Landkreis Cuxhaven

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Day care, school, study

Childcare from 0-6 years (until joining school)

You can have your child cared for in a day care centre or in day care facility. As a rule, your child can be looked after from 6 months of age. Your child can stay in the day care centre until they are 6 years old (until they start school).

You will find more information on the following pages.

Daycare centre for children (Kindertageseinrichtung)

What is a day care centre?

Before your child goes to school, he or she can visit a day care centre. There are **educators** there who will take care of your child and support its development. They are like teachers at school.

A child day care centre is a **collective term** for various forms of care. It is often just called "Kita". If your child is 1-3 years old, the day care centre is called "Krippe". Often a "Krippe" (crèche) is integrated into a day care centre. If your child is 3-6 years old (until school entry), the day care centre is called "kindergarten". Kindergarten is also called "KiGa".

From the age of 1, your child has the **right** to attend a day care centre or nursery. However, the availability of a place is not guaranteed.

Attendance at the day care centre/kindergarten/Krippe is **voluntary**.

From the age of 3, attendance at a day care centre in Lower Saxony is free of charge.

Why is the day care centre good for my child?

In the day care centre, your child can **play** with other children, **make friends** and **learn** many new things. Here, your child also learns the German **language**. In a kindergarten, children learn while playing.

The day care centre is a very important form of **preparation for school**. In the penultimate year and just before your child starts school, there is a <u>school enrollment</u> <u>exam</u>.

Here you can find videos of the day care centre in different languages.

How can I register my child in the day care centre?

Ask at the city hall in your <u>municipal or city administration (city hall)</u> how to register your child.

Register your child several months to 1 year in advance and have them placed on the **waiting list**.

Make sure that your child has been vaccinated against measles.





When is the day care centre open?

There are **different opening hours**.

In day care centres, the child can usually be looked after from **morning** to **late afternoon**. There are also kindergartens that are only open until noon (approx. 12:00 or 14:00).

You **bring** your child to the day care centre in the morning and **pick** him or her **up** again at lunchtime or in the evening. That depends on how long you have booked. There are **fixed times** for that. These must be adhered to. This is very important for the children. Thus, the educators can work with the children undisturbed.

You can obtain information directly from the day care centre.

Important information for parents

Settling in

After you have found a place in a day care centre, your child will be "settled in". This is how it works: Mother or father go to the day care centre together with the child for a while. Together they will get to know the teachers, the spaces, the other children and the daily routine. This way, your child can get used to the new place and you as parents can get used to it as well. That's why it's called "settling in". This is very important in Germany and is something that all parents and children do. The settling in period can last two or more weeks.

Doorway discussions

When you drop off or pick up your child, you can talk briefly with the teachers and tell them what is important to you or how your child is doing. When you pick up your child, you will briefly find out what your child has experienced and how he or she has fared. If the educators need something from you or are planning an excursion, you will be informed. This is what is called a 'doorway discussion' (Tür- und Angelgespräch).

Parent meetings

Normally, two parents' meetings are held over the course of a kindergarten year. This applies to all parents and all children. In these conversations, you will be told what the child has learned, what he or she is particularly good at and where he or she should continue to develop. An <u>interpreter</u> can also come to these appointments so that can everyone understands each other well. Sometimes there are also important issues to discuss outside the regular schedule. You, as parents, can also ask for a meeting if something is bothering you at the day care centre, or if you have something important to say about your child. Then the educators will arrange an appointment with you.

Parents' evening

All parents are invited to a parents' evening. You can exchange information with other parents and the educators and get a lot of information. It is good if you take advantage of these meetings. The dates for the parents' evenings are posted in the day-care centre, in the





parents' letter or are communicated verbally.

Costs for childcare

Attending a day care centre or day care for children under the age of 3 **costs money**. You can enquire about the costs directly at the town hall or at the centre. It is often cheaper for families with several children.

Attendance is free from the age of 3.

If you **do not** have **a job** and **receive benefits** from the social welfare office (asylum seeker benefits), the job centre or the employment agency, you can receive **help with the costs**. To do this, you must submit an application to the <u>Economic Youth Welfare Office (WJH)</u> in the Youth Welfare Office of the district of Cuxhaven.

There is often a shared **lunch** at the day care centre. You can receive support with the costs. To do this, you must submit an application for <u>education and participation</u>(**BuT for short**) to your service provider (social welfare office/job centre/employment agency).

<u>Click here</u> to go directly to the BuT applications.

Childminding

What is day care?

Day care for children refers to caring for children by day care workers.

If required, children from **0 to 14 years of age** can be looked after by a **childminder, who can be** either **a man or a woman**. The children are cared for in the day care centre, in their own home or in other facilities. Day care supervision takes place in small groups. Day care is a family-like form of care. It is mainly used by children under 3 years of age. Here your child can be individually supported.

The **child care time** is **flexibly coordinated** between parents and day care providers. It can also supplement the care provided in a day care centre.

From the age of 1, your child has the **right** to attend a day care centre or nursery. Attendance at the day care facility/kindergarten/nursery/childcare is **voluntary** and <u>costs</u> <u>money</u>.

General information on school attendance

School entrance examination

The school entry examination is a precautionary medical examination. All children in Lower Saxony must have this examination before starting school. The check-up examines whether your child is developing well and has all the prerequisites for starting school.

Why is there a school entry examination?





- So that all children can start school well prepared.
- So that potential problems can be recognised and rectified at an early stage.
- So that all children receive the support they need.

What happens during the screening?

The school entrance examination is carried out by the health department (also known as the health authority) of the district of Cuxhaven. It takes about 30 minutes. It takes place at the relevant primary school or on the premises of the health department in Cuxhaven or the branch office in Schiffdorf.

Various things are examined:

- The physical development of the child. For example, height, weight, eyesight, hearing and mobility.
- The child's mental development. For example, language, speech comprehension, thinking, concentration and memory.
- The child's social and emotional development. For example, behaviour, feelings and relationships with other children and adults.
- The child's immunisations. Whether all necessary immunisations have been carried out.

As parents, you are present during the examination. You can ask questions. If anything abnormal is found, you will be given advice. Further examinations may be recommended. These may be with a paediatrician, psychologist or speech therapist, for example.

Compulsory schooling

Compulsory schooling

School attendance is compulsory in Germany. The duration of compulsory schooling is twelve years.

Those who do not wish to attend school full-time for 12 years can also do an apprenticeship after 9 years. Compulsory vocational school attendance applies during training.

Your child must attend school regularly. It is your responsibility to make sure they do. If your child is often absent from school, a fine may be imposed.

Compulsory school attendance includes

- regular attendance at lessons
- regular attendance at compulsory school events
- compliance with the school rules
- Punctuality and constant co-operation





How do I register my child in a school?

After **3 months in Germany at the latest**, you must register your child at a school.

To register your child in a school, you need the following **documents**:

- Your identity card, birth certificate or proof of arrival
- Registration certificate
- All documents concerning your child (passport/ID card, birth certificate, references, medical certificates, etc.)
- Proof of vaccination against measles

Please bring your child to school for registration.

Dates for enrolment and registration at primary schools in Lower Saxony:

- Lower Saxony deadline: **30/09** (Your child must be 6 years old by that day)
- School enrolment: You will receive an invitation in good time
- Enrolment: the date depends on the school holidays

 $\label{eq:production}$ If your child turns 6 between 1 July and 30 September, you have the option of postponing the school enrolment date by one year. You should have decided by the cut-off date of 1 May of each school year whether to delay your child's enrolment in school by one year. In this case, a written statement to the school is sufficient.

You can find information about school enrolment (primary school) here.

Enrolment and registration dates for other schools (secondary schools) in Lower Saxony:

- Registration dates take place **5-10 weeks before the summer holidays**. Check with the school several weeks or months before this date.
- Note: For <u>vocational schools</u>, there are **other times** when you can register. Check with the school early.

You do not know which school your child should go to?

Ask the <u>Youth Migration Service</u>. You can also obtain information at the <u>city hall</u> or directly at the schools in your place of residence.

You can find all schools and primary schools in your area here.

Schools in the District of Cuxhaven

Here you will find links to schools in the District of Cuxhaven.

All schools in the District of Cuxhaven





All schools near you

Does my child have to go to religious education classes?

Your child does not have to attend lessons if they are not a member of the Catholic or Protestant faith.

Most schools offer an alternative lesson called Ethics or Values and Standards.

Where can my child be looked after before and after school?

Do you need **childcare** for your child **before or after school**? Ask at your child's school. There are many options.

For **afternoon care**, there is , for example, after-school care or an all-day school. Both of these formats provide homework support for children. And there's plenty of time for fun and games, too. Your school will tell you which childcare model is available for school children where you live.

In some communities there is also **holiday care**. Holiday care costs money. \bigcirc Holiday care does not normally take place over the whole school holidays.

Ask at the <u>city hall</u> if there is any holiday care. Ask there for further information (costs, registration, time period).

When is the school closed?

School holidays and public holidays

During the school holidays and on public holidays in Lower Saxony, schools are closed.

Here you will find the current holiday dates for Lower Saxony.

Here you will find the public holidays for the current year.

What do I have to do when my child is sick?

If your **child is ill** or cannot go to school for other important reasons, you must **report them as sick at school**. Please call the school before 08:00.

Most schools also expect a **written note excusing the child**. This is a letter from the parents. The written excuse must often be received by the school within three days.

If your child is **ill for a longer period of time**, he or she will need a **certificate** by a doctor. The certificate must also be handed in at school. It is best to ask the secretary's office what the school needs.

If your child does not come to school **without a telephone or written apology** or a **certificate**, the school must search for your child. If necessary, the school will even search for your child with the help of the **police**. You may have to pay a **fine**.



How much does school cost?

General and administrative expenses

Going to state and municipal schools is free of cost.

Ticket

Detailed information can be found on the website of the <u>District of Cuxhaven</u> Depending on the distance between home and school or home and a bus stop, the costs can be covered. You must submit an <u>application</u>.

- Grades 1 to 4 as well as school kindergarten and pre-classes
 - at a distance of more than 2 kilometres
- Grades 5 to 10
 - at a distance of 3 kilometres (from 1 April to 31 October)
 - at a distance of 2 kilometres (from 1 November to 31 March)
- Introductory vocational school (vocational preparatory year, vocational preparatory class), first class of vocational schools (only if you do not have a Sekundarabschluss I -Realschulabschluss (Realschule graduation certificate))
 - at a distance of 4 kilometres

If you are **<u>entitled to BuT</u>** the ticket can be **paid in part** from 11th class onwards. You must submit a <u>BuT application</u>.

 \mathbb{Q} BuT stands for education and participation

School trips, school materials, lunch

This also costs money. You have to pay part of it yourself. If you are entitled as per the <u>BuT</u>, the costs can be **paid in part**. You must submit a <u>BuT application</u>.

 \mathbb{Q} Ask the school or the <u>Youth Migration Service</u> for help if you want to apply.

What takes place in addition to lessons?

Class trips, excursions, school festivals, school performances and swimming lessons are **part of the lessons and everyday school life** in Germany. Your child should take part in these events because they can **learn a lot of new** things here. It also strengthens **linguistic skills**. Your child will also get to know the other students better and have **fun**. All this can





strengthen the joy of school attendance.

Parents in the school organisation

 $\$ The school often gives children written information to take home with them and give to their parents. It is important that you read this information.

Parents' evening

All parents are invited to a parents' evening. You can **communicate** with **other parents** and the **teacher** and get a lot of **information**. It is good if you take advantage of these meetings. The dates will be communicated in a letter to parents. It is important to read the **letters to parents**.

Parents' Council

There is a Parents' Council in each class. This is **elected** by all parents during a parent-teacher conference. The tasks and rights of the Parents' Council are regulated by law. The Parents' Council deals with **problems** that other parents report to them. The Parents' Council **represents the other parents** at the school.

Support services

School social work

There are school social workers in many schools. These can **support children and young people** at school. School social workers advise and help with **school and private problems**, **annoyances** or other **worries**. The services are **voluntary**. The school social workers work **confidentially**. This means that they must not tell anyone about the problems. Otherwise, there are also counselling teachers (in German: "Beratungslehrer"). Check with your school.

Afternoon care

There are also after-school supervision options for school students between the ages of 6 and 12. There are different supervision models, such as the "Hort" or a "Ganztagsschule". Both of these formats provide homework support for children. And there's plenty of time for fun and games, too. Your school will tell you which childcare model is available for school children where you live.

Private tutoring

If your child has **difficulties** in some subjects and needs additional **support**, you can register them for tutoring. The tutoring is carried out by a **tutor** and takes place **outside the classroom**. The tutoring usually takes place in small groups or by way of individual supervision. You can repeat content here or get extra tasks to practice.



Tutoring costs **money**. If you are <u>entitled to "BuT"</u>, the costs for tutoring can be paid under **certain conditions** (confirmation from the school that your child urgently needs tutoring). To do this, you must fill out a <u>BuT application</u>.

What types of schools are there?

There are different **types of schools** in Lower Saxony. Which school your child goes to depends on **how old** they are, but also on their **school performance**.

Does your child not yet speak German?

Most **general education schools** have so-called welcome classes in which your child learns German. They will usually spend part of the time in a regular class with German pupils.

There are often international classes at **vocational schools**. Here, young immigrants learn German together. They then continue learning in a regular class.

If your child is **18 or older**, they can also attend a language course.

Is your child between 6 and 10 years old?

Grundschule (primary school)

Age: from 6 years (deadline - your child will be 6 years old by 30.09.) Requirement: Primary school ability At the end of kindergarten there is the school entrance examination. A doctor examines your child. He will check to see if your child is ready for school or needs special support. Duration: 4 years (1st Year until 4th Year) Thereafter: Transfer to a secondary school In the 4th grade, parents receive a counselling session with the teacher. They will discuss

In the 4th grade, parents receive a counselling session with the teacher. They will discuss which secondary school your child should go to.

Miscellaneous: The primary school is near/within the district of your place of residence. In primary school, your child learns to read, write and calculate.

Is your child 10 years and older?

Then your child will attend a **secondary school**.

At the **end of grade 4** there is a counselling session with the teacher to discuss which secondary school your child could go to.

If you attend and graduate from secondary school, you will receive a **report card/certificate**. With a report card, you can prove what you have learned. You need it, for example, for **applications when looking for work or training**, or when **changing to another school**.

Hauptschule





Age: from 10 years Duration: 5 years (5th Year to 9th Year) Requirement: Attending a primary school Certificate: "Hauptschulabschluss" - general school leaving certificate Focus: prepares for an apprenticeship or work, one learns theoretical and practical knowledge Thereafter: Vocational training, "Realschule" (standard secondary school) or "Berufliche Schule" (vocational school)

Realschule

Age: From 10 years Duration: 6 years (5th Year to 10th Year) Requirement: Attending a primary school Certificate: Mittlere Reife (intermediate secondary school certificate)/Realschulabschluss (Realschule graduation certificate) Focus: vocational education and extended general education, preparation for vocational training and work Thereafter: Vocational training, "Berufliche Schule" (vocational school) or "Gymnasium" (grammar school)

Gymnasium (grammar school)

Age: from 10 years Duration: 9 years (5th Year to 13th Year) Requirement: Attending a primary school Certificate: "Allgemeine Hochschulreife (Abitur)" – general university entrance qualification and the highest school leaving certificate in Germany Focus: in-depth general education, special and in-depth subjects and courses, independent learning Thereafter: Vocational training, study at a university or college

Oberschule

Age: from 10 years

Duration: between 5 and 9 years (5th Year to 9th Year or to 10th Year or to 13th Year)
Requirement: Attending a primary school
Certificate: "Hauptschulabschluss", "Mittlere Reife" or "Abitur"
Focus: Lessons at different levels and individual support
Thereafter: Vocational training in the event of attaining a "Hauptschulabschluss" and "Mittlere Reife", studies in the event of attaining "Abitur"

Vocational schools (BBS)

Teenagers and young adults have many opportunities at vocational schools (BBS). Here they can obtain **all school-leaving qualifications**. From the Hauptschulabschluss to the Abitur. They can prepare for a **profession** or **learn** a **trade**. A change to another type of school is possible. There are many programmes and educational paths.

There are often international classes. Young people from different countries learn German together.





In the case of **apprenticeships**, the school-based part takes place at the vocational schools.

You can find information on vocational training here.

You can also find information on the websites of the vocational schools at Landkreis Cuxhaven:

Berufsbildende Schulen Cadenberge

Q Im Park 4, 21781 Cadenberge

@buero@bbs-cadenberge.de

<u>+49 (0) 477780030</u>

https://www.bbs-cadenberge.de/

Berufsbildende Schulen Cuxhaven

Pestalozzistraße 44, 27474 Cuxhaven

@info@bbs-cux.de

<u>+49 (0) 472179720</u>

<u>http://www.bbs-cux.de/</u>

Max-Eyth-Schule - Berufsbildende Schulen Schiffdorf

♀Jierweg 20, 27619 Schiffdorf

@sekretariat@max-eyth-schule-schiffdorf.de

<u>+49 (0) 4706930750</u>

https://www.mes-schiffdorf.de/

Does your child have special needs?

Inclusion in schools

What does inclusion mean? Everyone can participate. No one is excluded. In the District of Cuxhaven there are special schools with different focuses (see below). However, children and young people with disabilities can also attend a mainstream school. The joint school attendance of people with and without disabilities is also called inclusive education or inclusion.

The decision between a mainstream school (inclusion) or a special school lies with the parents.





Cuxhaven.

School assistance/ school support

Children with special needs or disabilities who attend a mainstream school occasionally need supervision. School assistants can provide support here.

A school assistant enables a child to attend a regular school or a special school. The school assistants support a child at school and in all school matters. They are not teachers. School assistants provide assistance in class and take over care assistance when needed.

If necessary, an application must be made to the district's integration assistance office.

 \bigcirc Get advice from the <u>Youth Migration Service</u>, the school or the integration assistance.

Förderschule (special needs school)

Age: From 6 years Requirement: Children who have an increased need for support, an impairment or a disability Thereafter: Workshops or similar, supporting vocational training Certificate: partial secondary school certificate Special feature: The teachers are specially trained. The focus is on mental development (Schule am Meer in Cuxhaven, Schule am Wiesendamm in Geestland) or physical and motor development (Seeparkschule Wesermünde in Geestland).

You can find an overview of all special schools here.

Graduate from senior school

In principle, **senior school-leaving qualifications** can also be obtained at a **later date**. For example, after completing the Hauptschulabschluss (Hauptschule graduation certificate), you can also catch up on the Realschulabschluss (Realschule graduation certificate/Mittlere Reife).

Even if you **do not have a school-leaving certificate**, you can obtain one at a later stage. Or you have a **foreign school leaving certificate** that is not recognised in Germany. Even then, you can obtain your school leaving certificate via a second educational path.

If you are **still of <u>compulsory</u>** school age, this is possible at the <u>vocational schools (BBS)</u>. You can find support at the <u>Youth Migration Service</u>.

If you have **completed your compulsory schooling**, you can also obtain a school-leaving certificate from an adult education centre. The <u>Youth Employment Agency</u> can support you in this.

Studies

General information about studying



Getting to know the higher education system

There are different types of universities in Germany. Overall there are more than 14,000 different courses of study. All of them have different pre-requisites and focuses, lead to different degrees and open up a variety of career opportunities. Making yourself familiar with the higher education system and the different study options is a good start.

You can find many helpful sites online:

There are many different degree programmes. You can find an overview for Lower Saxony <u>here</u>.

Checking pre-requisites

If you want to study in Germany, you need a **Hochschulzugangsberechtigung (university entrance qualification)**. This is a school leaving certificate that qualifies for university studies, for example the German university entrance qualification of Abitur or the Fachhochschulreife (Fachhochschule entrance qualification) or Hochschulreife (Hochschule entrance qualification).

♀ There are different types of Hochschulreife (Hochschule entrance qualification): The allgemeine Hochschulreife (general Hochschule entrance qualification), the Fachhochschulreife (Fachhochschule entrance qualification) and the fachgebundene Hochschulreife (subject-specific Hochschule entrance qualification). Depending on which one you have obtained, various courses of study are open to you.

If you have a **foreign university entrance qualification**, in principle you are allowed to study at a German university. You can check for yourself whether your foreign degree is recognised in Germany: <u>anabin - the information portal for foreign educational qualifications</u>

It is always up to individual universities whether they recognise qualifications and certificates, however. You can find detailed information about this <u>here</u>. Your first point of contact at any university is the International Office (Akademisches Auslandsamt "AAA"). You can find contact information <u>here</u>.

Foundation courses

In order to study in Germany you will need to speak German very well.

Many universities offer special courses to prepare you for studying with them. Intensive language courses are offered alongside initial subject-related content.

How much does it cost to study?



Tuition fees do not have to be paid in Germany at state or church-run universities (first degree). Only a few states charge fees for foreigners and long-term students. Tuition fees are usually charged at private universities. However, this does not mean that studying in Germany is free of charge.

Normally, social contributions have to be paid for the services of the Studentenwerk, the student council and possibly for a semester ticket for public transport. In some states, administrative costs are added (this concerns Lower Saxony, Bremen and Hamburg, among others).

The cost of studying also depends on whether you live with your parents or run your own household. Living costs and expenses for study needs vary depending on the university location and the subject studied.

How can I finance my studies?

Federal Training Assistance Act (BAföG)

BAföG stands for "Bundesausbildungsförderungsgesetz" and is a form of financial aid. You can apply for this if you are studying in Germany. BAföG is money from the state. You get it into your account every month. Half of the amount is free money. As soon as you have a job and earn money after your studies, you have to pay back the other half of the money. You can then pay back the money in small instalments.

BAföG can be applied for by people who live and study in Germany.

Even if you do not have a German passport, you can apply for BAföG.

Here you will find further information.

Contact the free BAföG hotline: <u>08002236341</u> Monday to Friday from 8:00 - 20:00

You can find an Arabic-language online tutorial about BAföG here.

The application for BAföG must be made in writing to the responsible "Studierendenwerk" (Student Union), for example, the <u>"Studierendenwerk OstNiedersachsen"</u>. Make sure that your application is submitted early. This is because it takes several months to process the applications. You can find the application forms <u>here</u>.

Bursary

There are many grants you can apply for. And not just in the first semester, but throughout your studies. <u>Click here</u> and <u>here</u> to get an overview. These services are often very different. In some cases, emphasis is placed on social commitment or on political orientation, study programme, grades or personal circumstances.

Working student

Many courses of study offer the opportunity to work for a company as a working student. There you can gain your first experiences in the field you have studied and earn money on the



side. The companies mostly offer contracts on a 10-20 hours/week basis. If you perform well, there is a chance of being taken on after graduation. Get information from companies in your area. The concept of the working student is widespread.

Student assistant

As a student assistant, you can usually work at a Hochschule up to a maximum of 20 hours per week. In doing so, you will complete tasks that help, for example, a lecturer, a chair or an organisation of the Hochschule. The prerequisite is enrolment at a Hochschule as a student. These positions are advertised at the Hochschulen.

Side job and holiday job

Many students have a part-time job to finance their studies. There are different types of side jobs. If you receive a state subsidy, find out how much you are allowed to earn in addition. State support includes, for example, BAföG or a bursary.

Many students work in a so-called <u>mini job</u>. You earn a maximum of 520 euros per month. But you do not pay taxes and social insurance contributions.

Some also work in holiday jobs during the semester breaks. If you earn more than 520 euros per month in a holiday job, you should note the following: if you do not work for more than 3 months or a total of 70 working days, the job is also exempt from social security contributions.

Education loan

The education loan is a low-interest loan from the state-owned Kreditanstalt für Wiederaufbau (KfW). It is specifically aimed at students who are in the last phase of their studies. Unlike normal bank loans, you do not need collateral such as your own income. The income of parents or spouses is also irrelevant.

Determined the subject of educational loans.

Recognition of foreign qualifications

In Germany, **qualifications** play an important role for **school**, **university** or **work**. With certificates you can prove what you have already learnt and achieved. Qualifications are important for a place at a school, university or for a job.

So if you have already obtained **qualifications** at school, vocational training or university **abroad**, you can **have** them **recognised**. It will be checked what you are qualified for in Germany. Your achievements will be "translated", so to speak.

I have a foreign school leaving certificate

The recognition of a **foreign school leaving certificate** is particularly useful if you want to start an **apprenticeship**. However, if you also want to start **university studies**, you have to have your school leaving certificate recognised.

The Regional Office for Schools and Education of Lower Saxony checks foreign school leaving qualifications (e.g. Hauptschulabschluss, Mittlere Reife, Fachhochschulreife/Hochschulreife).





Contact the 🚱 <u>Certificate Recognition Office (Zeugnisanerkennungsstelle) Niedersachsen</u>. Make an application and have your degree checked.

I have a foreign degree

You can have it checked whether your **degree is recognised in Germany**.

Note that there is a **difference in recognition between regulated and non-regulated professions**.

Regulated professions

In regulated professions, you can only work if you have a certain qualification. These are, for example

- Medical professions
- Legal professions
- The teaching profession at state schools
- Professions in the public sector

This means that in these professions you may **only work with a state recognition of the professional qualification** (for example, vocational qualification or degree). In the <u>Anerkennungs-Finder</u> you can search for the competent recognition body for regulated professions. You will also receive information on how to proceed.

Non-regulated professions

In non-regulated professions, you may work **without state recognition of professional qualifications**. However, it is recommended to apply for a certificate evaluation. The <u>Central Office for Foreign Education (ZAB)</u> in Bonn is responsible for the assessment of certificates for non-regulated academic professions.

Further information

<u>Here</u> you will find further information on the recognition of your university degree from abroad.

 \circlesize{A} A certificate evaluation costs 200 euros. You can find **support** - also on questions of **funding** - at the <u>recognition counselling service</u> in the IQ-Netzwerk.

I have a foreign vocational training qualification

You have completed vocational training abroad? You can find more information on the recognition of your qualification in the section "Work and training" under "<u>Recognition of a foreign vocational training qualification</u>".

♀You can find support with recognition at the <u>Recognition and Qualification Counselling</u> <u>Service (Anerkennungs- und Qualifizierungsberatung)</u> of Caritas Cuxhaven.



Where can I find support for the recognition of my vocational training or studies?

Recognition and qualification counselling Lower Saxony

Have you **completed vocational training** or **studies abroad**? You want to work in Germany and live in the City or District of Cuxhaven? Get advice on the possibilities of your professional recognition at the Recognition and Qualification Counselling Service (IQ-Netzwerk) of Caritas Cuxhaven.

Contact:

✔<u>IQ Netzwerk Cuxhaven</u>
 ✔ Kirchenpauerstraße 15, 27472 Cuxhaven

<u>Registration</u>

(Here you can register online and upload documents).

Anastasia Brock <u>047216902820</u> or <u>015733283168</u> <u>@anastasia.brock@caritas-cuxhaven.de</u>

Larisa Müller <u>047216902822</u> or <u>016369775581</u> <u>@larisa.mueller@caritas-cuxhaven.de</u>

Regina Martins <u>047216902821</u> or <u>015733283178</u> <u>@regina.martins@caritas-cuxhaven.de</u>

 \mathbb{Q} Free advice in German, English and Russian



Landkreis Cuxhaver