positions

■ Follow the link to find out more: www.ausbildungsangebote.com

Web information portal with career films

■ Follow the link to find out more: www.gut-ausgebildet.de

Career and working world in the MINT sector

■ Follow the link to find out more: www.coaching4future.de

Counselling centres and training support

💡 Which apprenticeship is right for me? The local **employment agency** is available to provide you with information, tips and advice.

🔗 Follow the link to find out more: www.arbeitsagentur.de

BAföG (Federal Training Assistance Act)

Pupils can apply for financial support for eligible training at certain schools. Training programmes at general and vocational schools are eligible for funding. This applies to training at public training centres and equivalent private training centres. Participation in distance learning courses is also eligible for funding.

💡 The student unions are responsible for students.

■ Follow the two links to find out more: www.das-neue-bafoeg.de and www.bafög.de

💡 In the Bodensee district office, the **social welfare office** is responsible for processing BAföG.

■ Follow the link to find out more: www.bodenseekreis.de

Vocational training assistance (BAB) for in-company training programmes

An application for vocational training allowance (BAB) can be submitted to the local employment agency for in-company training.

■ Follow the link to find out more: www.arbeitsagentur.de

Further information:

Parents' campaign: Yes to training!

🔗 Follow the link to find out more: www.ja-zur-ausbildung.de

Information portal of the Federal Employment Agency

🔗 Follow the link to find out more: www.dasbringtmichweiter.de

Discover over 130 skilled trades here

🔗 Follow the link to find out more: www.handwerk.de

Training exchange from training to self-employment

🔗 Follow the link to find out more: www.hwk-ulm.de

Information and advice on career prospects in the skilled trades

🔗 Follow these links to find out more:

- www.khs-fn.de
- www.kreishandwerkerschaft-rv.de

- www.khs-ulm.de
- www.kreishandwerkerschaft-bc.de

Regional training atlas and apprenticeship exchange:

📍 Follow the two links to find out more: www.weingarten.ihk.de and www.ulm.ihk24.de

Training in the agricultural sector:

📍 Follow the link to find out more: www.lbv-bw.de

Inclusion and education with a disability

Young people with disabilities can do an apprenticeship just like all young people. A qualified apprenticeship creates life perspectives and strengthens social recognition. It is crucial for a largely self-determined life.

The young adults can complete the apprenticeship training in companies, in vocational training centres, special vocational schools or in workshops for disabled people (WfbM).

Employees with disabilities are specially protected by law (Severely Disabled Persons Act).

Specialist integration service (in German: "Integrationsfachdienst" or "IFD")

The specialist integration service creates and maintains disability-friendly apprenticeship and jobs. Furthermore, it offers a advice to people with disabilities and employers.

The counselling centres are located in Ravensburg, Friedrichshafen and Überlingen

Arkade-Pauline 13 gGmbH

■ Schubertstraße 1, 88214 Ravensburg

■ 07513/66300

■ info@arkade-pauline.de

■ www.arkade-pauline.de

Employment agency ("Agentur für Arbeit")

The [Employment Agency](#) looks after young people with various degrees of disability. It offers vocational orientation, career counselling and can arrange apprenticeship placements.

Berufsbildungswerk Adolf Aich gGmbH

The Berufsbildungswerk Adolf Aich gGmbH supports young people with learning disabilities. It offers vocational support, qualification and initial training. The training offers are adjusted to the labour market and are suitable for people with learning disabilities. Many recognised apprenticeships are offered in the fields of nutrition, home economics, wood, metal, agricultural engineering, business and administration.

Liebenau vocational training centre: Berufsbildungswerk Adolf Aich gGmbH

■ Schwanenstraße 92, 88214 Ravensburg

■ 07513/5558


■ info bbw@stiftung-liebenau.de


 www.stiftung-liebenau.de

Vocational preparation institution ("Berufsvorbereitende Einrichtung", BVE)

The BVE is a joint school programme of the Tannenhag School and the Claude-Dornier School in Friedrichshafen. In the BVE, pupils try out various fields of company activities in the form of internships. They are accompanied and supported by the Integrationsfachdienst (IFD).

Tannenhag School

 [Zeppelinstraße 255/1, 88048 Friedrichshafen](https://www.zepelinstrasse255.de)

 [07541/289970](https://www.07541289970.de)

 sekretariat@tannenhag.fn.schule-bw.de


 www.tannenhag-schule.de


Cooperative vocational training and preparation for the general labour market ("Kooperative berufliche Bildung und Vorbereitung auf den allgemeinen Arbeitsmarkt", KoBV)

The KoBV is a preparatory vocational training measure following the BVE offer (see above). The KoBV is intended to develop, test and consolidate work-related competences and social skills under the conditions of the general labour market. The duration of the action is normally 11 months.

Arcade-Pauline 13 gGmbH

Integration Service

 [Schubertstraße 1, 88214 Ravensburg](https://www.schubertstrasse1.de)

 [07513/663054](https://www.07513663054.de)

 www.arkade-pauline.de

You will find more information [in this guide](#)

Work

Job search

There are various ways to find a job:

- [Job exchange of the Federal Employment Agency](#)
- Other job exchanges on the Internet (e.g. [LinkedIn](#), [XING](#), [Indeed](#))
- Company websites
- Career information fairs/career fairs
- Daily and weekly newspapers
- social media
- Ask friends and acquaintances
- Ask or call the companies personally

The employment agency can also help you find work.

Contact the employment agency in [Friedrichshafen](#) or [Überlingen](#).

You can find more information about the services of the Employment Agency [here](#).

If you receive benefits from the job centre, the job centre offers help in finding work.

Contact the job centre of the Bodensee district office.

Job Centre, Lake Constance District Office

Contact:

■ [Albrechtstraße 75, 88045 Friedrichshafen](#)

■ [07541/2040](#)

■ jobcenter@bodenseekreis.de

■ www.bodenseekreis.de

■ **Job exchange on Lake Constance:** jobsambodensee.de

Unemployment

You are unemployed if you do not earn enough money to live on. As Germany is a welfare state, it helps people who cannot or can only partially support themselves. **But: in principle, everyone should earn their own living by working.**

■ Whether you receive unemployment benefit is decided by the [employment agency](#) or the [job centre](#).

Entitlement to unemployment benefit (ALG, SGBII) from the employment agency

You will receive unemployment benefit if you lose your job that is subject to social insurance contributions. To do so, you must have **worked in Germany for at least 12 months in the last 30 months and have paid social security contributions**. There are other conditions under certain circumstances. The amount of unemployment benefit is generally 60% (67% if you have children) of your average net income over the last 12 months.

You must use every opportunity to find a job.

Please note: If it is likely that you will lose your job, you must register as a jobseeker **at least 3 months before the end of your employment**. If you only find out about your dismissal later, you must register as a jobseeker no later than 3 days afterwards. This is important in case you have to apply for unemployment benefit afterwards. If you have not found a new job, **register as unemployed - at the latest on the first day of unemployment**.

You can find more information [here](#).

Entitlement to citizen's allowance (SGBII) at the job centre

You will receive the citizen's allowance if you

- are unemployed for a longer period of time
- have not yet worked in Germany for 12 months subject to social insurance contributions
- earn too little in your job and need support to cover your living costs.


You get

- a standard rate
- Housing and heating costs
- Costs of health and care insurance.


Who is entitled?

Here you can find out who is entitled:  [Eligibility requirements \(bodenseekreis.de\)](#)

What benefits are available?

Here you can find out what benefits are available:  [Citizen's allowance benefits \(bodenseekreis.de\)](#)

How to apply

Here you will find information on how to apply:  [Application \(bodenseekreis.de\)](#)


You must use every opportunity to find a job.


 Citizen's allowance is subordinate to all other financial support.

For more information, please contact the job centre:

Jobcentre, Landratsamt Bodenseekreis

Contact:

 [Albrechtstraße 75, 88045 Friedrichshafen](#)

 [07541/3800](#)

 jobcenter@bodenseekreis.de

 www.bodenseekreis.de

Access to the labour market

EU Migrants

If you are looking for work and have immigrated from the EU, you have unrestricted access to the labour market due to the free movement policy. This means that you are allowed to work and do not need a work permit.

Third country nationals

Foreigners from countries outside the European Economic Area may only work in Germany if their residence permit allows it.

For the unskilled or low-skilled, there are still only limited opportunities for access to the labour market. For well-qualified foreigners, e.g. academically trained specialists, on the other hand, the legal hurdles for taking up employment in Germany have been further lowered.

Qualified skilled workers in training occupations can easily obtain a residence and work permit in Germany if there is a shortage in the relevant sector or if the Federal Employment Agency has concluded a placement agreement with a country of origin. In addition to an employment contract, the qualification of the skilled worker from abroad has to be comparable to a German qualification. Furthermore, the intended salary has to be equivalent to that of a German employee. There is no fixed salary limit. There is no priority check.

Asylum seekers

For refugees, the rules on access to the labour market might be different depending on their residence status. This is explained below. In addition, you will find appropriate advice centres below.

Asylum seeker with proof of arrival or residence permit:

As long as you are obliged to live in the initial reception centre, you are not allowed to work. Afterwards the immigration office will decide whether you are allowed to work. Therefore, you must always first submit an application for permission to work at the immigration office.

The following requirements are important for the decision on employment admission:

- Three months after your registration as an asylum seeker in Germany (with proof of arrival or residence permit) you have "subordinate" access to the labour market. This means that the Federal Employment Agency checks whether there is a preferred employee for the job. The working conditions are also examined
- After 15 months, no priority review will be carried out. However, the working conditions are still being examined
- After 48 months you have full access to the labour market. There are no more restrictions. However, you have to get in touch with the immigration office to get a written allowance to work which has to be stated in your residence permit
- Only the immigration office decides on the work permit for in-company training. There is no priority review and no review of working conditions by the Federal Employment Agency

Tolerated ("Geduldete"):

- In the case of toleration, the immigration office always decides on the work permit. The immigration office can impose a general ban on you working by law
- If no such work prohibition exists against you, you as a tolerated person have subordinate access to the labour market from the 1st day of toleration
- Otherwise, the same labour market conditions apply as above

Refugees with residence permits:

If you have been recognised by the Federal Office for Migration and Refugees (BAMF) as a person entitled to asylum, refugee or subsidiary protection, the immigration office will issue you a residence permit. This entitles you to engage in any gainful activity and thus also gives you full access to the labour market.

Different rules apply to self-employment! A prerequisite for the above mentioned applications is ALWAYS a concrete job offer.

More information on the right of residence and work:

■ www.bmi.bund.de

Recognition of foreign educational qualifications

In Germany, certificates are important for school, university or work. Certificates show what you have already learnt and achieved. Certificates are the decisive prerequisite for getting a job or being admitted to school or university.

You may already have certificates from school, an apprenticeship or a degree programme. If so, you must try to have these certificates recognised in Germany. This means that they will check what you can learn, study or work with your certificate. Your achievements will be translated. It may be that you no longer have your certificates. You can then try to have your work experience and professional skills recognised through tests.

You can find information on the recognition procedure at:

- www.anerkennung-in-deutschland.de
- www.netzwerk-ig.de
- www.bq-portal.de
- www.ihk-fosa.de/
- www.anabin.kmk.org
- www.handwerk.dgb.de

Call the BAMF hotline:

■ [0301/8151111](tel:03018151111) (Monday to Friday from 9 a.m. to 3 p.m.)

Counselling centres in the region:

IN VIA Counselling Centre (based in Ulm)

Contact:

■ [0731/38852213](tel:073138852213)

■ anerkennung@invia-drs.de

■ www.invia-drs.de

■ The IN VIA counselling centre also regularly visits the Bodensee district office. Please contact the job centre of the district office to find out when the next counselling appointment will take place.

Job Centre, District Office of Lake Constance

Contact:

■ [Albrechtstraße 75, 88045 Friedrichshafen](https://www.jobcenter-lakeconstance.de)

07541/3800
jobcenter@bodenseekreis.de
www.bodenseekreis.de

Perhaps you want to study or become a scientist. Then ask the universities for recognition.
(INFO: Perhaps you could add a link to JUMP or something at this point).

Applications and job interviews

If you want to start an apprenticeship or work in Germany, you must apply in writing. In most cases, you apply to a company because it has placed a job advert on the Internet or in the newspaper. This means that the company is looking for new employees. The job advert states what kind of work or training is involved and what expectations the company has of the employee. It also states where and how you should apply.

If the company is interested in you, you will usually be invited to an interview where you can introduce yourself in person. Please allow enough time and make sure you arrive on time for the appointment. It is best to prepare for the interview in detail beforehand and gather important information about the company. Visit the website and read through the history of the company and find out about the products or services. If you arrive on time for the appointment and ask questions during the interview, you will show the company your motivation and interest in the apprenticeship or job.

An application usually consists of three parts:

Cover letter: In your personal cover letter, you briefly introduce yourself and say why you are suitable for the vacancy. For example, describe what experience you have already gained in your home country. Find out more about the company and describe why you would like to work there. Your cover letter should fit on one page. Sign your cover letter. There are many templates and aids on the Internet. It is important that you do not simply copy and paste. Your cover letter must suit you and the position.

Curriculum vitae: The CV lists all your experience and is structured like a large table. Write from when to when you worked at which company. Write where you completed your training or studies. Write where you went to school and what school-leaving qualification you obtained. You don't have to include a photo on your CV, but many companies like it if you do.

Certificates and supporting documents: It is important that you include copies of your certificates (no originals!). Certificates are your school-leaving certificate, your degree and work references from the past. The certificates should be in German or English, otherwise they should be translated. You should also send proof of internships, further training relevant to the job or certificates from your German course.

💡 The job advert will tell you how to apply. Please read it carefully.

In writing: Buy a nice application folder and put your cover letter, CV and certificates in it. Then send the application to the address given in the job advert.

E-mail: Many applications are now sent by e-mail. Combine your cover letter, CV and references into one PDF file and send this as an attachment to the e-mail. In the e-mail, write a short text addressed to the person who will receive your application.

Online: Large companies have their own website where you have to apply. You have to register there with your e-mail address and can then send your application there.

💡 You can find helpful tips for your application at [Planet Beruf](#).

💡 [Europass](#) is a multilingual online portal (over 20 languages) that helps migrants to visualise their skills and knowledge. It offers the free opportunity to create a language passport or a CV using an online tool. You can also find important tips for good job applications on Europass.

💡 At [Bewerbung.net](#), [StepStone](#) and [Lebenslauf2go](#) you can create a CV and cover letter free of charge. In some cases, you can also import your data from Xing or LinkedIn. It is also possible to write your own texts in the template or import files.

💡 You can find information and templates for cover letters at [Bewerbung2go](#), [BewerbungsWissen](#), [Karrierebibel](#)

Language exercises

💡 On the [VHS learning portal "I want to learn German"](#) and the [Goethe-Institut](#) website "[Deutsch für dich](#)" you will find exercises on the subject of job applications and the world of work in general. This will help you learn about the world of work and improve your German language skills.

Employment contract

Anyone who takes up a job is given an employment contract. This regulates the most important conditions of an employment relationship, such as working hours, holiday entitlement, salary levels and cancellation periods. Both sides - employees and employers - must comply with these agreements. Since the contract becomes legally binding with your signature, do not sign it until you have fully understood the contents.

Contract types:

Unlimited employment contract

There is usually a probationary period of three or six months. During this period, an employment relationship can be terminated at short notice within two weeks, both by the employer and the employee. After the end of the probationary period, a permanent employment relationship begins with a longer protection against dismissal. The working hours are usually up to 40 hours per week.

Fixed-term employment contract

The employment relationship ends on the agreed date without the need for termination.

Minijob

The maximum monthly income is 538 € and is tax-free.

Taxes and social security contributions:

Every employee in Germany pays part of his or her wage as taxes to finance federal, state and local government expenditure. Employers in turn are obliged to pay social security contributions for their employees. In the German social system, this is intended to secure the financing of people's most necessary living expenses when they cannot find work or are no

longer able to work.

Tax identification number:

The tax ID is an 11-digit number and is used for income tax purposes. The workplace requires this number. If you do not have this number in your documents, you can obtain it personally from the registration office or in writing from the Federal Tax Office.

Social security number:

For a job you need a social security number. You can obtain these from your health insurance company (e.g. AOK, DAK).

Illegal Moonlighting:

A job that is paid for but not registered with the tax office and health insurance company and for which no taxes and social security contributions are therefore paid is illegal and is referred to in Germany as "illegal work". Fines and prison sentences are imminent! If someone receives social benefits or unemployment benefit, but still works and keeps quiet about it to the social welfare office, the employment agency or the job centre, it is also called undeclared illegal work. People are wrongly receiving state benefits even though they are doing paid work.

Self-employment

Business start-up and self-employment

Whether it is your own shop, a café or a handicraft business: Self-employment places high demands on the founders of a new business.

The Chamber of Commerce and Industry ("IHK Bodensee-Oberschwaben") offers information and advice for the start-up phase.

- **IHK Bodensee-Oberschwaben**
■ [Lindenstrasse 2, 88250 Weingarten](#)
■ [07514/090](#)
■ info@weingarten.ihk.de
■ www.weingarten.ihk.de

The "Wirtschaftsförderung Bodenseekreis GmbH" also offers individual and personal advice on the subject of "business start-ups".

- **Wirtschaftsförderung Bodenseekreis GmbH**

Friedrichshafen office

■ [Leutholdstrasse 30, 88045 Friedrichshafen](#)
■ [07541/385880](#)
■ info@wf-bodenseekreis.de

Überlingen office

■ [Heiligenbreite 34, 88662 Überlingen](#)

07551/9471937
info@wf-bodenseekreis.de
www.wf-bodenseekreis.de

Information for immigrants

If you are still in the asylum recognition procedure, your application has been rejected or you have a toleration certificate, self-employment is prohibited. In principle, all others have the possibility to establish a company in Germany.

Multilingual information on the subject of founding and self-employment

Follow the two links to find out more: [Gründen – kurz und knapp](#) und [Gründen mit Einwanderungsgeschichte](#)

Pension

For many people, the question arises: What happens if I can no longer work? In Germany, there is the social security system of the **German Pension Insurance** (DRV). The German pension insurance website offers a lot of information and can answer some questions about pensions.

www.deutsche-rentenversicherung.de

In principle, the pension is funded by contributions from employment subject to compulsory insurance. As a rule, half of the contribution is paid by the employer and the other half by the employee. The percentage share is calculated from gross income and deducted directly from wages and paid to the pension insurance provider.

If you are now in a position to claim a pension, you must apply for it. The pension is not paid automatically. You must submit an **application** at least 3 months before you plan to retire. This will make the transition from employment to retirement easier.

You can find the nearest pension insurance **advice centre** [here](#). There you can obtain more detailed information on your pension model and other benefits. The German Pension Insurance brochure can also be helpful.

www.deutsche-rentenversicherung.de

However, pension insurance not only pays a pension, but also provides **other benefits**. These include, for example, rehabilitation measures to enable you to return to work. It is important to note that this does not reduce your later pension benefit. It can even increase if you remain fit for work for longer as a result of such a measure.

Inclusion and working with a disability

People with a disability can also be integrated into the labour market according to their possibilities. An adequate job makes you more independent. It gives you social recognition and promotes social integration.

Inclusion in the labour market can be helped by specialist inclusion services, the Federal Employment Agency and the Jobcenter.

Integration Service of the Arkade Pauline 13 gGmbH

The integration service advises and supports people with disabilities in their search for a suitable job and in job placement.

Integrationsfachdienst Friedrichshafen

■ [Merkurstrasse 59/7, 88046 Friedrichshafen](#)
■ [07541/286385](#)
■ info@arkade-pauline.de

Integrationsfachdienst Ravensburg

■ [Schubertstraße 1, 88214 Ravensburg](#)
■ [07513/6630](#)

Integrationsfachdienst Überlingen

■ [Obere Bahnhofstraße 18, 88662 Überlingen](#)
■ [07513/6630](#)

Employment agency ("Agentur für Arbeit")

The Employment Agency looks after young people with disabilities and severe impairments and offers vocational orientation, career counselling and apprenticeship placement services.

Agentur für Arbeit am Standort Friedrichshafen und Überlingen

■ [Eugenstrasse 41, 88045 Friedrichshafen](#)
■ [Friedhofstrasse 30, 88662 Überlingen](#)
■ [0800/4555500](#)
■ konstanz-ravensburg.reha@arbeitsagentur.de
■ www.arbeitsagentur.de

Jobcenter

Questions about unemployment benefits, support options and job placements are answered by the rehab team in the Jobcentre.

Reha-Team im Jobcenter, Landratsamt Bodenseekreis

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)
■ [07541/2045109](#)
■ jobcenter@bodenseekreis.de
■ www.bodenseekreis.de

Integration workplaces

CAP Rotach is a non-profit integration company. It has a barrier-free holiday complex with a three-star hotel, camping site, holiday rooms and restaurant. People with and without disabilities work there.

CAP Rotach

■ [Lindauer Strasse 2, 88046 Friedrichshafen](#)

Administration: ■ [07541/7007770](tel:075417007770) ■ info@cap-fn.de
Front desk: ■ [07541/7007777](tel:075417007777) ■ rezeption@cap-fn.de
Restaurant: ■ [07541/70077755](tel:0754170077755)

SKID gGmbH (Camphill Schulgemeinschaften e. V.) is an initiative to integrate people with disabilities into the general labour market. SKID qualifies the participants for their future jobs and accompanies them in companies.

SKID gGmbH SocialCultural Integration Services

■ [Kronengasse 1, 88662 Überlingen](https://www.kronengasse1.de)
■ [07551/9379810](tel:075519379810)
■ info@skid-ggmbh.de
■ www.skid-ggmbh.de

Workshop for disabled people ("Werkstatt für behinderte Menschen, WfbM")

The workshop for disabled people is a facility where people with different handicaps can work together. One of the aims of the WfbM is to place people on the general labour market.

You can find a list with all institutions [in this guide](#).

Study

Studying at a university

General information

In Germany, a distinction is made between **state** and **private universities**. The quality of private universities is not always better, but they often charge high tuition fees. In Baden-Württemberg, most universities are state-run and charge no or only low tuition and administration fees. In some federal states, such as currently in Baden-Württemberg, students from third countries have to pay tuition fees. Compared to other states, however, these fees are relatively low.

In addition to different degree programmes, there are also different types of universities. In Baden-Württemberg there are the following types of higher education institutions:

- Universities (academically orientated)
- Universities of Applied Sciences (practice-orientated)
- The Baden-Württemberg Cooperative State University (very practice-orientated)
- The teacher training colleges (for the teaching profession)
- Universities of art, film and music (for artistic subjects)

The types of universities

The university

A university degree programme is more theoretical and has a very scientific approach. After graduating from university, you are very highly qualified and many professional fields are open to you. For a Bachelor's degree, you study for at least 3 years at university. After about 5 years, you usually have a Master's degree. However, there are exceptions, such as in law or teaching degree programmes, where a state examination is taken instead of a Master's degree. After the Master's degree, you can go on to do a doctorate, habilitate and go into research.

There are, for example, these universities near the Lake Constance district:

The University of Konstanz

Contact:

■ [Universitätsstr. 10, 78464 Constance](#)
■ [07531/880](#)
■ Posteingang@uni-konstanz.de
■ www.uni-konstanz.de

The private Zeppelin University non-profit organisation

Contact:

■ [Am Seemooser Horn 20, 88045 Friedrichshafen](#)
■ [07541/60092000](#)
■ bewerberberatung@zu.de
■ www.zu.de

💡 Follow this link for more information for: [The universities](#)

The university of applied sciences

Studying at a university of applied sciences combines theory and practice and prepares students very well for professional life. An internship in a company is compulsory in many degree programmes. At a university of applied sciences, you usually study for 3 years to obtain a Bachelor's degree and 5 years to obtain a Master's degree. At a university of applied sciences, a doctorate is not usually planned, but can be pursued under special conditions or by transferring to a university.

There are, for example, these universities of applied sciences near the Lake Constance district:

Ravensburg-Weingarten University of Applied Sciences

Technik, Wirtschaft, Sozialwesen

Contact:

■ [Doggenriedstraße 70, 88250 Weingarten](#)
■ [0751/5010](#)
■ info@rwu.de
■ www.rwu.de


HTWG University of Applied Sciences Konstanz

Technology, Business and Design

Contact:

■ [Alfred-Wachtel-Straße 8, 78462 Constance](#)
■ [07531/2060](#)
■ kontakt@htwg-konstanz.de

 www.htwg-konstanz.de

 Follow this link for more information: [The universities of applied sciences](#)

The Baden-Württemberg Cooperative State University (DHBW)

The Baden-Württemberg Cooperative State University (DHBW) is a practice-integrated, dual university. It offers Bachelor's and Master's degree programmes in the fields of business, technology and social work. The DHBW works closely with many companies and social organisations so that students can gain practical experience.

This Cooperative State University is located near the Lake Constance district, for example:

Baden-Württemberg Cooperative State University

The campus in Ravensburg

Contact:

 [Marienplatz 2, 88212 Ravensburg](#)

 [07511/89992700](#)


 info@dhbw-ravensburg.de

 www.ravensburg.dhbw.de

The campus in Friedrichshafen

Contact:

 [Fallenbrunnen 2, 88045 Friedrichshafen](#)

 [07541/20770](#)

 info@dhbw-ravensburg.de

 www.ravensburg.dhbw.de

 Follow this link for more information: [The Baden-Württemberg Cooperative State University](#)

The University of Education (for the teaching profession)

The University College of Education only exists in Baden-Württemberg. This is where future teachers at primary schools, secondary schools, lower secondary schools, intermediate secondary schools and special schools are trained. As a rule, the teacher training programme lasts 5 years. The speciality of the teacher training colleges is the combination of science and practical teacher training. These universities are also authorised to award doctorates and habilitations.

These universities of education are located near the Lake Constance district, for example:

Weingarten University of Education

Contact:

 [Kirchplatz 2, 88250 Weingarten](#)

 [07515/010](#)

 poststelle@ph-weingarten.de

 www.ph-weingarten.de

 Follow this link for more information for: [The teacher training colleges](#)

Universities of art, film and music (for artistic subjects)

The art, film and music colleges train the next generation of artists, such as musicians, architects, artists and designers. To be allowed to study there, you need a special talent. You have to prove this talent in an entrance examination.

💡 Follow this link for more information: [The art and music academies](#)

Study counselling and orientation

Study counselling and orientation

Before you decide on a degree programme, it is important to be clear about your interests and strengths. Think about which degree programme suits you best by considering your abilities and interests. Find out which university is best suited to you. And clarify how you can finance your studies.

■ Get the information and get advice from the **employment agency** where you live at: www.arbeitsagentur.de

■ Almost every university has a Central Student Advisory Service that can help you with all your questions about studying. If you already know exactly which subject you would like to study, you should contact the university's student counselling service directly.

■ Take advantage of the study orientation events while you are still at school.

■ If you need more information, you can find it at: www.studieninformationstag.de

Further information:

🌀 **What do you want to study?** You can find **all degree programmes in Baden-Württemberg** at: www.studieninfo-bw.de

🌀 **The official study guide for Germany** can be found at: www.studienwahl.de

🌀 You can find **practical information about studying, financing and BAföG** at: www.studis-online.de

🌀 You can find out **what suits your inclinations and abilities** at: www.was-studiere-ich.de

🌀 You can find **Hochschulstart** at: www.hochschulstart.de

🌀 **Housing, student finance, childcare, students with special needs** can be found at: www.studentenwerke.de

🌀 **For refugees**, go to: www.study-in-germany.de

Studying as a refugee

In principle, as a recognised refugee you are allowed to study at a German university.

You will be considered as an international student regarding your student admission. However, many universities have special offers for refugees, such as

- "Schnupperstudium" (try out study courses)
- Intensive German Courses

- Participation in courses as guest auditor
- Supplementary and orientation courses

You must have a university entrance qualification and have sufficient German language skills. At German universities, German is usually the language of instruction. However, there are some courses and study programmes in English, mostly Master's programmes. Depending on the course of study, you may have to acquire additional qualifications or submit documents.

Most universities in Germany have an International Office. There you will find important information about studying. The advisors from the International Office will also help you to choose the right course of study, evaluate certificates and plan further steps.

You can find more information about studying as a refugee [here](#).

Kiron Higher Education

Refugees and asylum seekers often face certain difficulties in gaining access to higher education. Kiron Higher Education offers the possibility to study without tuition fees and without the otherwise required legal documents. The problem of limited study places is also being solved. The first two years of the course of study are carried out with online courses via the Internet. All courses are offered in English. But there is the possibility to add subtitles in any language. The third year of studies takes place locally at a partner university of Kiron. In addition, there is the possibility to learn the German language during your studies. Furthermore, various assistance and advice is offered.

 [Website Kiron Higher Education](#)

kiron

Offers for refugees in the region

Weingarten University of Education: Shortened study programme for migrant teachers

You have already worked as a teacher in your home country, fled to Germany and would like to work in your profession?

The IGEL project of the Weingarten University of Education offers a shortened teacher training programme which leads to a master's degree. Here you have to show proof of German language skills at level B2.

The programme is aimed at refugees who have studied teacher training at least at Bachelor level in their home country. Furthermore, the subjects studied have to be recognised by the German education plan.

All other requirements and further information can be found under [IGEL](#)

Pädagogische Hochschule Weingarten/ Weingarten University of Education

[Kirchplatz 2, 88250 Weingarten](#)

[07515018534](#)

info@ph-weingarten.de

www.ph-weingarten.de

Funding and scholarship

As a student in Germany, you can receive financial support through the so-called "Bundesausbildungsförderungsgesetz" (short: BAföG). BAföG payments are paid monthly and at best for the duration of the study. The monthly amount of BAföG can range between 399 and 735 euros. Half of the BAföG sum must be paid back after the studies. Detailed information on BAföG changes regularly and can therefore be accessed via the following link.

 [Website BAföG for refugees and migrants](#)

As an alternative to BAföG you can apply for a scholarship. In contrast to BAföG, a scholarship usually does not have to be paid back. For this, good grades and voluntary commitment play a major role in the awarding of the scholarship. The amount is often calculated analogous to the BAföG rate. In addition there is a so-called "book money", a monthly payment of up to 300€.

 www.mystipendium.de

Organizations that award scholarships are often referred to as scholarship organizations for particularly students. The following organizations offer programs for refugees, among others. The application guidelines and requirements can be found on the respective websites.

 [Friedrich-Ebert-Stiftung \(FES\)](#)

 [Böckler-Aktion Bildung der Hans-Böckler-Stiftung](#)

 [Konrad-Adenauer-Stiftung \(KAS\) - Scholarships for Refugees](#)

 [Villigst - Unser Stipendium für Geflüchtete](#)

 [Brot für die Welt - Flüchtlingsstipendienprogramm](#)

An exception is the guarantee fund of the Otto Benecke Foundation, for example. The program is aimed at young, newly immigrated migrants who want to obtain a higher education entrance qualification in Germany, prepare for university studies and aim for an academic career. There is also the Germany Scholarship, which provides financial support of 300€ per month. The Germany scholarships are awarded by the respective universities.

 [Garantiefond Hochschule der Otto Benecke Stiftung in Bonn](#)

 [Deutschlandstipendium: Stipendiat werden](#)

Further information can be found on the website of the "Hochschulaktion für Geflüchtete".

 [Webseite Hochschulaktion für Geflüchtete](#)

Inclusion and studying with a disability

People with disabilities and chronic diseases certainly can study and go to a university. There are various possibilities for them to get support in their studies.

A good study preparation is very important, especially for people with disabilities. The choice of the university and the local conditions are decisive for successful studies.

Almost all universities and many student services offer counselling and student advisory services focusing on people with disabilities and chronic diseases. They provide advice on all questions, in particular on compensating for disadvantages regarding admission requirements, throughout studies and examinations and concerning financial issues.

The student service "Deutsches Studentenwerk" offers you an overview of the advisory services:

German Student Union ■ www.studentenwerke.de/de/behinderung

The Agentur für Arbeit also helps with all questions concerning studying with a disability:

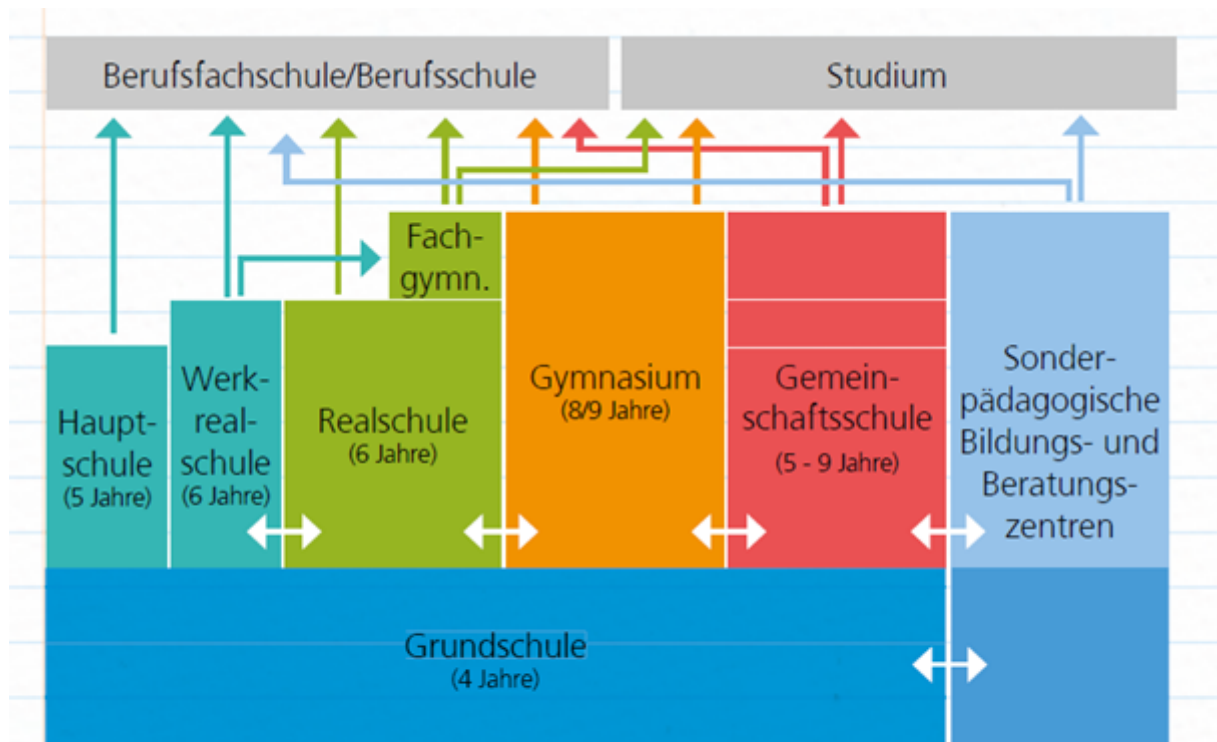
Employment Agency: ■ www.arbeitsagentur.de
■ [0800/4555500](tel:08004555500)

Daycare, school and education

School

School System

Overview of the school system in Baden-Württemberg



Primary school ("Grundschule"):

Primary school attendance usually lasts 4 years. When your child has reached school age (6 years), enrol him/her at a primary school near your home. After attending primary school, schoolchildren transfer to one of the following schools, depending on their performance level and the wishes of their parents:

Secondary school/ vocational school ("Hauptschule", "Werkrealschule"):

The aim of the so-called "Hauptschule" and "Werkrealschule" is to foster practical talents and to prepare the children for an apprenticeship. The "Hauptschulabschluss" (basic school leaving degree) is acquired at the end of grade 9. The "mittlerer Bildungsabschluss" (intermediate school leaving degree) is acquired at the end of grade 10.

Intermediate Secondary School ("Realschule"):

In the Realschule, pupils acquire practical skills, but also learn to understand theoretical contexts. The Realschule leads to a general extended education and makes it easier to start an apprenticeship. The Hauptschulabschluss examination can be taken at the end of grade 9, the Realschulabschlussprüfung (intermediate educational qualification) at the end of grade 10.

Grammar School ("Gymnasium"):

At the grammar school, pupils acquire a broad and deepened general knowledge. The grammar school prepares students primarily for university studies. At a grammar school, pupils acquire the school leaving certificate ("Abitur") after the 12th or 13th grade.

Community College ("Gemeinschaftsschule"):

At a community school, children with different prerequisites learn together at one school. At community schools, pupils have the opportunity to take all final examinations ("Hauptschulabschluss" after the 9th grade), "Realschulabschluss" after the 10th grade, "Abitur" after the 12th or 13th grade. All final exams are identical to the exams at the other school types.

Community schools are well networked with other secondary schools. Thus, for example, after passing the "Realschulprüfung" at the Gemeinschaftsschule, pupils can change school and attend a so-called "berufliches Gymnasium" (vocational grammar school) to achieve the "Abitur". A community school is also always an all-day school.

Special education and advice centres ("SBBZ"):

Your child has a disability and needs special educational support? There is a special school (SBBZ) for children with special needs: seeing, hearing, learning, mental development, speaking, motor skills, social and emotional development. There they can receive special educational support.

Which secondary school is the right choice for my child?

Talk to the teachers of your child's primary school. These give a recommendation for a secondary school.

In the end, you as parents make the final decision on the secondary school your child will attend after primary school.

Whatever choice you make: The decision is not a final one. A change of school types is possible if your child develops differently.

In addition, your child has the option of further school education after completing one type of school. After a secondary school leaving certificate, pupils can, for example, attend a vocational grammar school and obtain the Abitur.

More information about the school system in Baden-Württemberg:

 [Bildungsnavi Baden-Württemberg School system](#)

Flyer school enrolment

Information on **school enrolment** and **basic information on the school system** can be found on the following flyer at [German](#), [Arabic](#), [Spanish](#), [Farsi](#), [French](#), [English](#), [Italian](#), [Romanian](#), [Russian](#), [Serbian](#), [Turkish](#).

You can order this flyer as a printed folding order from:

Amt für Migration und Integration, Landratsamt Bodenseekreis
Christine Krämer

[07541/2045654](tel:07541/2045654)
christine.kraemer@bodenseekreis.de
www.bodenseekreis.de

School enrolment examination

What is a school enrolment examination?

Before your child starts Year 1 at the age of 6, he or she must be examined by the public health department. This examination is important so that it can be recognised early on whether your child is ready for school.

The school enrolment examination is compulsory for every child in Germany and serves the child's well-being.

Health Department, District Office of Lake Constance

[Albrechtstrasse 75, 88045 Friedrichshafen](https://www.bodenseekreis.de/albrechtstrasse-75-88045-friedrichshafen)
[07541/2045852](tel:07541/2045852) and [07541/2045853](tel:07541/2045853)
gesundheitsamt@bodenseekreis.de
www.bodenseekreis.de

You can download multilingual flyers below:

- [German](#)
- [Albanian](#)
- [Arabic](#)
- [English Albanian](#)
- [Farsi](#)
- [Farsi French](#)
- [Greek](#)
- [Russian](#)
- [Spanish](#)
- [Turkish](#)

Multilingual explanations on the subject of school

This video explains the German school system very simply:

- [School System](#)

In the following you will find 15 videos of the city of Giengen, which explain different school topics. This will give you an insight into how **schools** work **in Baden-Württemberg**. The videos are available in [English](#), [German](#), [Arabic](#) and [Farsi](#).

- [Parent-school cooperation](#)
- [Werkrealschule](#)
- [Realschule](#)

- [Gymnasium](#)
- [Way to school](#)
- [Satchel](#)
- [Sick leave at school](#)
- [Breakfast](#)
- [Bread for the break](#)
- [Homework](#)
- [Language](#)
- [Parents' evening](#)
- [Parents' representatives](#)
- [Parents' Council](#)
- [School Conference](#)

You can find a flyer on school enrolment and school system at

- [German](#)
- [Arabic](#)
- [Spanish](#)
- [Farsi](#)
- [French](#)
- [English](#)
- [Italian](#)
- [Romanian](#)
- [Russian](#)
- [Serbian](#)
- [Turkish](#)

Advice centres and educational support

Caritas Bodensee-Oberschwaben

Advice on all aspects of education and family

■ [Katharinenstr. 16, 88045 Friedrichshafen](#)
■ [07541/30000](#)
■ pfl-fn@caritas-bodensee-oberschwaben.de
■ www.caritas-bodensee-oberschwaben.de

CJD Bodensee-Oberschwaben

Advice for young migrants regarding school and work

■ [Konstantin-Schmäh-Straße 31, 88045 Friedrichshafen](#)
■ [07541/20750](#)
■ info.friedrichshafen@cjd.de
■ www.cjd-bodensee-oberschwaben.de

Markdorf State School Board

Advice on all aspects of school, migration and preparatory classes

■ [Am Stadtgraben 25, 88677 Markdorf](#)

■ [07544/50970](tel:07544/50970)
■ poststelle@ssa-mak.kv.bwl.de
■ www.schulamt-markdorf.de

Jobcenter, District Office Bodenseekreis

Advice on the education and participation package ("Bildungs-und Teilhabepaket")

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)
■ [07541/2040](tel:07541/2040)
■ jobcenter@bodenseekreis.de
■ www.bodenseekreis.de

**Office for Migration and Integration ("Amt für Migration und Integration"),
Landratsamt Bodenseekreis**

Educational coordination for new immigrants with a focus on integration and education

Christine Blumenthal
■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)
■ [07541/2045654](tel:07541/2045654)
■ christine.blumenthal@bodenseekreis.de
■ www.bodenseekreis.de

Social Planning ("Sozialplanung"), Landratsamt Bodenseekreis

Educational region Bodenseekreis with focus on pre-school language support and school transitions

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)
■ [07541/2045740](tel:07541/2045740)
■ sozialplanung@bodenseekreis.de
■ www.bodenseekreis.de

Children's Foundation Bodensee ("Kinderstiftung Bodensee")

Support for children from disadvantaged backgrounds

■ [Katharinenstrasse 16, 88045 Friedrichshafen](#)
■ [07541/30000](tel:07541/30000)
■ dronia.m@caritas-bodensee-oberschwaben.de
■ www.kinderstiftung-bodensee.de

BBQ Bildung und Berufliche Qualifizierung gGmbH

AKTIVplus -Consultancy in case of school and training dropouts

■ [Merkurstraße 3, 88046 Friedrichshafen](#)
■ [075413979310](tel:075413979310)
■ info-friedrichshafen@bbq-biwe.de

■ Many schools have **school social workers**. These people will help you if you:

- Have problems at school or with classmates
- Have problems at home with parents or family
- Have questions and problems in other life situations (addiction, drugs, pregnancy...).

Contact the school social worker at your school.

Inclusion and pupils with disabilities

Attending school is mandatory for children and young people with disabilities in the same way as for children and young people without disabilities. In the Bodenseekreis, there are many schools with different focuses for children with disabilities.

Inclusive schooling means that children with and without disabilities attend school together. The inclusive schooling has many advantages. However, there are also other possibilities, such as attending an outside class at a regular school. Or attending a special school for children with disabilities. Due to these different possibilities, the best solution for the child and all those involved can be found.

■ Health insurance companies usually cover disability related aids for school attendance. If the child is dependent on a personal assistant (integration assistant) to attend a regular school, an application for [integration assistance](#) can be made.

Inclusive schooling at regular schools

Children with disabilities have the opportunity to attend a general school. In the Bodenseekreis, there are a number of schools that offer inclusive education.

The coordination of the inclusive schooling is carried out by the Markdorf State School Board.

Staatliches Schulamt Markdorf

■ [Am Stadtgraben 25, 88677 Markdorf](#)

■ [07544/50970](#)

■ www.schulamt-markdorf.de

Find the schools offering inclusive education in the Bodenseekreis in this [guide here](#).

Specialist integration services for integration into regular schools

Children with disabilities or special needs who attend a regular school may occasionally need to be accompanied. School assistants can give support.

Diakonie Pfingstweid e. V. Schulbegleitung, Offene Hilfen

■ [Ailinger Strasse 33, 88046 Friedrichshafen](#)

■ [07542/970560](#)

■ offenehilfen@pfingstweid.de

Liebenau Teilhabe gemeinnützige GmbH

■ [Siggenweilerstraße 11, 88074 Meckenbeuren](#)

■ [07542102404](#)

■ beratungsdienst.teilhabe@stiftung-liebenau.de

■ www.stiftung-liebenau.de

Outdoor classes at primary schools

Outdoor classes are classes of a special school, which are spatially accommodated in a building of a regular school. The outside classes of the special school can be partly taught together with regular classes.

A list with the respective schools can be found [in this guide](#).

Special schools

In special schools, children with a disability receive help to successfully participate in lessons.

There are public special schools and private special schools with different focuses. There are special schools for children with a mental disability and special schools for children with mental and physical disabilities.

Some of the special schools in the Bodenseekreis offer full-day care for children who live with their parents.

In addition, there are several home special schools in the Bodenseekreis and in the neighbouring district of Ravensburg. In these schools, children live together in assisted living homes during teaching periods. They usually spend the weekends and holidays with their parents.

All types of special schools and contacts can be found in [this guide](#).

You can find more information in [this guide](#).

Daycare

Types of childcare

Daycare ("Kita")

Kita is a term for **children's day care facility** (in German "Kinder-Tages-Einrichtung"). Your child can attend a day care centre before attending school, from one to 12 years. At the Kita your child is looked after by educators and learns many important things. Some facilities also accept children under one year of age. "**Krippe**", "**Kindergarten**" and "**Horts**" are **different types of day care centres** for different age groups.

[This film](#) shows everyday life in day-care facilities in Germany in several languages.

Child day care ("Kindertagespflege")

The "Kindertagespflege" is aimed primarily at children under 3 years of age. In day care, qualified childminders look after children by the hour or all day as required. The care of the children takes place in the home of the day care parents, the family or other suitable rooms. You can find more information [here](#).

Krippe

The so-called "Krippe" is a facility for children from one to three years of age. In the day nursery, specially trained staff encourage the children in their development in small groups. Attention and care by the caregivers are especially important.

Kindergarten

The kindergarten is a facility for children from 3 years of age until school entrance. In the kindergarten children can play, paint, do handicrafts and learn with other children. In the last year of kindergarten, the children also have regular pre-school lessons to prepare for school. There are private and public kindergartens. Whether attending kindergarten costs you anything depends on the kindergarten and your place of residence.

After-school care for school children up to 12 years ("Horts")

There are also after-school care options for school children from six to 12 years, so-called "Horts". There are many different childcare models such as after-school care, lunchtime childcare or all-day school. In all models the children are supported in doing their homework. Your primary school or the Youth Welfare Office ("Jugendamt") will tell you which care model exists for (primary) school children in your city.

Why visiting a day care centre is so important

At the Kita your child can learn the German language and discover new things. It also makes contact with other children and thus gets to know friends and learn German culture. Use the opportunity, it is important for the future of your child. Attending a day care centre is a good opportunity to prepare for school.

Find a place for childcare

Unfortunately, there are not always enough childcare places in the immediate vicinity of your apartment or accommodation. To find a place, ask the [Jugendamt](#) or the [family get-together](#) in your area for support.

■ The fees for the day care centre or day care can be (partially) paid by the [city](#) or municipality or the [Bodenseekreis](#). To do this, you must submit an application.

Kindergarten

Kindergarten

Kindergarten is also abbreviated to KiGa or Kindi. The kindergarten is a facility for children from the age of 3 until they start school. It is the most widely used form of childcare. There are private and public kindergartens. In kindergarten, children can play, colour, do handicrafts and learn with other children.

■ In the last year of kindergarten, pre-school lessons take place regularly. Pre-school lessons prepare children for starting school. This is why attending a kindergarten is so important.

The federal programme "Kita-Einstieg: Brücken bauen in frühe Bildung" has published a [flyer](#) with information on childcare in 12 languages.

Kindergartens in the Lake Constance district

On this portal you will find all kindergartens in the district of Lake Constance:

 kindergaerten-bw.de

Kindergarten costs

The cost of kindergarten depends on where you live.

Under certain circumstances, the costs for kindergarten can be covered. For example, if you do not yet have a job and receive benefits from the district office or job centre. To do this, you must submit an application to the [economic youth welfare centre at the district office](#).

Programme with the Mouse International

 The Sendung mit der Maus is one of the best-known German children's programmes in Germany. [Sendung mit der Maus International](#) also contains explanations of various things in Germany in [Arabic](#), [Dari](#), [English](#), [French](#), [Kurdish](#) and [Ukrainian](#).



Inclusion and children with disabilities


Inclusion in daycare centres


Children with developmental delays or disabilities also have the right to attend a regular daycare centre. If parents want their child to grow up together with children without disabilities, they are entitled to a place in a daycare centre, provided the conditions are suitable. The Lake Constance district has had good experiences with inclusion for almost 20 years! Inclusion is an enrichment for all children, with and without disabilities, for their parents and the carers. At the request of the parents, the costs for inclusion counselling can be covered by the district office in the area of [integration assistance](#). Inclusion support helps children to participate in group activities on an equal footing, promotes their social contacts and contributes to their development.

The contacts at the youth welfare office are

The Youth Welfare Office of the Lake Constance District Office

Contact:

 [Albrechtstraße 75, 88045 Friedrichshafen](#)

 Mrs Anna Biedermann

■ anna.biedermann@bodenseekreis.de
■ [075412045061](tel:075412045061)
■ Mrs Elke Zeller
■ elke.zeller@bodenseekreis.de
■ [075412045393](tel:075412045393)

Further specialised inclusion services:

Liebenau Teilhabe. gemeinnützige GmbH

Contact:

■ [Siggenweilerstraße 11, 88074 Meckenbeuren](#)
■ [07542/102404](tel:07542102404)
■ beratungsdienst.teilhabe@stiftung-liebenau.de
■ www.stiftung-liebenau.de

KBZO Foundation Überlingen-Nußdorf site

The contact:

■ [Zur Forelle 44, 88662 Überlingen-Nußdorf](#)
■ [07551938872](tel:07551938872)
■ ff-nussdorf@kbzo.de
■ www.kbzo.de

💡 If you need further information on the subject of daycare centres and disabilities, you can find it [in this guide](#).

💡 Information on the topic of school and disability can be found under this link: [Inclusion and pupils with disabilities](#)

Adult Education

Further training

Adult education

In Germany, there are many ways to continue your education after leaving school. You can acquire additional school-leaving qualifications or qualifications via the so-called "second educational pathway". There are various options for this: You can take part in day or evening courses or learn from home, for example at a distance learning university.

■ If you need more information, you can find it here: [Continuing education in Baden-Württemberg](#) and [Continuing education guide](#)

If you are entitled to an education voucher from the employment agency or job centre, you can search for a suitable educational offer on this portal.

🌐 This link will take you to the [portal for vocational training and further education of the Employment Agency](#)

Adult education centre Bodenseekreis

The Volkshochschule Bodenseekreis (VHS Bodenseekreis) offers programmes for further education and lifelong learning.

The programme consists of lectures, courses, weekend seminars and workshops in the departments:

- Young vhs
- General education
- Culture / Design
- health
- Nutrition
- Languages
- Career and digital

The contact:

📍 [Glärnischstr. 1 - 3, 88045 Friedrichshafen](#)

✉ @vhs-zentrale@bodenseekreis.de

🌐 www.vhs-bodenseekreis.de

Evening schools

An evening school is a school that is specifically for adults. Here you can complete your secondary school leaving certificate or Abitur. This is also possible if you work. Lessons take place in the evening or at the weekend.

■ If you need more information, you can find it here: [Evening schools Baden-Württemberg](#)

Studying while working

There are various part-time study programmes in Germany. Distance learning programmes allow you to study flexibly in terms of time and place. This is particularly advantageous if you have a job at the same time.

■ If you need more information, you can find it here: [Studying part-time](#)

Distance learning university in Hagen

The distance learning university in Hagen is the only state-run distance learning university in Germany. The degrees awarded by the distance-learning university are regular university degrees.

Contact:

📍 [Universitätsstraße 47, 58097 Hagen](#)

☎ [02331/987-2444](tel:02331/987-2444)

✉ info@fernuni-hagen.de

🌐 www.fernuni-hagen.de

Libraries

A library is an institution where you can borrow books, CDs, teaching materials, learning aids for home use. A library is also a quiet place where you can study or read.

Local public libraries in the Bodenseekreis:

- [Medienhaus am See, Friedrichshafen](#)
- [Gemeindebücherei Kressbronn am Bodensee](#)
- [Gemeindebücherei Münzhof Langenargen](#)
- [Öffentliche Bibliothek Bildungszentrum Markdorf](#)
- [Gemeindebücherei Meckenbeuren](#)
- [Stadtbücherei Meersburg](#)
- [Gemeindebücherei Neukirch](#)
- [Mediathek am Teuringer, Oberteuringen](#)
- [Gemeindebücherei Schule Owingen](#)
- [Gemeindebücherei Mimmehausen, Salem](#)
- [Stadtbücherei Tettnang](#)
- [Stadtbücherei im Torkel Überlingen](#)
- [Treffpunkt Bücherei Uhlldingen-Mühlhofen](#)
- [Mediathek Deggenhausertal](#)

County Library: Largest scientific library in the county:

- [Kreisbibliothek Schloss Salem](#)

Family

Family planning, pregnancy, birth and parenthood

Sexuality, contraception and health

Family planning and sexuality

How and with whom sexuality is lived is decided by each individual. In the same way, you decide yourself if, when and how many children you want to have. You might as well say: You have the right to family planning and sexual self-determination.


Multilingual information about sexuality can be found at


 www.zanzu.de


Sexual counselling

During a sexual counselling session you can talk about your sexuality in a protected environment. Questions about the body, sexual orientation, but also experiences of sexual violence can be discussed.

Pro familia - Advisory service Grüner Turm Ravensburg

 [Grüner-Turm-Strasse 14, 88212 Ravensburg](#)

 [07512/4343](#)

 ravensburg@profamilia.de

Pro familia - Counselling Office Constance

■ [Reichenaustrasse 5a ,78467 Constance](#)

■ [07531/26390](#)

■ konstanz@profamilia.de

Questions about sexuality, family planning, pregnancy and parenting are also answered by the [pregnancy counselling centres](#).

Contraception

There are different methods if you do not want to get pregnant or want to prevent infections with sexually transmitted diseases. For example, barrier methods like the condom, or methods using hormones like the pill.

Multilingual information on the subject of contraception can be found at

■ www.zanzu.de

■ www.profamilia.de

■ A condom protects against sexually transmitted diseases such as HIV.

■ You can obtain information about contraceptive methods from a gynaecologist.

AIDS counselling

The AIDS counselling service provides advice on questions about AIDS, risk groups, HIV infection or AIDS disease, or how to deal with a new relationship in the context of AIDS.

Gesundheitsamt, Landratsamt Bodenseekreis

Dr. Hannah Krüger

■ [Albrechtstr. 75, 88045 Friedrichshafen](#)

■ [07541/204-5860](#)

■ gesundheitsamt@bodenseekreis.de

■ Office hours: Thursday, 15:00 - 17:00 hrs (without reservation)

■ www.bodenseekreis.de

The [AIDS-Hilfe Konstanz](#) is located in Konstanz and Singen.

Unintentional pregnancy

If you are pregnant and do not want to have the baby, you can, under certain conditions, terminate the pregnancy with an abortion. Before you terminate a pregnancy, you must have a consultation.

The counsellors will talk to you about the different options and answer all legal and medical questions, but the decision whether to terminate your pregnancy is entirely up to you.

Pregnancy conflict counselling in case of unwanted pregnancy ("Schwangerschaftskonfliktberatung")

Diakonisches Werk in Friedrichshafen

■ [Scheffelstraße 37, 88045 Friedrichshafen](#)

■ [07541/32300](#)

■ dbb@diakonie-oab.de

■ www.diakonie-oab.de

Diakonisches Werk in Überlingen

■ [Christophstraße 31, 88662 Überlingen](#)

■ [07551/918990](tel:07551918990)

■ ueberlingen@diakonie-ueberlingen.de

■ www.diakonie-ueberlingen.de

Diakonisches Werk in Markdorf

■ [Weinsteig 1, 88677 Markdorf](#)

■ [07544/91172](tel:0754491172)

■ markdorf@diakonie-ueberlingen.de

■ www.diakonie-ueberlingen.de

■ Contact us by telephone and arrange a consultation appointment.

Multilingual information on the topic of unwanted pregnancy can be found here:

■ www.zanzu.de

Help phone for pregnant women in need

Pregnant and the world is upside down?

Call anonymously and confidentially: ■ [0800/4040020](tel:08004040020)

■ www.schwanger-und-viele-fragen.de

Pregnant and no one can know?

Call anonymously and confidentially: ■ [0800/4040020](tel:08004040020)

■ www.bodenseekreis.de/vertrauliche-geburt/

Pregnancy and birth

There are many possibilities to get advice and support during pregnancy and upcoming birth. You can find advice centres [on this page here](#).

During pregnancy

If you are pregnant, it is best to go to a gynaecologist. Have the preventive medical checkups done there. You will then receive a maternity pass. The maternity pass is a document containing important information about your pregnancy and your and your child's health.

■ You can be cared for by a midwife. As soon as you know that you are pregnant, you should contact a midwife immediately. Ask your gynaecological practice or a counselling centre for support. You can also search for a midwife [here](#).

■ You can attend a birth preparation class that prepares you for the birth. Birth preparation courses are recommended from the 25th week of pregnancy (six to seventh month of pregnancy).

Birth

Your gynaecological practice will refer you to a maternity clinic. For the birth you should register personally in the hospital beforehand. Usually, this is possible from the 34th week of pregnancy (eight month of pregnancy). The hospital also offers information evenings with guided tours of the delivery room.

You will receive a birth certificate from the clinic.

After the birth

- **Registration at the registry office**

Newborn children must be registered with the [registry office](#) and, if applicable, the accommodation management. The maternity clinic takes over the notification of the birth at the registry office. There you will receive the (possibly provisional) birth certificate for your child together with your identity card, the birth certificate of the clinic and, if available, your marriage certificate.

Please submit only original documents. For documents in foreign languages, an officially certified German translation is required.

If you live in shared accommodation for refugees, give a copy of the birth certificate to your accommodation manager so that your child can be registered.

- **Postnatal exercise courses**

In postnatal exercise courses, the pelvic floor is specifically strengthened and the spinal column muscles are trained. This is important to prevent discomfort before you can start with fitness. There are also courses you can take your baby to. Very often midwives offer these kind of courses. You can start about 6-8 weeks after giving birth. Your health insurance will cover a part of the costs of the course! Ask your midwife, gynaecologist or a counselling centre for help in finding a course.

- **Pediatrician**

There are ten screening tests (U1-U9 and J1). Thus, the child is being regularly checked until its sixth year. The U1 (examination after birth) and U2 examinations are usually still carried out at the clinic. For further examinations you must make an appointment with your paediatrician.

- **Early help ("Frühe Hilfen")**

For (expectant) parents or parents with children from 0-3 years there are many support offers. They are called ["Frühe Hilfen"](#).

- **Family get-togethers in the Bodenseekreis**

In the [family get-togethers](#) there are also many offers. There are, for example, baby meetings, family midwifery consultations, toddler groups, parent-child groups and much more.

Advice and support during pregnancy and birth

A child changes lives. A pregnancy and a birth can therefore raise many questions. You can ask your gynaecologist about this or contact a pregnancy advice centre. They provide advice on questions, problems and concerns during pregnancy.

■ Counselling is not only intended for pregnant women; partners or couples also have questions and can find answers there.

Pregnancy advice centres

Caritas Bodensee-Oberschwaben in Friedrichshafen

■ [Katharinenstrasse 16, 88045 Friedrichshafen](#)
 ■ [07541/30000](#)
 ■ friedrichshafen@caritas-bodensee-oberschwaben.de
 ■ www.caritas-bodensee-oberschwaben.de

Caritasverband Dekanat Linzgau in Überlingen

■ [Johann-Kraus-Straße 3, 88662 Überlingen](#)
 ■ [07551/83030](#)
 ■ info@caritas-linzgau.de
 ■ www.caritas-linzgau.de

Diakonisches Werk in Friedrichshafen

■ [Scheffelstraße 37, 88045 Friedrichshafen](#)
 ■ [07541/32300](#)
 ■ dbb@diakonie-oab.de
 ■ www.diakonie-oab.de

Diakonisches Werk in Überlingen

■ [Christophstraße 31, 88662 Überlingen](#)
 ■ [07551/918990](#)
 ■ ueberlingen@diakonie-ueberlingen.de
 ■ www.diakonie-ueberlingen.de

Diakonisches Werk in Markdorf

■ [Weinsteig 1, 88677 Markdorf](#)
 ■ [07544/91172](#)
 ■ markdorf@diakonie-ueberlingen.de
 ■ www.diakonie-ueberlingen.de

Family education department / Fachstelle Familienbildung im Jugendamt, Landratsamt Bodenseekreis

Lucia Beckesch
 ■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)
 ■ [07541/2045443](#)
 ■ lucia.beckesch@bodenseekreis.de
 ■ www.bodenseekreis.de

The list of **family get-togethers** can be found ■ [here](#). You can find further information ■ [here](#).

Help phone for pregnant women in need

Pregnant and the world is upside down?

Call anonymously and confidentially: ■ [0800/4040020](tel:08004040020)

■ www.schwanger-und-viele-fragen.de

Pregnant and no one should know about it?

Call anonymously and confidentially: ■ [0800/4040020](tel:08004040020)

■ www.bodenseekreis.de/vertrauliche-geburt/

Further information about pregnancy

■ www.profamilia.de

■ www.profamilia.de

Family benefits

Parental leave

In Germany, the state supports you in raising your children. Employees are entitled to parental leave until the child's third birthday.

Parental leave offers you the opportunity to look after your child. You can work up to 30 hours a week during parental leave, but you do not have to. Your job will remain and may not be terminated by the employer.

■ Mothers and fathers can take parental leave alone or together.

You must submit the application for parental leave to your employer no later than seven weeks before the start of parental leave. After parental leave, your employer must usually offer you an equivalent job.

Parental benefits

Parental benefits are a state support for parents who look after their child themselves during the first child's 14 months of life. Since they cannot work, or cannot work full-time, they receive parental benefits.

■ Parents who were not employed before the birth also receive parental benefits.

■ Parents who are separated can also claim the parental benefits.

The amount of the parental benefits depends on the level of income. It amounts to about two thirds of the income before birth - at least 300 euros and 1,800 euros at most.

There are twelve monthly amounts of parental benefits for the parents. If mother and father share the parental allowance and their income is lost, they will receive a maximum of 14 monthly amounts of parental allowance together.

■ You can also claim parental benefits if you have a residence permit or a permanent permit in Germany.

[You can find the application for parental allowance at the L-Bank here.](#)

More detailed information in German, English, Turkish and Russian can be found [here](#).

Child benefits and child supplement

All parents with a settlement or residence permit in Germany are entitled to child benefits.

Child benefit is paid for each child starting from the child's birth reaching until its 18th birthday at least. If your child is in education or studying, the entitlement is extended up to a maximum of its 25th birthday.

For the first two children you will receive about 200 euros per child per month. From the third child onwards, the child benefit increases a little.

You must apply for child benefit yourself at the [Federal Employment Agency](#).

■ The German state also supports **families with low income** through the so-called child allowance ("Kinderzuschlag"). The application for a child supplement can be obtained from the family fund www.familienkasse.de

More detailed information in German, English, Turkish and Russian can be found [here](#).

Do you need advice on family benefits?

The [pregnancy advice centres](#) also provide information on parental leave, parental benefit and child benefit.

Information on all financial benefits can be found in the following flyers:

[Start opportunities for young families](#)

[Becoming a parent without money](#)

Registry office and custody

Registry office

The registry office has several tasks. The birth of a child must be reported to the registry office in person. The registry office is also responsible for registering marriages.

The tasks at a glance

- Conclusion of marriages and civil partnerships
- Recognition of paternity
- Leaving the church
- Name changes
- Issuing certificates (birth certificate, death certificate)

■ Contact the registry office in your [municipality or town](#).

Recognition of paternity

Sometimes the parents of a child are not married at birth. In this case, a legal acknowledgement of paternity is important. By recognising paternity, the father and child are legally related to each other.

■ The child's mother must agree to the acknowledgement of paternity.

Procedure: Recognition of paternity

When?

Before or after the birth of the child.

Where?

At the youth welfare office, registry office, notary or local court.

How?

By public deed on presentation of the identity card/passport of the respective parent.

Registration of paternity

The registry office enters the father on the child's birth certificate.

Youth Welfare Office, Landratsamt Bodenseekreis

■ [Albrechtstraße 75, 88045 Friedrichshafen](#)

■ [07541/2045129](#) / [07541/2045124](#) / [07541/2045624](#)

■ jugendamt@bodenseekreis.de

■ www.bodenseekreis.de

Child maintenance

Parents are obliged to support their children. This means that they are also financially responsible for their children.

■ The maintenance obligation applies to each parent and continues to apply even in the event of separation.

You can find more information about maintenance, advance maintenance and childcare maintenance [in this flyer](#).

Support for families

Help with domestic violence

Do you need protection and help for yourself and your children?

For immediate help and imminent danger, call the emergency number of the police: ■ [110](#)

If children are endangered by physical violence, emotional violence, neglect or sexual violence, contact the general social service "Allgemeinen Sozialen Dienst (ASD)": ■ [07541/2045364](tel:075412045364)

Allgemeiner Sozialer Dienst (ASD), Landratsamt Bodenseekreis (General Social Service, Youth Welfare Office)

■ [Albrechtstrasse 75, 88045 Friedrichshafen](https://www.albrechtstrasse75.de)

■ [07541/2045364](tel:075412045364)

■ jugendamt@bodenseekreis.de

■ www.bodenseekreis.de

For advice and support please contact

Polizeiliche Beratungsstelle im Bodenseekreis (Police advice centre in the Lake Constance district)

■ [07541/7011510](tel:075417011510)

Beschützendes Haus Bodenseekreis (Frauen- und Kinderschutzhaus) (Protecting House Bodenseekreis (Women and child shelter))

■ [07541/4893626](tel:075414893626)

Frauen helfen Frauen e. V. (Women help Women)

■ [07541/21800](tel:0754121800), ■ [Ailinger Strasse 38/1, 88046 Friedrichshafen](https://www.ailingerstrasse381.de)

Sonderdienst des Amtes für Familie, Jugend und Soziales (Special Service of the Office for Family, Youth and Social Affairs)

■ [07541/2033132](tel:075412033132), [07541/2033133](tel:075412033133), [07541/203-3145](tel:075412033145)

Beratungsstelle für Frauen in Not- und Trennungssituationen (Counselling centre for women in emergency and separation situations)

■ [07541/2033132](tel:075412033132) , ■ [City Hall of Friedrichshafen, Adenauerplatz 1, 88045 Friedrichshafen](https://www.cityhall-friedrichshafen.de)

Jugendamt, Landratsamt Bodenseekreis (Youth Welfare Office, District Office Bodenseekreis)

■ [07541/2045364](tel:075412045364) ■ [District Office Bodenseekreis, Albrechtstraße 75, 88045 Friedrichshafen](https://www.district-office-bodenseekreis.de),

Frauen- und Familienbeauftragte des Bodenseekreises (Women's and family representatives of the Lake Constance district)

■ [07541/2045475](tel:075412045475) ■ [Landratsamt Bodenseekreis, Albrechtstraße 75, 88045 Friedrichshafen](https://www.landratsamt-bodenseekreis.de)

Violence has many faces and manifestations and occurs everywhere

- **Physical violence**
kick, punch, shove...
- **Sexual violence**
sexual harassment,
force you to have intercourse...
- **Psychic violence**
humiliating, abusing, stalking, controlling,
isolate...

- **Economic violence**

Withholding work, withholding money...

■ No matter what form of violence you or your children suffer from, you have the right to defend yourself!

You can find more information [here](#).

Promotion of child welfare

Life with a child brings a lot of joy, but also many changes. Parents can reach their limits at times. There is Early Help (in German: "Frühe Hilfen") to support them. Early Help is offered to families starting with pregnancy through to a child's third year.

Contact points for Early Help are the [21 family reunions](#) in the Lake Constance district.

Further information and contact persons

MOBILE network, Jugendamt, Landratsamt Bodenseekreis

Lucia Beckesch and Monika Gröber

■ [07541/2045443](tel:07541/2045443) / ■ [07541/2045620](tel:07541/2045620)

■ netzwerk.mobile@bodenseekreis.de

■ www.bodenseekreis.de

■ [Information and flyers for \(prospective\) parents with children from 0 to 3 years of age can be found here.](#)

Support in family crises

Support in family crises (e.g. separation, divorce)

Jugendamt, Landratsamt Bodenseekreis

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)

■ [07541/2045364](tel:07541/2045364)

■ jugendamt@bodenseekreis.de

■ www.bodenseekreis.de

Caritas Bodensee-Oberschwaben in Friedrichshafen

Psychological family and life counselling

■ [Katharinenstrasse 16, 88045 Friedrichshafen](#)

■ [07541/300040](tel:07541/300040)

■ pfl-fn@caritas-bodensee-oberschwaben.de

■ www.caritas-bodensee-oberschwaben.de

Caritas Bodensee-Oberschwaben in Überlingen

Psychological advice centre for parents, children and adolescents

■ [Mühlbachstraße 18, 88662 Überlingen](#)

■ [07551/308560](tel:07551/308560)

■ psychologische.beratungsstelle@caritas-linzgau.de

■ www.caritas-bodensee-oberschwaben.de

Starke Kinder - DUNJA

Consultancy in case of school and family problems

BBQ Bildung und Berufliche Qualifizierung gGmbH

■ [Merkurstraße 3, 88046 Friedrichshafen](#)

■ [075413979310](tel:075413979310)

■ info-friedrichshafen@bbq-biwe.de

BeJuga

Consultancy for families (with and without children) regarding everydaylife questions such as job search, apartment search, debt counselling...

BBQ Bildung und Berufliche Qualifizierung gGmbH

■ [Merkurstraße 3, 88046 Friedrichshafen](#)

■ [075413979310](tel:075413979310)

■ info-friedrichshafen@bbq-biwe.de

Livelihood

Advice in financial crises and emergency life situations

Jobcenter, Landratsamt Bodenseekreis

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)

■ [07541/2040](tel:075412040)

■ jobcenter@bodenseekreis.de

■ www.bodenseekreis.de

Stadt Friedrichshafen

■ [Adenauerplatz 1, 88045 Friedrichshafen](#)

■ [07541/2030](tel:075412030)

■ stadtverwaltung@friedrichshafen.de

■ www.friedrichshafen.de

Caritas Bodensee-Oberschwaben

■ [Katharinenstrasse 16, 88045 Friedrichshafen](#)

■ [07541/30000](tel:0754130000)

■ info@caritas-bodensee-oberschwaben.de

■ www.caritas-bodensee-oberschwaben.de

Caritasverband für das Dekanat Linzgau e.V.

■ [Johann-Kraus-Straße 3, 88662 Überlingen](#)

■ [07551/83030](tel:0755183030)

■ info@caritas-linzgau.de

■ www.caritas-linzgau.de

Diakonische Bezirksstelle Friedrichshafen

Social counselling (financial emergencies, life advice)

Tanja Rupp

■ [Katharinenstr. 16, 88045 Friedrichshafen](#)

■ [07541/9501829](tel:075419501829)

■ rupp@diakonie-rv.de

■ www.diakonie-rv.de

Diakonische Bezirksstelle Friedrichshafen

Family counselling / pregnancy counselling, pregnancy conflict counselling

Sabine Hornig

■ [Scheffelstr. 37, 88045 Friedrichshafen](#)

■ [07541/32300](#)

■ hornig@diakonie-rv.de

■ www.diakonie-rv.de

Diakonisches Werk Überlingen

■ [Christophstr. 31, 88662 Überlingen](#)

■ [07551/918990](#)

■ ueberlingen@diakonie-ueberlingen.de

■ www.diakonie-ueberlingen.de

Diakonisches Werk Stockach

■ [Tuttlingerstraße 7, 78333 Stockach](#)

■ [07771/2594](#)

■ stockach@diakonie-ueberlingen.de

■ www.diakonie-ueberlingen.de

Cheap food

Tafel Friedrichshafen

■ [Keplerstrasse 27, 88045 Friedrichshafen](#)

■ [07541/376677](#)

■ tafelrn@t-online.de

■ www.friedrichshafener-tafel.de

Tafel Markdorf

■ [Am Stadtgraben 18, Markdorf](#)

■ [07544/91172](#)

■ www.ekima.de

Tafel Überlingen

■ [Johann-Kraus-Straße 3, 88662 Überlingen](#)

■ [07551/83030](#)

■ www.caritas-linzgau.de

Tafel Tettnang

■ [Kirchstr. 28, 88069 Tettnang](#)

■ [07542/953640](#)

■ info@tettnanger-tafel.de

■ www.tettnanger-tafel.de

Cheap clothing and furniture

FAIRKAUF Friedrichshafen - Second-hand goods department store

■ [Paulinenstrasse 33a, 88046 Friedrichshafen](#)

■ [07541/3780810](#)

■ fairkauf@caritas-bodensee-oberschwaben.de

■ www.caritas-bodensee-oberschwaben.de

DRK clothing store Friedrichshafen

■ [King Wilhelm Square 1, Zeppelin Village](#)
■ [07541/5909610](#)
■ a.sinclair@drk-kv-bodenseekreis.de
■ www.drk-kv-bodenseekreis.de

DRK clothes shop Überlingen

■ [Am Erlenbach 1, Überlingen, basement of the Kreuzkirche](#)
■ [07551/932825](#)
■ www.drk-ueberlingen.de

DRK clothing store Tett nang

■ [Loretostraße 12, Tett nang \(backside of the DRK home\)](#)
■ [07542/93320](#)
■ geschaeftsstelledrk-tett nang.de
■ drk-tett nang.de

Disability and impairment of the child

■ The first point of contact for developmental problems, diseases or disabilities of the child is the paediatrician.

Further support and advice centres

Regionale Arbeitsstelle Frühförderung

Staatliches Schulamt Markdorf

■ [Am Stadtgraben 25, 88677 Markdorf](#)
■ [07544/50970](#)
■ poststelle@ssa-mak.kv.bwl.de
■ www.schulamt-markdorf.de

Frühförder- und Beratungsstelle für Eltern und Kind Liebenau Teilhabe

■ [Spitalstraße 3, 88677 Markdorf](#)
■ [07544/71838](#)
■ fruehfoerderstelle.markdorf@stiftung-liebenau.de
■ www.stiftung-liebenau.de

Sonderpädagogische Beratungsstelle an der Tannenhag-Schule

Tannenhag School Friedrichshafen
■ [Zeppelinstr. 255/1, 88048 Friedrichshafen](#)
■ [07541/289970](#)

■ sekretariat@sbbz-tannenhag.de

■ www.tannenhag-schule.de

Sonderpädagogische Beratungsstelle und Frühförderung Brachenreute

Camphill School Community Brachenreuthe

■ [Brachenreuthe 4, 88662 Überlingen](#)

■ [07551/80070](tel:0755180070)

■ brachenreuthe@camphill-schulgemeinschaften.de

■ www.camphill-schulgemeinschaften.de

Sonderpädagogisches Bildungs- und Beratungszentrum, Schwerpunkt geistige Entwicklung an der Sonnenbergschule in Salem-Buggensegel

Sonnenbergschule Salem-Buggensegel

■ [Laurentius Strait 4, 88682 Salem Bow Sail](#)

■ [07553/82743](tel:0755382743)

■ info@sonnenbergschule.de

■ www.sonnenbergschule.de

Children and health

Pediatrician and examinations

Children are usually examined by pediatricians. Regular check-ups and vaccinations at the paediatrician are important for the health of every child.

What are U-investigations?

The so-called "U-examinations" are prescribed preventive medical check-ups. They always take place at a specific time.

■ Your pediatrician can give you more information about the U-examinations.

You can find more multilingual information under:

■ www.kindergesundheit-info.de

Dental health

If your child has a toothache, go to a dentist.

This will keep your child's teeth healthy:

- Brush their teeth 2 times a day, morning and evening
- Each family member has their own toothbrush
- Parents help children up to the age of 8 to brush their teeth
- Pay attention to diet: Avoid sweet, sour and sticky foods and drinks

- Provide low-sugar food at nursery and school
- Water as a thirst quencher to protect the teeth
- Age-appropriate toothpaste with fluoride to prevent tooth decay
- Regular check-ups (twice a year with a dentist)

You can find more information at

 www.kariesvorbeugung.de

In the Lake Constance district, the public health department carries out compulsory dental examinations in schools (school law). In day-care centres, these are offered on a voluntary basis.

The Dental Health Working Group provides instruction on oral hygiene and healthy eating in schools and day-care centres in the Lake Constance district.

You can find more information about the health department at

 www.bodenseekreis.de

Children and media

Infants and media

The increasing contact of babies and toddlers with screen media poses a great challenge for parents and demands sensitive handling.

Toddlers need screen-free living spaces!

Screen media are part of the everyday life of a family. But babies and toddlers react to screen media. The little ones often experience that more attention is paid to the devices than to them.

Therefore, make sure that you deal with the media responsibly:

- Don't let your cell phone distract you all the time.
- Do not surf the Internet in the presence of your child.
- Give yourself a media break when you are out and about with your child.
- Do not keep your child occupied and calm down with screen media.

Children need

- Undivided attention and eye contact.
- Reliable relationships.
- Rest and relaxation.
- Own sensory experiences.

- Plenty of freedom of movement and fresh air.

■ Further multilingual information can be found [here](#).

Tips for the safe handling of media

Accompaniment is better than prohibition.

In digital worlds, children need the support of their parents. Talk to the child about their experiences with digital media.

Children need role models with media competence.

Reference persons are role models for children and young people in dealing with the media. You should therefore check your own media habits.

3-6-9-12 Rule of thumb

No television under 3 years, no own game console before 6, Internet after 9 and social networks after 12.

Observe age ratings.

For films, computer games and online games.

Set screen times together.

Decide together with your child how much time he or she is allowed to spend in front of screens per day or per week. Set clear limits and make sure that agreements are kept.

Balance between media and non-media leisure activities

Ensure leisure activities even without digital media.

TV, PC and game console do not belong in the children's room.

Place the equipment in a common room. Keep an eye on smart phones and tablets.

Look closely at who your child is chatting with.

Children should only meet online acquaintances accompanied by adults and in public places.

Be careful with private data on the network.

Tell your child not to give out personal information such as name, address, age and phone number unless they have talked to you about it beforehand.

Open conversations are better than filter software.

Talk to your child about sexuality and violence in an age-appropriate way. Filter software is useful, but does not guarantee complete protection.

■ Further multilingual information can be found [here](#).

Meeting places

Family get-together ("Familientreffs")

In the Bodenseekreis there is a large offer of Family Get-Togethers.

Family Get-Togethers are meeting places and contact points for (expecting) parents and children. The offer is available for parents whose youngest child is not older than 3 years. The Family Get-Togethers create an inviting atmosphere, enable people to socialise, exchange opinions and support each other. You can take part in group offers and listen to presentations as well as find advice and support by professionals.

The aims of the Family Get-Togethers are to support families raising their children, to identify needs and assist and advise them. The offers are adapted to the interests and needs of the families who actively help to create them.

The offers of the Family Get-Togethers include:

- Professionally accompanied baby meetings
- Family midwife consultation hours
- Crawling groups
- Parent-Child Groups
- Playgroups
- Open family cafes
- Intercultural offers
- Parents' courses and parent discussion groups
- Educational offers
- Meeting of young and old
- Leisure activities and advice

The list of the Family Get-Togethers can be found at www.bodenseekreis.de

Fachstelle Familienförderung

Jugendamt, Landratsamt Bodenseekreis

Lucia Beckesch

■ [Albrechtstrasse 75, 88045 Friedrichshafen](https://www.albrechtstrasse75.de)

■ [07541/2045443](tel:075412045443)

■ lucia.beckesch@bodenseekreis.de

■ www.bodenseekreis.de

Family get-togethers in the Bodenseekreis

Familientreff Oberteuringen

Bachäckerstraße, 788094 Oberteuringen

Ansprechperson:

Julia Eisele
Tel.: 07546 4240696
julia.eisele@bodenseekreis.de
familientreff@oberteuringen.de

Familientreff Owingen

Auentalschule, Schulstr.3, 88696 Owingen
Ansprechperson:
Bettina Lotter
Tel.: 07551 9485259
bettina.lotter@bodenseekreis.de

Familientreff Salem

Am Schlossee 3, 88682 Salem
Ansprechperson im Jugendamt:
Jutta Laimer
Mobil: 0159 04204298
jutta.laimer@bodenseekreis.de

Familienforum Salem e.v.

Kleiner Brühl 9, 88682 Salem-Neufrach
Vorstand:
Tel.: 07553 60416
info@familienforum-salem.de
www.familienforum-salem.de

Familientreff Tettnang im Haus Josefine Kramer

Wilhelmstraße 6, 88069 Tettnang
Tel.: 07542 980630-20
www.familientreff-tettnang.de
Ansprechperson im Jugendamt:
Sabine Pfeifer
sabine.pfeifer@bodenseekreis.de

Familienzentrum Spatzennest e. V. Tettnang

Vorstand und Büro:
Tel.: 07542 980630-30
@spatzennest-tettnang.de
www.spatzennest-tettnang.de

Familientreff „Kunkelhaus“ Überlingen

im Familienzentrum Altstadt
Krummebergstr. 20
88662 Überlingen
Ansprechperson im Jugendamt:
Martina Fahlbusch-Nährig
Tel.: 07551 1795
martina.fahlbusch-naehrig@bodenseekreis.de
Familientreff Kunkelhaus e. V.
Vorstand:
Tel.: 07551 1795
familien@familientreff-kunkelhaus.de

Familientreff Uhldingen-Mühlhofen

Überlinger Straße 8, 88690 Uhldingen-Mühlhofen

Ansprechperson im Jugendamt:

Gabriele Waibel

Tel.: 07556 9299815

gabriele.waibel@bodenseekreis.de

Kunter-Bund e. V.

Vorstand und Büro:

Tel.: 07556 9299814

info@familientreff-kunterbund.de

www.familientreff-kunterbund.de

Familientreff Bermatingen

Mesnerhaus Schulstraße 16, 88697 Bermatingen

Ansprechperson im Jugendamt:

Sonja Heger

Tel.: 07544 9349951

sonja.heger@bodenseekreis.de

Familientreff Deggenhausertal

Säge 3, in den Räumen Jung & Alt, 88693 Deggenhausertal/Wittenhofen

Ansprechperson im Jugendamt:

Gabriela Strack

Tel.: 0159 04204255

gabriela.strack@bodenseekreis.de

Familientreff Eriskirch

Kreuzkirche, Schubertstraße 16, Eriskirch-Schlatt

Ansprechperson im Jugendamt:

Simone Neurohr

Tel.: 07541 6041924

simone.neurohr@bodenseekreis.de

Familientreff Frickingen

Petershauser Hof, Kirchstraße 9, 88699 Frickingen

Tel.: 07554 9898833

Ansprechperson im Jugendamt:

Hannah Monkos

Tel.: 0159 04204023

hannah.monkos@bodenseekreis.de

Familientreff Fischbach

Ev. Gemeindehaus, Linzgaustraße 5, 388048 Friedrichshafen

Ansprechperson im Jugendamt:

Beate Dürnay

Tel.: 0159 04204244

beate.duernay@bodenseekreis.de

Familientreff „INSEL“ Friedrichshafen

Scheffelstr. 31, 88045 Friedrichshafen

Ansprechperson im Jugendamt:

Corinna Sollbach

Tel.: 07541 372460
corinna.sollbach@bodenseekreis.de
www.familientreff-insel.de
Insel e. V.
Vorstand:
Tel.: 07541 75150
info@familientreff-insel.de

Nachbarschafts- und Familientreff „Windhäggle“ Friedrichshafen

Polozker Straße 2, 88045 Friedrichshafen
Ansprechperson:
Kirchengemeinde St. Petrus Canisius
Katharinenstraße 14, 88045 Friedrichshafen
Beate Dürnay
Tel.: 0159 04204244
familientreff-windhaegle@online.de

„Treff 22“ Friedrichshafen

Heinrich-Heine-Straße 22.88045 Friedrichshafen
Tel.: 07541 24639
www.treff22-fn.de
Ansprechperson im Jugendamt:
Heimgart Schneider
Tel.: 07541 204-5496
heimgart.schneider@bodenseekreis.de

Familientreff „Große Kleine Leut e. V.“ Immenstaad
im Bürgerhaus beim Rathaus, Hauptstraße 29, 88090 Immenstaad
Tel.: 07545 911006
mail@familientreff-immenstaad.de
www.familientreff-immenstaad.de

Familientreff Kressbronn

Im Schlössle (1. Stock) Seestraße 20, 88079 Kressbronn
Tel.: 07543 54672
Ansprechperson im Jugendamt:
Natalie Kugel
natalie.kugel@bodenseekreis.de

Familientreff Langenargen

Amthausstraße 13, 88085 Langenargen
Tel.: 07543 49860
Ansprechperson im Jugendamt:
Petra Flad
Tel.: 0159 04204245
petra.flad@bodenseekreis.de

Familientreff Markdorf

im Mehrgenerationenhaus, Spitalstraße 3, 88677 Markdorf
Tel.: 07544 912965
www.mgh-markdorf.de
www.mehrgenerationenhaeuser.de

Ansprechperson im Jugendamt:
Christin Jungblut
christin.jungblut@bodenseekreis.de
Familienforum Markdorf e. V.
Vorstand:
Tel.: 07544 912965
info@mgh-markdorf.de

Familientreff Meckenbeuren

Graf-Zeppelin-Straße 22; 88074 Meckenbeuren
Tel.: 07542 21206
Ansprechperson im Jugendamt:
Nina Eble
nina.eble@bodenseekreis.de

Familientreff Meersburg

Sommertalweg 19, 88709 Meersburg
Tel.: 07532 807633
Außenstelle Hagnau
im Gruppenraum der ev. Kirche, Neugartenstraße, 88709 Hagnau
www.familientreff-meersburg.de
Ansprechperson im Jugendamt:
Bettina Schmitt-Stolba
Tel.: 0159 04204238
bettina.schmitt-stolba@bodenseekreis.de

Familientreff Meersburg e. V.

Tel.: 07532 807633
vorstand@familientreff-meersburg.de

Youth Clubs ("Jugendtreffs")

[Click here for the topic Youth Clubs.](#)

Family, migration and flight

Unaccompanied underage migrants

Unaccompanied minor migrants (also known as "Unbegleitete minderjährige Ausländer", in short: "UMA") who have entered Germany completely unaccompanied by their parents, are cared for and accommodated by the Youth Welfare Office ("Jugendamt").

Unaccompanied minors are looked after in special residential groups or in host families. Every unaccompanied minor receives a legal **guardian**. The guardian is the young person's personal and legal contact. He represents and supports him/her, e.g. in asylum procedures and accompanies him/her to authorities.

■ Further information on the subject of guardianship can be found in the flyer ["Your guardian represents you"](#) (German).

Sometimes it happens that underage refugees enter Germany without their parents, but with other family members (e.g. with uncle or aunt, cousins or older siblings). Or else, they already

have family members in Germany. Then it is examined whether family reunification can take place. In addition, under certain circumstances, a relative of full age may apply for guardianship.

■ Taking over guardianship is a big responsibility. The Jugendamt can inform about the duties of the guardian.

Jugendamt, Landratsamt Bodenseekreis

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)

■ [07541/2045617](#)

■ jugendamt@bodenseekreis.de

■ www.bodenseekreis.de

More information

- You can find detailed information on the topic directly on the [BAMF website](#).

■ Also interesting: [Family reunification and family integration](#)

Family reunion

Don't you live with your family members in the same place? Do you have family members abroad?

Depending on the residence status, there are various possibilities.

Family Reunion

If you live in Germany and already have a residence permit, you may be able to bring direct family members (parents, children, spouse) to Germany.

Currently, this is only possible if you have been granted refugee status by the BAMF.

To do this, you must submit a notification within 3 months after receiving your decision from the BAMF (the 3-month period does not apply to unaccompanied minors). In addition, your family members abroad following to Germany you must apply for a visa at the German representation in the country of their stay.

→ The exact procedure for family reunification will be explained to you step by step [here](#) explained (multilingual). There you can also directly file a complaint in due time.

You can also obtain further information on family reunification from the [immigration office in charge](#).

Family Reunification

If you come to Germany as an asylum seeker, you will be assigned to a specific administrative district in Germany (for example, the Bodenseekreis district). As a rule, you will have to live there until the completion of your asylum procedure.

Under certain circumstances, however, you can change the location, for example if direct relatives (children, spouses or parents) live in other districts.

To do this, you must submit a redistribution application to the immigration office responsible for you. If the request is granted, you may move.

If you already have a residence permit and are subject to a residence condition, you must look for an apartment in the municipality indicated.

If you still want to move to another municipality within the district of the Bodenseekreis, you have to give reasons for this to the responsible immigration authorities. Currently, a move is only possible based on work / job.

If you want to move to another administrative district in Germany, this must be approved by immigration office of the administrative district to which you want to move.

Tracing service

The Tracing Service helps people in the worldwide search for relatives and advises on all questions of family reunification.

The Tracing Service is a contact point for people who do not know where their relatives are due to current wars and armed conflicts, disasters, resettlement, flight, expulsion and migration. The Tracing Service supports people who have been involuntarily separated from each other and scattered to different countries in their desire to live together again in one country.

Search services can be found here:

■ [Tracing Service at the German Red Cross](#)

■ [International Tracing Service Red Cross / Red Crescent Soc.](#)

Health and social issues

General information

Visit to the doctor and hospital

If you are ill or in pain, go and see a doctor. Doctors' surgeries are open from Monday to Friday. Go to a doctor's surgery on these days and not to hospital. An ambulance (call ■ [112](#)) can take you to hospital if you are seriously injured and cannot get there yourself. However, only call the ambulance in an absolute emergency.

At weekends, on public holidays and when doctors' surgeries are not open (e.g. at night), go to hospital if you are in severe pain. There are also emergency surgeries in the hospitals at weekends. (Telephone number ■ [116117](#)) (KVBW emergency practices).

■ Medical confidentiality applies in Germany. Doctors are not allowed to tell anyone that you have been there and what illnesses you have.

General practitioners and specialists

If you are ill, go to your family doctor. You can choose this yourself. GPs set their own opening hours. You should therefore make an appointment if you need help from a GP.

GPs carry out important examinations and are your first point of contact in the event of illness. They also decide what medication you need and whether a specialist examination is necessary.

If necessary, your GP will refer you to a specialist who can carry out specialised examinations.

Paediatricians

Children are usually examined by paediatricians. Regular check-ups and vaccinations at the paediatrician are important for the health of every child. The prescribed check-ups are called "U examinations" and are always free of charge and at a specific time. Please take your child to a paediatrician to find out about the regular, prescribed U-examinations.

You can find further multilingual information at


 www.kindergesundheit-info.de

Dentists

If you have a toothache, go to a dentist.

Gynaecologists (gynaecologists)

It is important that women are regularly examined by a gynaecologist. This allows diseases to be recognised in good time. This is called a check-up. You can also discuss the topic of contraception there.

 If you need help finding a doctor, you can contact the social workers in your shared accommodation or a helper group.

Medicines and pharmacies

If you need medication, your doctor will give you a prescription. You can get your medication with this prescription in any pharmacy. Every pharmacy can be recognized from the outside by the red A.



Pharmacies are usually open from Monday to Saturday. The opening hours vary depending on the pharmacy. If you need urgent medication at night or at the weekend, you will find a sign

at every pharmacy with the name and address of the pharmacy that is open for emergency service.

Even with a prescription, not all medicines are usually free of charge.

Some medicines, such as antibiotics, are only available on prescription. That means you can't buy them without a prescription. You can also find this information on the Internet.

Search for pharmacy emergency services

 www.aponet.de

As an asylum-seeker or asylum-seeker, you can get many medications without a co-payment. You should therefore ask your doctor or health care professional. If you do not have a prescription, you will always have to pay for the medication.

Hygiene and immunisation

Hygiene

Good hygiene helps to avoid getting sick yourself. Frequent hand washing is just as important as clean toilet hygiene.

You can find hygiene tips on the homepage of the Federal Centre for Health Education:

 www.infektionsschutz.de

Further information on health issues and infectious diseases with explanatory pictures can be found in various languages at

 www.setzer-verlag.de

Vaccination protection

We come into contact with viruses, bacteria or fungi every day. This contact can lead to illness, but it doesn't have to. The body can often deal with it itself.

But not all infectious diseases are harmless. Some can cause serious illness. These infectious diseases can be passed on from person to person or, under certain circumstances, from food or objects. Some diseases are transmitted from animals to humans.

You can be vaccinated to protect yourself against some infectious diseases. For example, against influenza, mumps, chickenpox, measles or rubella. Your family doctor can best advise you on which vaccinations make sense for you. Some vaccinations have to be repeated after a certain period of time to ensure that the immunisation protection is not lost.

Timely immunisation is particularly important for children in order to protect them from serious illnesses. Talk to your paediatrician about which vaccinations are advisable for your child.

Further information on immunisations can be found [here](#).

Up-to-date immunisation recommendations from the Robert Koch Institute are available in the [immunisation calendar in 20 languages](#).

Health care via public health insurance

There are many public health insurance companies in Germany. Normally, you can choose your own health insurance company. The services are regulated and included by law:

- Services for the prevention and alleviation of disease
- Pregnancy benefits
- Services for the detection of diseases
- Services for the treatment of diseases
- Legally recommended vaccinations

After you have submitted an application for membership to a health insurance company, you will receive an **insurance card**. Take this with you to every doctor's appointment.

Health care via asylum seekers' insurance

Asylum seekers in ongoing asylum proceedings receive medical care insurance via the asylum seekers' benefits authority in Landratsamt Bodenseekreis (mail: asyl.krankenhilfe@bodenseekreis.de). The insurance covers **basic medical care**.

■ Asylum seekers choose a doctor in their place of residence. All formalities regarding the treatment (certificate of medical treatment) are dealt with by the doctor's office and the asylum seekers' benefits authority.

The basic rule is: In Germany, you are entitled to **basic medical care in the event of acute illnesses and pain**, and you are also entitled to any officially recommended vaccinations and preventive medical check-ups. In addition, you will receive free medical services that are indispensable to ensure your health. Seek medical attention if

- **You are acutely ill or in pain**
- **You are pregnant**
- **You are chronically ill, for example, if you have diabetes, epilepsy or mental illness**
- **Vaccinations and preventive medical checkups for children are pending**

As soon as you have a residence permit, you must register with a regular public health insurance company. There you will receive an insurance card and are thus entitled to the same benefits as all citizens in Germany.

An online guide for asylum seekers can be found here:

www.bundesgesundheitsministerium.de

Communication aids and multilingual information

- Here you will find information on health education in 13 languages: [Follow this link - www.zanzu.de](http://www.zanzu.de)
- Here you can find information about the guide "Health for all" in 14 languages: [Follow this link - www.wegweiser-gesundheitswesen-deutschland.de](http://www.wegweiser-gesundheitswesen-deutschland.de)
- Here you can find information about the Health Equity Portal: [Follow this link - www.migesplus.ch](http://www.migesplus.ch)
- Here you can find information about the AOK portal for immigrants: [Follow this link - www.zuwanderer.aok.de](http://www.zuwanderer.aok.de)
- Here you can find information about the Breastcare app in several languages: [Follow this link - www.breastcare.app/](http://www.breastcare.app/)

Compulsory follow-up insurance (OAV) in health insurance

Compulsory follow-up insurance (OAV) in health insurance

Compulsory follow-up insurance has been in place in Germany since 1 August 2013. This regulation ensures that people who no longer have to remain in the statutory health insurance scheme (GKV) continue to be insured. For example, if they lose their job. But they have to show that they are not insured otherwise.

On 10 March 2022, the Federal Social Court said that asylum seekers who receive few sickness benefits do not have enough insurance cover.

Asylum seekers who receive benefits under the Asylum Seekers' Benefits Act cannot cancel their statutory insurance.

Normally, everyone who is covered by statutory health insurance has to pay monthly contributions. These contributions were previously paid by the state for asylum seekers.

From **1 January 2025**, the state will no longer pay the contributions. This means that asylum seekers will then have to pay for their health insurance themselves.

So if you have been working and lose your job for various reasons, the costs of your health insurance will no longer be covered by the asylum seeker benefits as before, but will have to be paid by you from 1 January 2025. Please note: This can result in high costs!

Children and health

You can find out more about [children and media here](#).

You can find out more about [the paediatrician and examinations here](#).

[You can read more about dental health for children here](#).

Mental health

Counselling regarding mental illness

There are many offers and facilities for people with mental illnesses and disabilities in the Lake Constance district. [Information and guidance](#) can be obtained from the social planning department of the Bodenseekreis district office:

Sozialplanung, Landratsamt Bodenseekreis

Martin Maucher

■ [07541/2045306](tel:07541/2045306)

■ martin.maucher@bodenseekreis.de

■ www.bodenseekreis.de

Social Psychiatric Service of Pauline e.V.

The Social Psychiatric Service of Pauline 13 e. V. offers counselling and support for chronically mentally ill people and their relatives. It is a central contact point and can recommend further counseling and advice institutions.

Pauline 13 e. V. at the Community Psychiatric Center Friedrichshafen

■ [Paulinenstrasse 12, 88046 Friedrichshafen](#)

■ [07541/4094213](tel:07541/4094213) ■ ambulant-friedrichshafen@pauline13.de

Pauline 13 e. V. at the Community Psychiatric Center Überlingen

■ [Obere Bahnhofstraße 18, 88662 Überlingen](#)

■ [07551/30118500](tel:07551/30118500) ■ ambulant-ueberlingen@pauline13.de

Pauline 13 e. V. in Bermatingen

■ [Bahnhofstrasse 14, 88697 Bermatingen](#)

■ [07544/9540-13](tel:07544/9540-13) ■ ambulant-bermatingen@pauline13.de

Day Care Community Psychiatric Centres (GPZ)

Day care centres in the GPZs offer the opportunity to make contact with other people affected. They serve as a learning field for social skills and enable joint experience and exchange. The day care centres in the community psychiatric centres offer a wide range of services and practical assistance in everyday life.

Day care centre in GPZ Friedrichshafen

Margot Geiger

■ [Paulinenstrasse 12, 88046 Friedrichshafen](#)

■ [07541/4094120](tel:07541/4094120) ■ m.geiger@gpz-fn.de

Day care at GPZ Überlingen

■ [Obere Bahnhofstraße 18, 88662 Überlingen](#)

■ [07551/301180](tel:07551/301180) ■ email@g-p-z.de

Information, Advice and Complaint Board ("Informations-, Beratungs- und Beschwerdestelle (IBB) Bodenseekreis")

The IBB offers an independent range of advice for affected persons and their families.

IBB Office Information, Counselling and Complaints Office People with mental illness and their relatives

■ [Kleinebergstraße 6, 88045 Friedrichshafen](#)

■ [07541/8311460](#) ■ [01590/1400246](#) ■ ibb-bodenseekreis@web.de

Hospital treatment

Outpatient psychiatric treatment services generally have priority over inpatient admission, e.g. to a psychiatric hospital. However, if special measures are required, hospital treatment may be appropriate.

ZfP Südwürttemberg Clinic for Psychiatry and Psychotherapy Bodensee

■ [Röntgenstrasse 8, 88048 Friedrichshafen](#)

■ [07541/6035400](#) ■ kpp.bodensee@zfp-zentrum.de

Day clinic treatment

Day clinic treatment means that all therapeutic services are available during the day, between 08:00 and 17:00. In the evenings and on weekends, patients continue to live at home in their familiar surroundings.

Psychiatric day clinic Friedrichshafen

■ [Merkurstrasse 3, 88046 Friedrichshafen](#)

■ [07541/60010](#) ■ info@tagesklinik-fn.de

Outpatient medical treatment

Out-patient medical treatment and other accompanying aids have become increasingly important in recent years. In many cases they are a good alternative to inpatient treatment.

■ The first point of contact for medical questions is the doctor: doctors can be found on the Internet, in the telephone directory or via the doctor search service [here](#).

Psychiatric outpatient clinic of the ZfP Südwürttemberg in the community psychiatric centre Überlingen

■ [Obere Bahnhofstraße 1, 888662 Überlingen](#)

■ [07551/30118400](#)

Psychiatric outpatient clinic of the day clinic Friedrichshafen in sponsorship of Arkade-Pauline 13 gGmbH

■ [Merkurstrasse 3, 88046 Friedrichshafen](#)

■ [07541/60010](#)

■ All offers and facilities can be found in [this guidebook](#).

Help through telephone and email consultation

Are you a relative of a mentally ill person and do not know what else you can do for him/her at the moment? Or are you yourself affected by a mental illness and need timely support?

"SoulFon" of the Family Self-Help Psychiatry

■ [0228/71002424](#)

■ seelefon@psychiatrie.de

■ www.bapk.de

Escape and trauma

After a long and arduous journey from your home country, you may not feel well. Perhaps you have lost relatives or had to endure physical pain. Now you may be in a reasonably sheltered environment and can get some rest. Perhaps your soul is now responding with one of the following questions:

- How can I live on with my worries / my memories of incriminating things?
- How can I live on with the latest news from my home country?
- How can I go on living with homesickness for those who are left behind?

What to do when suffering from trauma?

Therapy is probably the best way to overcome a trauma in the long term. A counselling centre or the doctor can provide you with more information on therapy options.

Unfortunately, a professional therapy often includes a long waiting period.

Online emergency help with Refugee Trauma Help

The online emergency help of Refugee Trauma Help can help to bridge the waiting time for a possibly necessary professional therapy.

Refugee Traum Help www.refugee-trauma.help

■ Refugee Trauma Help might also be helpful for volunteers working with refugees. There they will find information on how to assist refugees suffering from trauma.

Addiction counselling and assistance

Counselling regarding addiction and drugs

Addiction is a widespread and serious disease. In addition to physical consequences, it can have considerable psychological and social effects, such as problems at work or increased conflicts within the family. Get help in time and do not be afraid to talk about your addiction.

■ Addiction is recognized as a disease. Usually, treatment costs are covered by pension and social security institutions and, where applicable, social assistance institutions.

Addiction counselling

The addiction counselling centre provides advice on topics such as alcohol, medication, illegal drugs and other addictions such as gambling or eating disorders. The consultation is

confidential.

**Suchtberatungsstelle Friedrichshafen
Diakonisches Werk**

■ [Katharinenstrasse 16, 88045 Friedrichshafen](#)

■ [+497541950180](#)

■ info@suchtberatung-fn.de

■ www.suchtberatung-fn.de

Addiction prevention

Addiction prevention is a high priority for the District Office Bodenseekreis. People affected by addiction are advised and accompanied from the beginning to the aftercare and rehabilitation. The aim of projects such as [HaLT](#) on alcohol prevention or the [Youth Media Week](#) is to raise peoples' awareness for the subject of addiction and prevention.

Sucht & Prävention, Sozialplanung, Landratsamt Bodenseekreis

■ [Albrechtstrasse 75, Friedrichshafen](#)

■ [+497541204-5740](#)

■ sozialplanung@bodenseekreis.de

■ www.bodenseekreis.de

You can find more information about addiction at

- Bundeszentrale für gesundheitliche Aufklärung BZgA:
www.bzga.de
- Deutsche Hauptstelle für Suchtfragen:
www.dhs.de
- Drugcom:
www.drugcom.de

Addiction assistance

The treatment of an addiction disease usually takes place in a clinic specialized for this purpose or on an outpatient basis. You can find out which institution is suitable for your needs at the advice centre or on the Internet.

The following facilities are available in the Bodenseekreis:

Fachklinik Ringgenhof: Only men are treated here. The clinic is divided into the following departments: Alcohol and gambling addiction, drugs, addiction and psychosis.

Fachklinik Ringgenhof

■ [Riedhauser-Strasse 61, 88271 Wilhelmsdorf](#)

■ [07503920-111](#)

■ willkommen-ringgenhof@zieglersche.de

■ www.zieglersche.de

Suchtambulanz Friedrichshafen: The addiction outpatient clinic can be a first point of contact or just a mentorship (also for aftercare). You can find these services in the advice centre.

Suchtambulanz Friedrichshafen

■ [Katharinenstrasse 16, 88045 Friedrichshafen](#)
■ [07517601-2258](#)
■ suchtambulanz.weissenau@zfp-zentrum.de
■ www.zfp-web.de

Schloss der Farben: The "Castle of Colours" facility is a full inpatient offer for girls and young women aged 12-18 years with a diagnosed eating disorder. It offers intensive therapeutic, specialist medical and disorder-specific treatment.

Schloss der Farben

Child and youth psychiatry and psychotherapy

■ [Riedheimerstrasse. 8, 88048 Friedrichshafen](#)
■ [+4975449645880](#)
■ www.schloss-der-farben.de

siebenzwerge: siebenzwerge is a specialist clinic for drug-related illnesses. It is located in Salem on a farm.

siebenzwerge - Specialist clinic for drug-related diseases

■ [Grünwanger-Strasse 4, 88682 Salem](#)
■ [075445070](#)
■ mail@siebenzwerge.info
■ www.siebenzwerge.info

Addiction self-help network Bodenseekreis

There are many self-help groups in the Lake Constance district that are run by volunteers. These have an open ear for those affected.

The contact and information point for self-help groups in the Lake Constance District Office offers support for self-help groups and offers networking.

Kontakt- und Informationsstelle für Selbsthilfegruppen, Landratsamt Bodenseekreis

Christine Ludwig

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)
■ [+497541204-5845](#)
■ christine.ludwig@bodenseekreis.de
■ www.bodenseekreis.de

You will find more information [in this guidebook](#).

■ **Doctor search Baden-Württemberg** www.arztsuche-bw.de

Disability and inclusion

Advice on disability

People with disabilities and their families have many questions and uncertainties. There are many advice centres in the Lake Constance district that can help to answer these

questions. [Information and guidance](#) can be obtained from the social planning department of the Bodenseekreis district office

Representative for the disabled in the district office Bodenseekreis

The Representative for Disabled Persons is a person of trust and contact person for all matters relating to disabilities.

Dorothea Horn

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)
■ [07541/2045087](#)
■ dorothea.horn@bodenseekreis.de
■ www.bodenseekreis.de

Information centres and central contact points

Public Health Office, District Office Bodenseekreis

**Preparation of expert opinions within the framework of integration assistance,
Information about self-help groups and advice centres**

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)
■ [07541/2045852](#)
■ gesundheitsamt@bodenseekreis.de

Information and advice centre, Sozialamt, Landratsamt Bodenseekreis

General information and advice on disability issues

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)
■ [07541/2045302](#)
■ eingliederungshilfe@bodenseekreis.de

Childcare authority, Sozialamt, Landratsamt Bodenseekreis

Information on care questions, applications, advice

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)
■ [07541/2045287](#)
■ constanze.maag@bodenseekreis.de

Ergänzende unabhängige Teilhabeberatung (EUTB) Bodensee-Oberschwaben

Counselling in case of (imminent) disabilities and on questions of rehabilitation and participation

■ [Tavernengasse 4, 88094 Oberteuringen](#)
■ [07546/9299901](#)
■ fachstelle@teilhabeberatung.de
■ www.eutb-bodensee-oberschwaben.de

Ergänzende unabhängige Teilhabeberatung (EUTB) Ravensburg-Sigmaringen

■ [Schubertstraße 1, 88214 Ravensburg](#)
■ [075199923970](#)
■ info@eutb-rv-sig.de
■ www.eutb-rv-sig.de

Teilhabe-Beratung der Liebenau Teilhabe

Advice on participation in all areas of life

■ [Siggenweilerstrasse 11, 88074 Meckenbeuren](#)

07542/102023
beratungsdienst.teilhabe@stiftung-liebenau.de
www.stiftung-liebenau.de

"Offene Hilfen" of the Diakonie Pfingstweid
Counselling, parents' evenings, theme evenings

[Ailingen Strasse 33, 88046 Friedrichshafen](#)
07542/970560
offenehilfen@pfingstweid.de

Lebenshilfe Bodenseekreis e. V.

**Advice and support, parents advise parents, theme and information evenings,
discussion groups for relatives, social law advice for members**

[Margaretenstrasse 41, 88045 Friedrichshafen](#)
07541/32272
info@lebenshilfe-bodenseekreis.de
www.lebenshilfe-bodenseekreis.de

Camphill Schulgemeinschaften e. V. (several locations)

Open consultation

info@camphill-schulgemeinschaften.de
www.camphill-schulgemeinschaften.de

Medizinisches Zentrum für erwachsene Menschen mit Behinderung (MZEB)

Liebenau Kliniken gemeinnützige GmbH

[Siggenweilerstr. 11, 88074 Meckenbeuren](#)
07542105303
mzeb.kliniken@stiftung-liebenau.de
www.stiftung-liebenau.de

 [You can find a guide with all other advice centres here.](#)

Further specific information:

- [Inclusion and children with disabilities](#)
- [Inclusion and pupils with disabilities](#)
- [Inclusion and education with disabilities](#)
- [Inclusion and working with disability](#)
- [Inclusion and studying with disabilities](#)

Guide: End of life

Hospice

A hospice is a facility for the care of the dying. They are usually organized similar to a nursing home but with fewer beds. In Germany, there are also children's hospices where children, teenagers and young adults are intensively looked after and accompanied. There are also outpatient hospice services. They provide support for accompaniment, care and nursing in the home. In many hospitals you can also find palliative care units which do not necessarily accompany dying people but treat acute symptoms of an incurable disease, not the disease itself.

A hospice is not an institution for dying but rather a place with staff who convey the feeling that dying, death and mourning are part of life. The aim is to make this difficult phase of life as pleasant as possible for all those affected and to promote a farewell in the home environment.

Heritage

After a person's departure from life, the question remains: What happens to that person's things? In Germany, the Civil Code (BGB) regulates what happens to the property and assets of a deceased person. If you find yourself in such a situation, contact a lawyer specialising in inheritance law or go to a legal advice centre.

Senior citizens and elder care

Elderly care and advice

Being in need of care means that a person is unable to cope with their everyday life independently and needs help. The reasons for this situation might be: Age, illness or an accident.

People in need of care - what to do?

The so-called "**Pflegestützpunkt**" advises and supports relatives and affected persons in all aspects of care. The information and advice centre includes:

- Personal consultations by telephone, at the care centre or at your home
- Comprehensive information and advice on existing support services
- Assistance in clarifying cost issues for nursing, medical and social services
- Assistance with the application process
- Creation of an individual help plan
- Mediation and coordination of the individual aids
- Further assistance

Pflegestützpunkt Bodenseekreis

Melanie Hugg, Gabriele Knöpfle, Petra Mecking

■ [Glärnischstraße 1 - 3 \(Room G 102\), 88045 Friedrichshafen](#)

■ [075412045195](#) / [07541203129](#) / [075412045196](#)

■ pflegestuetzpunkt@bodenseekreis.de

■ www.bodenseekreis.de

Help for elderly people

Elderly people and their relatives often ask themselves how and where they will live when they are old and what kind of help they can get.

The social planning department provides you with a [guide](#) for your questions.

Sozialplanung, Landratsamt Bodenseekreis

Wiltrud Bolien

■ [Albrechtstrasse 75, 88045 Friedrichshafen](#)

■ [075412045640](#)

■ wiltrud.bolien@bodenseekreis.de

■ www.bodenseekreis.de

In addition to the Pflegestützpunkt, the following institutions provide advice on further offers and financial questions as well as on get-together places and living opportunities for older people.

Specialist services

Caritas Bodensee-Oberschwaben

Specialist service Help in old age

Edgar Störk

■ [Katharinenstr. 16, 88045 Friedrichshafen](#)

■ [0754130000](#)

■ stoerk@caritas-bodensee-oberschwaben.de

Caritasverband für das Dekanat Linzgau e. V.

Counselling centre Help for older people and relatives

Heike Dindorf

■ [Johann-Kraus-Str. 3, 88662 Überlingen](#)

■ [07551830312](#)

■ heike.dindorf@caritas-linzgau.de

Diakonisches Werk Überlingen-Stockach

■ [Christophstr. 31, 88662 Überlingen](#)

■ [07551918990](#)

■ info@diakonie-ueberlingen.de

Information centres of the municipalities

Contact point for senior citizens and people seeking help in the community of Bermatingen

Ulrike Wiesen

■ [City hall, Salemer Str. 1, 88697 Bermatingen](#)

■ [07544950212](#)

■ ulrike.wiesen@bermatingen.de

Senior citizens' advice service of the municipality of Frickingen

Ulrike Stark

■ [City hall, Kirchstr. 7, 88699 Frickingen](#)

■ [07554983020](#)

■ ulrike.stark@frickingen.de

Senior citizens' advice service of the municipality of Immenstaad Habitats for young and old

Sabine Jung-Bass

■ [Schulstr. 24, 88090 Immenstaad](#)

■ [07545911808](#)

■ lebensraum.immenstaad@stiftung-liebenau.de

Senior citizens' advice service of the municipality of Langenargen Mühlengärten senior citizens' residential complex

Annette Hermann

■ [Eugen-Kauffmann-Str. 2, 88085 Langenargen](#)

■ [07543499028](#)

■ hermann@langenargen.de

Senior citizen service of the city of Tett nang

Patricia Hawel

■ [City Hall, Montfortplatz 7, 88069 Tett nang](#)

■ [07542510163](#)

■ patricia.hawel@tett nang.de

■ You will find further advice from the nursing care and health insurance funds, social associations and the advisory services of the German Pension Insurance in [this guide](#).

Crisis telephone, telephone counselling and online advice for caring relatives

Caring for a person in need of care is a job with a lot of responsibility which might reach your own stress limit. In difficult situations you can get in touch with the following authorities:

Carephone of the Federal Ministry of Family Affairs ("Pflegetelefon des Bundesfamilienministeriums")

■ [03020179131](#)

■ info@wege-zur-pflege.de

Accessibility: Mon to Thu 09:00 - 18:00

■ www.wege-zur-pflege.de

24 hours telephone counselling

■ [08001110111](#)

■ [08001110222](#)

■ [0800116123](#)

■ www.telefonseelsorge.de

Psychological support for relatives: Internet portal

■ www.pflegen-und-leben.de

Crisis telephone in the district of Böblingen

■ [07031/6633000](#)

■ info@krisentelefon-bb.de

Accessibility: Mo. to Fr. 16:00 - 18:00 h, Mondays also in Turkish language

Internet portal for violence prevention in care and crisis telephone

■ www.pflege-gewalt.de

Advice and care in case of dementia

Dementia mainly affects people at an older age. Different symptoms can occur. Cognitive, emotional and social skills can suffer from this disorder. The most widespread and well-known form of dementia is Alzheimer's disease. The disease can be a stressful situation for the affected person as well as for the relatives.

Advice and help can be found at the following offices:

German Red Cross advice centre for people with dementia and their relatives

Bruna Wernet

■ [Rotkreuzstrasse 2, 88046 Friedrichshafen](#)

■ [07541/504126](#)

■ info@drk-bodenseekreis.de

You can find more information on the topic of dementia at

German Alzheimer Society e. V ■ www.deutsche-alzheimer.de

Alzheimer Forum ■ www.alzheimerforum.de

German Expert Group on Dementia Care e. V ■ www.demenz-ded.de

Internet platform guide: Dementia ■ www.wegweiser-demenz.de