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## Welcome to

### Welcome to the district of Dahme-Spreewald!

This app is designed to help you find your way around our district. You will find lots of facilities, information and tips to make your arrival easier.

We hope that you feel at home here and look forward to welcoming you to our district. If you have any questions about the app, if information is out of date or if you have any suggestions for changes, please contact us!

Mennatullah Mohamed  [03375262036](tel:03375262036)

Lennart Nieweler  [03375262035](tel:03375262035)

Your team of the "Integreat app" Dahme-Spreewald

### Editorial team:

[@integreat@dahme-spreewald.de](mailto:integreat@dahme-spreewald.de)

### Welcome to the district of Dahme-Spreewald

Dear fellow citizens,

### Welcome to the district of Dahme-Spreewald!

People from 98 nations live with us. Our growing district offers them all many opportunities.

A new start in a foreign country is often not easy. With this app, we would like to make your arrival in our district a little easier. You will find lots of useful information to help you find your way around and provide support.

We would also like to provide you and your family with practical support for integration. Whether language and integration courses, childcare in daycare centres, targeted support in schools or a wide range of counselling services and assistance.

Take up these offers. They will help you to quickly learn the German language, to connect with the community of people living here and to successfully integrate into our society.

I hope that you will soon feel at home in your new home, that you will soon become familiar with what was initially foreign to you and that you will feel part of our society and our district.

Sven Herzberger  
District Administrator

### Ask Integreat

### What is "Frag Integreat"?

- **Frag Integreat** is a new function in Integreat.
- **Frag Integreat** It works like a chat. You ask your question and receive a helpful answer after a few seconds.
- **Frag Integreat** is currently only available on the integreat.app website. It is not yet available in the apps installed via Google Play Store or Apple App Store.
- You can find the Frag Integreat chat by clicking on the speech bubble icon at the bottom right of your screen:



## How it works Frag Integreat:

Ask your question. Frag Integreat will then search through all the content in the Integreat app and provide you with the best answer. This can take up to a minute. Please be patient.

Frag Integreat's answers are based exclusively on the official information of the respective region. This ensures that you always receive reliable and correct answers.



The robot next to the answer indicates that Frag Integreat has automatically found a suitable answer for you in the Integreat content. You are welcome to ask further questions. If there is no suitable answer, you will also be informed of this.

## Make sure you select the right language and your selected region

Frag Integreat can speak all languages of the Integreat app. It is important that the language in which you ask your question is also currently set - otherwise Frag Integreat will not work properly.

If this happens, proceed as follows:

- Close the chat window
- Select your desired language from the language selection at the top
- Open Frag Integreat and ask your question

**Frag Integreat** can only access the content of the region you have selected. If you need information from another region, please select this region first and then ask your question. The chatbot is not yet available in all regions.

## Your data is also Frag Integreat secure.

You do not need to register to use Frag Integreat. No personal data is stored. However, please do not enter any sensitive information in the chat. If your question is very specific, Frag Integreat will try to recommend a suitable counselling centre. You can then safely discuss your personal concerns and documents there.

We protect your data and privacy and never pass it on. We have summarised all information on data protection on this website: Website with information on data protection. After 6 months we delete your chat data completely from our servers.

## Help us, Frag Integreat better!

Frag Integreat is constantly being improved. If an answer is incomprehensible or you discover an error, we look forward to your feedback. Also, if you have any ideas on how to make the chat even more helpful, please let us know. You can write a message using the feedback function. You can also reach us via [info@integreat-app.de](mailto:info@integreat-app.de).

Thank you for using Frag Integreat!

## County map



You can find a map of the **district Dahme-Spreewald** [here](#).

## Interesting facts about the district of Dahme-Spreewald

[map](#)

Area: 2,261 km<sup>2</sup> ( = 7.7 % of the area of the country Brandenburg)

Location: from the south-eastern city limits of the capital Berlin to the Spreewald and the foothills of the Niederen Flämings

Neighbouring cities and districts: Capital Berlin (north), county Oder-Spree (east), county Spree-Neiße (south-east), counties Oberspreewald-Lausitz and Elbe-Elster (south) and county Teltow-Fläming (west)

County border: 386 km long

North-south extension: 81 km in length

East-west extension: 69 km long

Highest point of the district: Wachtelberge at Wüstermarke 159.2 m above sea level

Lowest point of the district: Miersdorf Werder 33.0 m above sea level

County town: Lübben (Spreewald)

Total population (as of 30/06/2022)

Population: 178,277

- of which female: 90,263

- of which male: 88,014

Larger cities:

- Königs Wusterhausen = 38,670 inhabitants
- Lübben = 13,994 inhabitants
- Wildau = 10,962 inhabitants
- Luckau = 9,528 inhabitants
- Municipality Schönefeld = 19,040

The structures of the district show a strong north-south gradient and three areas can be recognised. The northern district is a sought-after location for business, services, research and teaching due to its proximity to Berlin and excellent transport links. Plenty of woodland and water offer ideal conditions for living and relaxing. The area around the district town of Lübben is characterised by the unique natural landscape of Spreewaldes and is a popular attraction for tourists. The region around the historically valuable town of Luckau is extremely rural. Agriculture and the food industry dominate here. This area also includes the post-mining landscape of "Schlabendorfer Felder".

Nature and environment

- Forest 102,000 ha (84 % pine forest)
- Water area 8,900 ha
- Recreational area 1,000 ha
- 15 landscape conservation areas 145,000 ha
- 72 nature reserves 24,000 ha

Biosphere reserve Spreewald: 47,500 ha

- Recognised by the UNESCO in 1991
- Rivers and canals with a total length of 1,550 km

- 18,000 animal and plant species colonised
- Annual number of visitors: 2 million

Nature park Dahme-Heideseen: 59,000 ha

Nature park Niederlausitzer Landrücken: 58,000 ha

Nature park Schlaubetal: 22,700 ha

Commercial and industrial areas:

- 74 industrial estates, 761 ha total area
- 6 industrial estates, 286 ha total area

Population density in the north of the district: 80 %

Population density in the south of the district: 65 %

Agricultural area: 88,514 ha (= 39% of the district area)

Tourism:

- Traveller region Dahme-Seenland (in the northern district)
- Travelling region Spreewald (in the southern district)

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Over 13,000 foreigners from 98 nations currently live in the district of Dahme-Spreewald.

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[Here](#) you can find information on the individual municipalities and offices in the district Dahme-Spreewald:

## Offices

### Immigration office


Would you like to live in Germany as a foreign national? Then you need a residence permit. This can be a visa. Or a residence permit. As an EU citizen, you will receive the EU Blue Card. You can also apply for a settlement permit. There is also a permanent residence permit. To do this, submit an [application to](#)  at the immigration office at  [Sachgebiet Migration](#).

1. go to the website of the Foreigners' Registration Office
2. click on "Notes"
3. you will see a list with all the documents you need

What else you can do at this office:

- Renewal of proof of arrival
- Issue and extend your residence permit
- Apply for a work permit
- Apply for a residence permit and special permits for travelling

### Foreigners authority

 [Schulweg 1b, 15711 Königs Wusterhausen](#)


 [03375262119](tel:03375262119)

### Availability of the hotline

Monday 09:00 - 12:00 and 13:00 - 15:00

Tuesday 09:00 - 12:00 and 13:00 - 18:00

Thursday 08:00 - 12:00 and 13:00 - 16:00

Friday 08:00 - 12:00 For a personal visit you need an [appointment](#)  If you wish to apply for or extend a residence permit, you must first submit an application. Once you have submitted all the documents, you will receive an appointment proposal. Do not bring any more printed photos with you. You will now receive a QR code from the photographer or DM. It is best to upload this code directly in the online application. There is one e-mail address for all persons with a residence permit. There is another e-mail address for all persons who have a tolerated stay permit or are still in the asylum procedure.

### Opening hours

Tuesday 09:00 - 12:00 and 13:00 - 18:00

Thursday 08:00 - 12:00 and 13:00 - 16:00

and by appointment

[@aufenthalt@dahme-spreewald.de](mailto:@aufenthalt@dahme-spreewald.de)

[@asylduldung@dahme-spreewald.de](mailto:@asylduldung@dahme-spreewald.de)


Further information on the right of residence can be found [here](#).

## Federal Employment Agency

Agentur für Arbeit is responsible for everything to do with work and training:

- Are you looking for a job?
- Do you need help choosing a career?
- Would you like to have your qualifications recognised?
- Would you like to continue your vocational training?

You can contact Agentur für Arbeit: <https://www.arbeitsagentur.de/service-bereich>

You can take care of many services online, e.g. registering as unemployed, applying for unemployment benefit, uploading documents or making appointments. With eServices you can deal with your requests simply, quickly and securely via your user account. Log in to  [here](#).

Is your asylum procedure still ongoing? Or are you a tolerated person? Then Agentur für Arbeit is there for you.

 [Agentur für Arbeit Königs Wusterhausen](#)

 [Agentur für Arbeit Lübben](#)


 [Agentur für Arbeit Luckau](#)

## Federal Office for Migration and Refugees - BAMF

Do you have questions **about immigration**? The **citizen service of the Federal Office for Migration and Refugees** will answer all your questions:

 [0049499119430](tel:0049499119430)


 [@service@bamf.bund.de](mailto:@service@bamf.bund.de)

 Monday to Friday 9.00 - 11.00 a.m.

## Information on the status of the asylum procedure

Have you applied for asylum and would like to know what the current status is? Please send the following information or documents by e-mail to [service@bamf.bund.de](mailto:service@bamf.bund.de):

- The BAMF file number.
- Your surname, first name, date of birth, place of birth and current address.
- A copy of your valid proof of arrival. Or the front and back of your valid residence permit.


 **Note:** You must send these documents in full with every enquiry. Otherwise the enquiry cannot be processed.

## Information on the status of an asylum procedure to third parties

Do you need information about someone else's asylum procedure? Then you are a "third party". Please send the following information or documents by e-mail to [service@bamf.bund.de](mailto:service@bamf.bund.de):

- The BAMF file number.
- The surname, first name, date of birth, place of birth and current address of the person on the asylum application.
- A valid power of attorney for you. The partial power of attorney can be used for this purpose. You can find this under [Download](#).
- A copy of the front and back of the valid residence permit of all persons on the asylum application.
- A copy of the front of your valid identity document.


You can black out all details except your photo and your first name and surname on the copy of your identity document. However, the identity document must remain recognisable. This serves the purpose of authentication and thus the protection of the data for the asylum procedure.

 **Please note:** You must send these documents in full with every enquiry. Otherwise the enquiry cannot be processed.


## Jobcenter


### Job centre Dahme Spreewald

 [Max- Werner-Straße 7, 15711 Königs Wusterhausen](#)

 [03375279700](tel:03375279700)

 [Weinbergstraße 1a, 15907 Lübben](#)

 [03546228100](tel:03546228100)

 [Bersteallee 21, 15926 Luckau](#)

 [03546228100](tel:03546228100)

In principle, all employees can be reached on their personal extension number during their daily working hours. You will find this in the notification or on all letters from the Jobcentre in the top right-hand corner. If you are unable to reach your personal contact person, you can leave your request on the mailbox, stating the community of need or customer number.

To send documents and enquiries about your claim, please use our mailbox service as well as the other **digital services offered** by [jobcenter.digital](#).

## Opening hours

### Office **Königs Wusterhausen:**

Monday: 08:00 - 13:00

Tuesday: 08:00 - 13:00

Wednesday: closed

Thursday: 08:00 - 13:00 and 14:00 - 18:00

Friday: 08:00 - 12:30

### Office **Lübben:**

Monday: 08:00 - 13:00

Tuesday: 08:00 - 13:00

Wednesday: closed

Thursday: 08:00 - 13:00 and 14:00 - 18:00

Friday: 08:00 - 12:30

### Office **Luckau:**

Monday: Appointments by arrangement

Tuesday: Appointments by arrangement

Wednesday: Appointments by arrangement

Thursday: By appointment

Friday: Appointments by arrangement

## Residents' registration office (Einwohnermeldeamt)

You can find the addresses of the registration offices [here](#).

## Registration at the residents' registration office


When you move to the district Dahme - Spreewald you must register at the **residents' registration office**. In some places this office is also called Bürgeramt or Bürgerbüro. You must register there within two weeks. If you register too late or not at all, you may have to pay a fine.

To register, you must present your **ID card, identity card, residence permit** or other **residence document** . If you have a **passport** or similar documents, please also bring these with you.

You must also complete a **registration form** . You can obtain the form from the Residents' Registration Office. The staff there will be happy to help you fill it out.

In some cities or municipalities, you will also need a **confirmation from your landlord** for the registration. This is a document in which your landlord confirms that you are renting the flat from him.

Sometimes your **birth certificate** or **marriage certificate** is also required for registration. If you have these documents, please bring them with you to the registration.

After your registration you will receive an **official confirmation of registration**. Please keep this document in a safe place. It is proof that you are registered in a municipality or town in the district. You now live there and have your address there. **Municipality Schönefeld**   
[Hans - Grade - Allee 11, 12529 Schönefeld](#)

 [030536720105](tel:030536720105)

#### **Municipality Eichwalde**

#### **Municipality Schulzendorf**

**Municipality Zeuthen**  [Grünauer Straße 49, 15732 Eichwalde](#)


 [03067502301](tel:03067502301)  [03067502302](tel:03067502302)  [Einwohnermeldeamt@eichwalde.de](mailto:Einwohnermeldeamt@eichwalde.de)  [www.eichwalde.de](http://www.eichwalde.de)

#### **Town Wildau**

Municipality


 [Karl - Marx - Straße 36, 15745 Wildau](#)

 [03375505460](tel:03375505460) **Municipality Bestensee**

 [Eichhornstraße 4 - 5, 15741 Bestensee](#)

 [03376399812](tel:03376399812) **Town Königs Wusterhausen**


Town hall

 [Schlossstraße 3, 15711 Königs Wusterhausen](#)

 [03375273373](tel:03375273373)  [buergerservice@stadt-kw.de](mailto:buergerservice@stadt-kw.de)

#### **Town Mittenwalde**

Town Hall

 [Rathausstraße 8, 15749 Mittenwalde](#)

 [0337648980](tel:0337648980)  [post@mittenwalde.de](mailto:post@mittenwalde.de) **Municipality Heidesee**

Municipal council


 [Lindenstraße 14 b, 15754 Heidesee OT Friedersdorf](#)

 [0337677950](tel:0337677950)

 [post@gemeinde-heidesee.de](mailto:post@gemeinde-heidesee.de) **Office Schenkenländchen**

Citizens' office


[Markt 9, Gebäude B , 15755 Teupitz](#)

 [0337666890](tel:0337666890)

 [buergerbuero@amt-schenkenlaendchen.de](mailto:buergerbuero@amt-schenkenlaendchen.de)

#### **Office Unterspreewald**

Residents' Registration Office

 [Markt 1, 15938 Golßen](#)

☎ [0354523840](tel:0354523840) and

📍 [Hauptstraße 49, 15910 Schönwald](#)

☎ [0354742060](tel:0354742060) **community Märkische Heide**

📍 [Schlossstraße 13 a, 15913 Märkische Heide OT Groß Leuthen](#)

☎ [03547185143](tel:03547185143)

@[ewo-gewerbe@maerkische-heide.de](mailto:ewo-gewerbe@maerkische-heide.de) **Office Lieberose / Oberspreewald**

Administrative office Straupitz

📍 [Kirchstraße 11, 15913 Straupitz](#)

☎ [0354758630](tel:0354758630)

@[amt@lieberose-oberspreewald.de](mailto:amt@lieberose-oberspreewald.de)

**City Lübben**

📍 [Poststraße 5, 15907 Lübben](#)

☎ [03546792508](tel:03546792508) @ [meldeamt@luebben.de](mailto:meldeamt@luebben.de)

**Town Luckau**

Town hall

📍 [Am Markt 34, 15926 Luckau](#)

☎ [03544594142](tel:03544594142) ☎ [03544594144](tel:03544594144) @ [einwohnermeldeamt@luckau.de](mailto:einwohnermeldeamt@luckau.de)

**Municipality Heideblick**

📍 [Langengrassau Luckauer Straße 61, 15926 Heideblick](#)

☎ [0354548810](tel:0354548810)

@[gemeinde@heideblick.de](mailto:gemeinde@heideblick.de)

## Road traffic office

### Road traffic office

📍 [Fontaneplatz 10, 15711 Königs Wusterhausen](#)

☎ [03375262671](tel:03375262671)

@[strassenverkehrsamt@dahme-spreewald.de](mailto:strassenverkehrsamt@dahme-spreewald.de)

## Social welfare office

The social welfare office is responsible for **providing social assistance**. This includes the following benefits:

- Basic security in old age and in the event of reduced earning capacity
- Care assistance
- Assistance with living expenses
- Integration assistance for disabled people
- Assistance to overcome particular social difficulties
- Assistance with health
- Assistance in other life situations

The Social Welfare Office will **advise and support** you in all matters relating to these topics.

The social welfare office will ask you about your financial circumstances. You will therefore have to show whether you have any valuables such as jewellery or money. You will sign a

number of documents and declarations. Please bring all your papers with you. All persons who are registered on your residence permit must accompany you to the appointment.


You will also receive the cheque for your living expenses here. You can exchange the cheque for cash (euros) at the bank. Please note that this money must last until your next appointment with the social welfare office (approx. 1 month). You will not receive any money until your next appointment with the Social Welfare Office.

### **The Social Welfare Office is your contact for the following issues:**

- Vouchers for initial baby equipment and for your child's school supplies
- Money for train tickets to interview appointments
- Sickness certificates, authorisation for operations and other medical measures
- Education and participation package (BUT)
- Activity and employment programme
- Applications for redistribution, exemption from compulsory housing

### **Social welfare office**

 [Beethovenweg 14, 15907 Lübben](#)

 [Brückenstraße 41, 15711 Königs Wusterhausen](#)

 [03546201638](tel:03546201638)

[@sozialamt@dahme-spreewald.de](mailto:sozialamt@dahme-spreewald.de)

### **Housing benefit office**

Housing benefit under the Housing Benefit Act is granted to tenants of a flat or house as a rent subsidy. For owners who use their property themselves, it is granted as an encumbrance allowance. It is granted on application as a subsidy towards housing costs to ensure adequate and family-friendly housing.

The grant period begins on the first of the month in which the housing benefit notification is issued and is generally granted for 12 months.

The granting of housing benefit and its amount depends on the family income and the number of household members to be taken into account, as well as the amount of eligible rent or charges. The decisive factor here is the annual income of all household members.

### **Housing benefit office**

 [Beethovenweg 14, 15907 Lübben \(Spreewald\)/Lubin \(Blota\)](#)

A - G

 [03546201769](tel:03546201769)

H - L

 [03546201745](tel:03546201745)

M - Q

☎ [03546201726](tel:03546201726)

R - T, Z

☎ [03546201707](tel:03546201707)

U - W, self-employed

☎ [03546201703](tel:03546201703)

@[wohngeld@dahme-spreewald.de](mailto:wohngeld@dahme-spreewald.de)

📍 [Brückenstraße 41, 15711 Königs Wusterhausen](#)

Heidensee, Bestensee, Eichwalde

☎ [03375262218](tel:03375262218)

Königs Wusterhausen A - J

☎ [03375262541](tel:03375262541)

Königs Wusterhausen K - R

☎ [03375262120](tel:03375262120)

Königs Wusterhausen S - Z, Zeuthen

☎ [03375262109](tel:03375262109)

Wildau

☎ [03375262114](tel:03375262114)

Mittenwalde, Schulzendorf

☎ [03375262116](tel:03375262116)

Schenkenländchen, Schönefeld

☎ [03375262112](tel:03375262112)

@[wohngeld@dahme-spreewald.de](mailto:wohngeld@dahme-spreewald.de)

## Getting Started

It is not always easy to make a new start in a foreign environment, to explore a foreign city. There are a few things you need to bear in mind in the first few weeks and do as quickly as possible.

### Residents' Registration Office

#### Registration at the residents' registration office

When you move to the district Dahme - Spreewald you must register at the **residents' registration office**. In some places this office is also called Bürgeramt or Bürgerbüro. You must register there within two weeks. If you register too late or not at all, you may have to pay a fine.

To register, you must present your **ID card, identity card, residence permit** or other **residence document** . If you have a **passport** or similar documents, please also bring these with you.

You must also complete a **registration form** . You can obtain the form from the Residents' Registration Office. The staff there will be happy to help you fill it out.

In some cities or municipalities, you will also need a **confirmation from your landlord** for the registration. This is a document in which your landlord confirms that you are renting the flat from him.

Sometimes your **birth certificate** or **marriage certificate** is also required for registration. If you have these documents, please bring them with you to the registration.

After your registration you will receive an **official confirmation of registration**. Please keep this document in a safe place. It is proof that you are registered in a municipality or town in the district. You now live there and have your address there. **Municipality Schönefeld** 📍 [Hans - Grade - Allee 11, 12529 Schönefeld](#)  
☎️ [030536720105](tel:030536720105)

#### **Municipality Eichwalde**

#### **Municipality Schulzendorf**

**Municipality Zeuthen** 📍 [Grünauer Straße 49, 15732 Eichwalde](#)

☎️ [03067502301](tel:03067502301) ☎️ [03067502302](tel:03067502302) @ [Einwohnermeldeamt@eichwalde.de](mailto:Einwohnermeldeamt@eichwalde.de) 🌐 [www.eichwalde.de](http://www.eichwalde.de)

#### **Town Wildau**

Municipality

📍 [Karl - Marx - Straße 36, 15745 Wildau](#)

☎️ [03375505460](tel:03375505460) **Municipality Bestensee**

📍 [Eichhornstraße 4 - 5, 15741 Bestensee](#)

☎️ [03376399812](tel:03376399812) **Town Königs Wusterhausen**

Town hall

📍 [Schlossstraße 3, 15711 Königs Wusterhausen](#)

☎️ [03375273373](tel:03375273373) @ [buergerservice@stadt-kw.de](mailto:buergerservice@stadt-kw.de)

#### **Town Mittenwalde**

Town Hall

📍 [Rathausstraße 8, 15749 Mittenwalde](#)

☎️ [0337648980](tel:0337648980) @ [post@mittenwalde.de](mailto:post@mittenwalde.de) **Municipality Heidensee**

Municipal council

📍 [Lindenstraße 14 b, 15754 Heidensee OT Friedersdorf](#)

☎️ [0337677950](tel:0337677950)

@ [post@gemeinde-heidensee.de](mailto:post@gemeinde-heidensee.de) **Office Schenkenländchen**

Citizens' office

[Markt 9, Gebäude B , 15755 Teupitz](#)

☎️ [0337666890](tel:0337666890)

@ [buergerbuero@amt-schenkenlaendchen.de](mailto:buergerbuero@amt-schenkenlaendchen.de)

#### **Office Unterspreewald**

Residents' Registration Office

📍 [Markt 1, 15938 Golßen](#)

☎️ [0354523840](tel:0354523840) and

📍 [Hauptstraße 49, 15910 Schönwald](#)  
☎ [0354742060](#) **community Märkische Heide**  
📍 [Schlossstraße 13 a, 15913 Märkische Heide OT Groß Leuthen](#)  
☎ [03547185143](#)  
@[ewo-gewerbe@maerkische-heide.de](mailto:ewo-gewerbe@maerkische-heide.de) **Office Lieberose / Oberspreewald**  
Administrative office Straupitz  
📍 [Kirchstraße 11, 15913 Straupitz](#)  
☎ [0354758630](#)  
@[amt@lieberose-oberspreewald.de](mailto:amt@lieberose-oberspreewald.de)  
**City Lübben**  
📍 [Poststraße 5, 15907 Lübben](#)  
☎ [03546792508](#) @ [meldeamt@luebben.de](mailto:meldeamt@luebben.de)  
**Town Luckau**  
Town hall  
📍 [Am Markt 34, 15926 Luckau](#)  
☎ [03544594142](#) ☎ [03544594144](#) @ [einwohnermeldeamt@luckau.de](mailto:einwohnermeldeamt@luckau.de)  
**Municipality Heideblick**  
📍 [Langengrassau Luckauer Straße 61, 15926 Heideblick](#)  
☎ [0354548810](#)  
@[gemeinde@heideblick.de](mailto:gemeinde@heideblick.de)

## Immigration office

### Have you recently arrived in the district of Dahme-Spreewald from abroad?

Then the Foreigners' Registration Office, located at 🌐 [Sachgebiet Migration](#), is responsible for all your questions. It decides on your residence status, but also on its termination. The Foreigners' Registration Office will actively advise and support you with the aim of clarifying your legal status as quickly as possible. The Foreigners' Registration Office is also responsible for people in the asylum process. You will need an [appointment](#) for a personal visit to 🌐 [If you wish to apply for or extend your residence permit, you must first submit an application](#). Do not bring any more printed photos with you. You can now obtain a QR code from the photographer or DM. It is best to upload this code directly in the online application. 1. go to the website of the Immigration Office

2. click on "Notes"

3. there you will see a list of all the documents you need The Foreigners' Registration Office has an e-mail address for all persons who have a residence permit or would like to apply for one. There is also an e-mail address for all persons who have a tolerated stay permit or are still in the asylum procedure. Where can you find the Foreigners' Registration Office?

📍 [Schulweg 1b, 15711 Königs Wusterhausen](#)

☎ [03375262119](#) (Hotline)  
@[aufenthalt@dahme-spreewald.de](mailto:aufenthalt@dahme-spreewald.de)  
@[asylduldung@dahme-spreewald.de](mailto:asylduldung@dahme-spreewald.de)

Further information on the right of residence can be found [here](#).

## Registering your child at the day care centre (Kita)

**Daycare centres** - known as **daycare centres** for short - support and care for children from infancy until they start school. In a daycare centre, your child will receive the best possible developmental support. If you would like to have your child looked after in a day-care centre, please register it in good time in a day-care centre of your choice.

You can find an overview of all daycare centres in the district [here](#).

## Registering your child at school

Compulsory education is compulsory in Germany . It is valid **until the age of 18. Year of life**. Children who are 6 years old must be registered at the relevant **primary school**. From the 7. Students can choose their **secondary school** freely after the second grade. You can choose between a comprehensive school, a secondary school or a grammar school.

At the **secondary school**, pupils are taught from Year 7 to Year 10. In the second class, basic and advanced knowledge is imparted.

On reaching the 10th grade You can acquire the vocational training qualification in the second grade. After completion of the 10. Students can obtain the Fachoberschulreife, the Realschulabschluss or the erweiterte Berufsbildungsreife.

Pupils can obtain the general higher education entrance qualification at a **grammar school**. This qualification is also known as the Abitur.

All qualifications and the general higher education entrance qualification can be obtained at **comprehensive schools**.

[Here](#) you will find an overview of all **schools in the district**.

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

## Stay

Have you travelled to Germany from abroad? Then there are various things for you to consider.

The entry and residence of foreigners in Germany is regulated by law.

In most cases, the [Migration Department](#) is responsible for this. The Foreigners' Registration Office located there will advise you on all matters relating to residence law. The Immigration Office is also responsible for all matters relating to the [immigration of skilled labour for the state of Brandenburg](#).

## Office for Migration and Integration


Would you like to come to Germany or are you already here? And you would like to live and work in our district? Then you probably have a lot of questions about your stay with us. The staff at the **Office for Migration and Integration** can help you. They will be happy to advise you on all your questions.

 Mr Benbakka  
[@ami@dahme-spreewald.de](mailto:@ami@dahme-spreewald.de)  
 [03375261727](tel:03375261727)

The **migration department** will advise you if you have any questions

- if you would like to live in Germany
- if you have applied for asylum
- if you have a Duldung (this means: you are allowed to stay in Germany temporarily)
- if you would like to stay in Germany permanently
- if you come from an EU country and would like to live and work here
- if you need a work permit or would like to extend it
- if you want to come to Germany as a skilled worker (this means: you have learnt or studied a profession)

 Mr Bolduan  
[@ami-migration@dahme-spreewald.de](mailto:@ami-migration@dahme-spreewald.de)  
 [03375262106](tel:03375262106)

**Hotline**  
 [03375262119](tel:03375262119)

The **area of integration** includes **Welcome Center** migration social work and the **Staatsangehörigkeitsbehörde**.

Here you can get advice on all questions relating to integration. Employers can also seek advice here.

This is also where

- the coordination of projects and measures for integration
- Advice for associations and initiatives
- Support for volunteers involved in integration work

 Mr Lorenz  
[@ami-integration@dahme-spreewald.de](mailto:@ami-integration@dahme-spreewald.de)  
 [03375263335](tel:03375263335)

The **Benefits and Accommodation department** is responsible for you if you are entitled to

- benefits for refugees and asylum seekers,
- you live in shared accommodation.


 Mr Rießland  
[@ami-leistung@dahme-spreewald.de](mailto:@ami-leistung@dahme-spreewald.de)

 [03546201766](tel:03546201766)

**hotline**

 [03546201949](tel:03546201949)

## Welcome Centre

This **Welcome Center** is the central advice centre for all immigrants in the district of Dahme-Spreewald. Counselling is free of charge. All essential information on local integration is bundled here. Further information can be found at the following  [link](#).

### Why is an appointment necessary?

**An appointment** is required for on-site counselling. Questions can also be asked by e-mail or telephone.

An appointment is important so that

- good preparation is possible
- waiting times are avoided
- there is enough time for the request
- the consultation runs smoothly

### Book an appointment here

The appointment is booked online:



<https://termine.dahme-spreewald.de/>

- Select "Welcome Centre"
- Select location: Lübben or Königs Wusterhausen
- Select day and time
- Select the duration of your consultation: +1 = 30 minutes
- Appointments can be booked up to two hours in advance

 For complicated applications or requests, please book at least 60 minutes (+2).

### What data is requested?

For example:

- Name
- e-mail address
- Telephone number
- Your address
- Topic of the consultation

This information will help you prepare. This leaves more time for the consultation.

 **Notes:**

- If no topic is suitable, select „Sonstiges“
- Enter additional information under "Bemerkungen"

**Confirm, postpone or cancel your appointment**

An e-mail will be sent after booking.

 **Important:** The appointment is only valid after clicking on Bestätigungs-Link .

The appointment can be postponed or cancelled later via the second e-mail

- postponed or
- cancelled

Please cancel the appointment if it cannot be kept.

**Technical problems?**

- E-mail: [welcome@dahme-spreewald.de](mailto:welcome@dahme-spreewald.de)
- Phone: [03375 262036](tel:03375262036)

**Immigration office**

The **Foreigners' Registration Office**, which is part of the [Migration Department](#), will advise you on all matters relating to your stay in Germany.

Would you like to stay in Germany for longer? Then there are many questions to clarify about your stay in Germany.

If you have any questions about your stay, you are welcome to use the services of the Foreigners' Registration Office. Anyone who comes to Germany can seek advice there.

The staff at the Foreigners' Registration Office will advise you on these topics:

- Permission to stay
- toleration
- Residence title
- Title for permanent residence - this is, for example, a settlement permit
- Work permit
- Change of address
- Residence for members of the family of EU citizens
- Travel documents for refugees and stateless persons

If you have any questions about your stay at Landkreis, , please contact the staff at the relevant immigration office. For a personal visit, you will need to make an appointment [at](#)



. If you wish to apply for or extend your residence permit, you must first submit an



[application](#). Do not bring any more printed photos with you. You can now obtain a QR code from the photographer or DM. It is best to upload this code directly in the online application.

1. go to the website of the Immigration Office
2. click on "Notes"
3. there you will see a list of all the documents you need

The Foreigners' Registration Office has an e-mail address for all persons who have a residence permit or would like to apply for one. There is also an e-mail address for all persons who have a tolerated stay permit or are still in the asylum procedure. The third e-mail address is for the head of the Migration Department.

[Schulweg 1b, 15711 Königs Wusterhausen](#)  
[@asylduldung@dahme-spreewald.de](mailto:asylduldung@dahme-spreewald.de)  
[@aufenthalt@dahme-spreewald.de](mailto:aufenthalt@dahme-spreewald.de)  
[@ami-migration@dahme-spreewald.de](mailto:ami-migration@dahme-spreewald.de)

[03375262119](tel:03375262119)

#### **Availability of the hotline**

Monday 09:00 - 12:00 and 13:00 - 15:00  
Tuesday 09:00 - 12:00 and 13:00 - 18:00  
Thursday 08:00 - 12:00 and 13:00 - 16:00  
Friday 08:00 - 12:00

#### **Citizenship authority**

#### **Nationality**

Nationality indicates the state to which a person belongs. It confers rights and obligations. These are the right to political participation, social benefits and protection by the state. Nationality can be acquired by descent, birth or naturalisation. It is an essential aspect of national identity.

If you intend to naturalise in Germany, you can obtain advice here:

[Schulweg 1b, 15711 Königs Wusterhausen](#)

[03375262105](tel:03375262105)

[03375262190](tel:03375262190)

[03375263508](tel:03375263508)

[@einbuengerung@dahme-spreewald.de](mailto:einbuengerung@dahme-spreewald.de)

Here you can find further information on [citizenship](#) and at [Naturalisation application](#)

[Info\\_Naturalisation.pdf](#)

#### **Migration social work - Accommodation**

## Would you like to move to different accommodation?

- Talk to the social workers in your accommodation first
- They will help you to contact the migration social workers for the accommodation
- Important: You can usually only move if you have work or training
- If you have found work, submit the documents via the social workers on site or independently to [msa@dahme-spreewald.de](mailto:msa@dahme-spreewald.de) submit

## You don't have a job but still need to move? This is only possible for special reasons

For example

- Health problems
- Personal reasons (for example: separation, violence, dispute)

💡 Enquire about the dates in advance by e-mail

### Contact options:

📅 Consultation hours at Lübben:

Tuesday: 9:00-12:00 and 13:00-18:00

Thursday: 8:00-12:00 and 13:00-16:00

📍 Address: Beethovenweg 14, 15907 Lübben

💡 Appointments are also possible in Königs Wusterhausen possible.

@E-mail: [msa@dahme-spreewald.de](mailto:msa@dahme-spreewald.de)

☎ Lübben: [03546 20-1688](tel:03546201688) or [03546 20-1956](tel:03546201956)

☎ Königs Wusterhausen: [03375 26- 2168](tel:03375262168)

## Services and accommodation

### What are the tasks of Sachgebiet Leistung und Unterbringung ?

The department is responsible for

- the reception and accommodation of migrants and refugees covered by the State Reception Act (LAufnG)
- securing their livelihood through social benefits in accordance with the Asylum Seekers Benefits Act (AsylbLG)
- Migration-specific social support

### Who gets help?

You will receive help if you:

- can receive benefits in accordance with §1 of AsylbLG, for example if you are an asylum seeker or have a tolerated stay permit

### What social benefits can you receive?

The department can provide you with the following benefits if required:

- Assistance to secure your livelihood as basic benefits according to § 3 AsylbLG or benefits in special cases according to § 2 AsylbLG
- Benefits in the event of illness, pregnancy and childbirth according to § 4 AsylbLG

### **How do I get a flat in shared accommodation or a housing association?**

- People who can receive AsylbLG primarily live in shared accommodation and housing associations
- There is a total of 18 shared accommodation and housing associations in the district
- You cannot decide for yourself where you live
- The decision is made on the basis of an allocation decision by the department

### **How do I apply for benefits?**

The Sachgebiet will normally contact you directly when you are assigned to Landkreis. You can also contact them yourself. If you are already living in shared accommodation or in a housing association, please speak to the local social workers first. If you are new from Ukraine and would like to live in our Landkreis, you can find more information on this under the following [link](#).

💡 Here you can find the [Antrag für Asylbewerberleistungen](#)

You can also find information for people from Ukraine via the [Internetseite](#) of the Sachgebiets Leistung und Unterbringung

### **Contact:**

📍 Address:  
Amt für Migration und Integration  
Sachgebiet Leistung und Unterbringung  
Beethovenweg 14  
15907 Lübben

Telephone (hotline): [03546 20-1949](tel:03546201949)  
E-mail: [ami-leistung@dahme-spreewald.de](mailto:ami-leistung@dahme-spreewald.de)


🕒 Office hours for personal counselling:  
Tuesday: 9:00-12:00 and 13:00-18:00  
Thursday: 8:00-12:00 and 13:00-16:00  
Further appointments by arrangement

☎ Hotline times:  
Monday: 9:00-12:00 and 13:00-15:00  
Tuesday: 9:00-12:00 and 13:00-18:00  
Thursday: 8:00-12:00 and 13:00-16:00  
Friday: 8:00-12:00

### **Immigration of skilled labour in Brandenburg**

There is a law in Germany. The law is intended to make it easier for skilled workers to come to Germany. The skilled workers either have a vocational qualification or a university degree. The law is called § 18a+b AufenthG. This allows skilled workers to obtain a residence permit for Germany. With this residence permit, they can work in Germany in any qualified occupation.

## Immigration for skilled workers in the state of Brandenburg

 [Schulweg 1b, 15711 Königs Wusterhausen](#)

 [03375262161](tel:03375262161)

 [03375262132](tel:03375262132)

 [03375262133](tel:03375262133)

 [@fachkraefteeinwanderung@dahme-spreewald.de](mailto:fachkraefteeinwanderung@dahme-spreewald.de)

There is an extra page on the web about the accelerated procedure. You can find it here:  
[Accelerated procedure for skilled workers.](#)

## Applying for or extending residence documents

Do you live in Germany?

Then you need a document for your stay.

There are various documents.

Which document you receive depends on your situation.

These documents are available:

- Aufenthaltstitel
  - The shorter form is a residence permit
  - The longer form is a settlement permit
  - This authorises you to live and work in Germany
  
- Duldung
  - You are allowed to stay in Germany for a short period of time
  - The authorities will tell you how long
  
- Aufenthaltsgestattung
  - You have submitted an application for asylum
  - The asylum procedure is still ongoing
  - You are waiting for the decision
  
- German citizenship
  - You become German or German
  - This is called Einbürgerung

You can find more information here:

- How to apply for  [Aufenthaltstitel bekommen oder verlängern](#)
- How to get your



#### [Duldung oder Aufenthaltsgestattung verlängern](#)


- How you



[Deutsche oder Deutscher werden](#) can

- What a  [Verpflichtungserklärung](#) is"

## Booking an appointment at the immigration office

Appointments can be [booked online at](#) . There is also a leaflet with pictures and QR-Codes. The leaflet is available in German and English:

[leaflet appointment booking foreigners authority\\_german.pdf](#)

[leaflet appointment booking foreigners authority\\_english.pdf](#)

### Tips:

New appointments are automatically activated every week from Sunday to Monday one month in advance. Let Ausländerbehörde know exactly what you would like via the "Bemerkungen" field. If you have booked the wrong appointment, it will be cancelled. Look at the reason why the appointment was cancelled. If you would like to change your Zusatzblatt, use the



[Online-Antrag 5.](#)

### Step 1: Select area

First select the area "Sachgebiet Migration".


### Step 2: Select a suitable request

Then select the area that matches your request or your residence status. +1 stands for one person. You must make an entry for each person who requires a residence document.

### Aufenthaltsgestattung:

Select this area for persons who are still in an ongoing asylum procedure. If you have an Duldung, you have already received a follow-up appointment at your last appointment. This will take place on the last day of your tolerated stay. If you have lost your Duldung and forgotten your appointment, you can ask at the reception desk at Ausländerbehörde or send an email to [asyduldung@dahme-spreewald.de](mailto:asyduldung@dahme-spreewald.de) or send an e-mail to

### Aufenthaltserlaubnis/Niederlassungserlaubnis:



You cannot book appointments here, as you must first [submit](#) an  [application](#) and all documents in order to extend your residence permit. You will then receive an appointment proposal. If your residence permit expires in the meantime, you can book an appointment at "Termin/Übertrag/Adressänderung/PIN", "Fiktionsbescheinigung". If you would like to extend

your settlement permit, select "Übertrag Niederlassungserlaubnis".

### **Abholung von Aufenthaltstitel**

When you make an appointment at the immigration office to extend your residence permit, you will be informed when you can book an appointment to collect it. The process of ordering, production and delivery of the residence permit takes approximately three weeks. If you wish to collect other documents, select "Abholung weiterer Dokumente". Use the "Bemerkungen" field to inform the Immigration Office which documents you require.


### **Fiktion/Übertrag/Adressänderung/PIN**

You can also book appointments to change your address in this area if you have recently moved to our district and have registered with the  [residents' registration office](#). If you need a new PIN for the eID function, you can also book an appointment for this. With the  [online ID function](#), you can create an account via



[bund ID](#). The account helps you to submit applications online.

### **Ukraine Transfer of residence permit ONLY §24 AufenthG**

Residence permits according to §24 for refugees from Ukraine  [are automatically extended](#) without the need to submit an application. If you still want to extend the document, you can book an appointment via this section.

### **Step 3: Select appointment, enter data, confirm appointment**

As soon as you have found the right area, select the day and time that suits you. You must then enter your personal details and use the "Bemerkungen" field to explain why you need the appointment. You will then receive an e-mail with a confirmation link which you must select. You will then receive the appointment confirmation in a final step, which you can also use to change or cancel the appointment.

### **Aufenthaltstitel verloren oder geklaut?**

If you have lost your residence permit or it has been stolen, you can book an appointment at Ausländerbehörde under "Übertrag Aufenthaltserlaubnis" or "Übertrag Niederlassungserlaubnis". As a rule, you do not have to submit a new application. File a report with the police so that no one else can use your identity.

### **Applying for or renewing a residence permit**

**Important: Submit your application online and in full. This will enable the immigration office to process it more quickly.**

The information sheets in German and English are available at QR-Codes and contain pictures to help you quickly.

[Leaflet Application for extension of residence permit german.pdf](#)

[Leaflet Application for extension of residence permit english.pdf](#)

This is how it works:

1. Visit the website "Sachgebiet Migration" of the [district Dahme-Spreewald](#)
2. Click on "Hinweise" and the appropriate section for your situation
3. Select your desired residence permit
4. Check which documents you need for the application
5. Click on the link to the appropriate [Online-Antrag](#)
6. Create a [federal ID account](#) or log in with your account
7. You can also continue via "ohne Anmeldung" without bund ID
8. Complete the online application

**Tip:** There is no separate online application for humanitäre Aufenthaltstitel. Use the Online-Antrag zur Erwerbstätigkeit. Write in the field "Anmerkungen" which residence permit you would like to apply for. If you have already submitted an application and your residence permit expires, book an [appointment at](#) for an Fiktionsbescheinigung. If you have submitted an application, your residence permit remains valid. This is called the fictional effect. The confirmation email is legally recognised as proof. An Fiktionsbescheinigung is an additional document. It is important for employers or for travelling, for example.


Important:

- An application must be submitted for each person, even if they are a minor
- Should further problems arise, please use the PDF form at "Formulare"
- Send the signed document by e-mail to: [aufenthalt@dahme-spreewald.de](mailto:aufenthalt@dahme-spreewald.de)
- Or by post to: Schulweg 1b, 15711 Königs Wusterhausen

### What happens after the application?

- If you have submitted the application online, you will receive a confirmation e-mail
    - Keep this e-mail in a safe place
    - It serves as proof of your application
  - The Ausländerbehörde will check your documents
    - You will be informed if any documents are missing
    - As soon as the documents are complete, you will receive an appointment proposal by e-mail. Do not book an appointment yourself.
  - At the appointment on site, you will receive a PIN-Brief
    - The [PIN-Brief](#) contains important information for the [Online-Ausweisfunktion](#)
    - Your Aufenthaltstitel remains valid until a decision is made on your application
  - Collection of your Aufenthaltstitels:
    - The Ausländerbehörde will inform you at the appointment when you can book an appointment for collection
    - Book an appointment for collection via the [website Ausländerbehörde](#)
    - Click on "Collection from Aufenthaltstiteln "
    - "+1" means: You are picking up for one person
- If your residence permit is not yet ready:
- The Immigration Office cancels your appointment
  - You must then book a new appointment

**Important for the collection:**

- You can only collect for:
  - yourself
  - your underage children
  - other persons with  [authorisation](#)
- Payment:
  - You can only pay by card at Ausländerbehörde
  - Don't have an account? Then you can get an Gebührenbescheid
  - With an Gebührenbescheid you have 3 weeks to transfer the money
  - Important: Inform Ausländerbehörde before the appointment if you would like an Gebührenbescheid
  - The preparation of the Bescheid takes time

## Apply for a work or training permit

### 1. check your residence status first:

#### At Aufenthaltstitel:

- Check the details on:
  - your Aufenthaltstitel or the Zusatzblatt or
  - your Visum
- There you will find what work you are authorised to do:
  - Either any work
  - Or only certain work

#### At Duldung:

- If your Duldung says "Erwerbstätigkeit nur mit Erlaubnis der Ausländerbehörde" (§60a): You can apply for a work permit
- If your Duldung says "Erwerbstätigkeit nicht gestattet" (§60b): You must first clarify your identity
- To do this, bring your identity documents with you to your next appointment at the immigration office
- You can also email Ausländerbehörde to [@asylduldung@dahme-spreewald.de](mailto:@asylduldung@dahme-spreewald.de) to ask for an earlier appointment
- Afterwards you can get a Duldung with which you are allowed to work (§60a)

#### At Aufenthaltsgestattung (in the asylum procedure):

- You are not allowed to work for the first 3 months
- After 3 months, you can apply for a permit at Ausländerbehörde

#### Note:

- Decide in favour of one employer
- Do not make several applications at the same time

### 2 How to obtain a work permit:

For a work permit you need:

- The form "[Erklärung zum Beschäftigungsverhältnis](#)"
- Fill out the form completely

- Your boss must sign it

For an apprenticeship (with Duldung or Aufenthaltsgestattung) you need:

- The training contract
- Registration for the vocational school
- Entry in the vocational training register

This is what you need to do:

1. send an e-mail with all the documents to Ausländerbehörde
2. tell Ausländerbehörde that you would like to do an apprenticeship
3. Ausländerbehörde will then suggest an appointment for you
4. bring all original documents to the appointment

Do you need help?

- Ask your boss for the documents
- Or: This [Welcome Center](#) will help you

### 3. how you can send the documents:

1. By e-mail (quickest way):

- At Aufenthaltsgestattung or Duldung: [@asylduldung@dahme-spreewald.de](mailto:@asylduldung@dahme-spreewald.de)
- At Aufenthaltstitel: [@aufenthalt@dahme-spreewald.de](mailto:@aufenthalt@dahme-spreewald.de)

2. by post or in person: Ausländerbehörde des Landkreises Dahme-Spreewald 📍 Schulweg 1b  
15711 Königs Wusterhausen

#### 💡 Please note:


- Write "DRINGEND" in the subject line of the e-mail
- Explain exactly why it is urgent, for example: "I have to start by [date], otherwise I won't get the job"
- Please send only 1 email - wait for the reply

### 4 What happens then?

- Ausländerbehörde will review your application together with the employment agency
- You have to wait
- You will receive a decision from Ausländerbehörde by post
- You can also ask for an additional notification by e-mail

### 5. ask for status:

- Wait 4 weeks until you enquire again
  - After that, you have two options if you have not yet received a reply:
1. By e-mail: Write to the relevant e-mail address (see above)
    - Please state:  
Your request  
Your name  
Your date of birth
- 💡 If you cannot write in German, use a [free translation service at](#) 🌐


2. By telephone: Call the  [hotline](#)  
If nobody answers the phone:  
- Write an e-mail  
- Wait for the answer

## Issuing and extending tolerated stay permits and residence permits

### Aufenthaltsgestattung

As long as your asylum procedure has not yet been completed, you have a Aufenthaltsgestattung.

Proceed as follows to extend it:

- Book an appointment on the [Foreigners' Registration Office website](#) 
- Click on "[Online-Terminvergabe](#)"
- Select "Erteilung/Verlängerung Aufenthaltsgestattung "
- Select the number of people:
  - "+1" = one person
  - "+2" = two people
  - and so on


### Duldung

- First Duldung: The immigration office will send you an appointment
- Extension: You will receive the next appointment at the same time
- Your next appointment is always on the last day of validity of your visa. Duldung

Have you missed your appointment?

You have three options:

1. come to the immigration office in the morning on the day your Duldung expires, come to the [immigration office](#) in the morning

- Ask security or reception about your appointment
- 2. write an e-mail to : [@asylduldung@dahme-spreewald.de](mailto:@asylduldung@dahme-spreewald.de)
- Ask for your appointment
- Or ask for a new appointment
- 3. call the hotline  
 [03375262119](tel:03375262119)

### Reachability of the hotline:

Montag 09:00 - 12:00 Uhr und 13:00 - 15:00 Uhr  
Dienstag 09:00 - 12:00 Uhr und 13:00 - 18:00 Uhr  
Donnerstag 08:00 - 12:00 Uhr und 13:00 - 16:00 Uhr  
Freitag 08:00 - 12:00 Uhr

### Photo as QR code for your residence permit

#### What's new?

Since 1 May 2025, photos for certain ID documents, including electronic residence permits, must be submitted in digital form with a QR code. Printed passport photos will no longer be accepted by authorities - not even as a printout or scan.

□ The Ausländerbehörde of the district of Dahme-Spreewald therefore only accepts photos with a QR code.

□ Official  [notice](#) from Ausländerbehörde:

It states:

"From now on, only QR codes for current biometric passport photos will be accepted for recording biometric data.

The QR codes for the biometric passport photos can already be sent as a scan with the online application."

△ Please note: This means that you can no longer bring a printed photo to your appointment, but the QR code of your biometric photo.

#### □ Why is this the case?

The German government has changed the legal requirements to improve the security and digital process for ID documents.

Following the reform:

- biometric photos are transmitted digitally and securely - tampering is to be prevented.
- Authorities can retrieve the photos via an encrypted server.
- A QR code serves as a key to download the photo digitally.
  - This makes the process faster and more secure for everyone involved.

Further information at Bundesministerium des Innern und für Heimat:

<https://www.bmi.bund.de/SharedDocs/kurzmeldungen/DE/2025/04/neue-passbilder.html>

#### □ Where can I have a QR photo taken?

There are several ways to get a biometric photo with a QR code in Königs Wusterhausen and the surrounding area:

##### □ Photo studios

[Fotostudio am Schloss](#)

[Fotoatelier an der Schleuse](#)

##### □ drugstore

[dm-drogerie markt](#)

Biometric photos with QR code (chargeable service in the store).

##### □ Photo booths

Fotofix

Vending machines offer the option of taking biometric photos yourself.

Examples in the region:

- Fotofix - [Kaufland, Wiesenstraße 7, Königs Wusterhausen](#)
- Fotofix - [A10 Center, Chausseestraße 1, Wildau](#)

□ **Tip:** Many professional photo studios and drugstores can create and transfer your photo so that it is accepted by the authorities. In larger cities, numerous photographers offer this new service.

□ Frequently asked **questions**

How can I submit the photo?

It is best to upload your QR photo in the online application. Alternatively, you can send it by e-mail to [Ausländerbehörde](#) or bring it with you to your appointment.

Do I need to have a special photo taken?

Yes - it must be a current biometric photo and meet the official requirements. Printed photos or mobile phone photos without a QR code will not be accepted.

How old can the QR photo be?

The photo should be up-to-date and meet the requirements of the authorities. As a rule: as fresh as possible.

## Apply for naturalisation

### First steps: This is how it works

Would you like to obtain German citizenship? First do the [Online Quick-Check](#). The free check will show you whether you can be naturalised. The test is non-binding.

### After the test:

Is your check positive? Then you can submit the [online application](#).

If you have any further questions, there are two options:

1. you can contact the authority

- by e-mail
- by telephone

2. you can contact the [Welcome Center](#) in person for advice and support. To do this, arrange a [Termin](#).

### Make an online application

How to submit the application online:

1. create an account with [Bund-ID](#)
2. you can log in with the



[Online-Ausweis](#) log in.

- You will need the code from your PIN-Brief.
- You will have received this with your residence permit.

3. or create an account via



[Benutzername und Passwort](#)

4. fill in the



[Vorabprüfung](#) fill in the form

5. log in to Bund-ID
6. complete the online application

### Required documents:

You will need these documents for naturalisation:

- Current passport photo
- Valid passport, residence permit and birth certificate
- Employment contract and the last 3 salary statements
- Proof of German language skills (B1 certificate or German school-leaving certificate)
- Naturalisation test or German school-leaving certificate
- Proof of income for the last 3 months

Other possible documents:

- Marriage certificate (if you are married)
- Divorce certificate (if you are divorced)
- Birth certificates of your children (if you have children)
- Tenancy agreement
- Proof of health insurance

Not sure exactly which documents you need?

- Read this [🌐 Informationsblatt Einbürgerung](#)
- Write an e-mail to the citizenship authority at [@einbuengerung@dahme-spreewald.de](mailto:@einbuengerung@dahme-spreewald.de)
- Or contact the [🌐 Welcome Center](#) for advice

### Notes on required documents

- Self-employed persons must submit other documents
- You can find the exact list in the information sheet
- You can apply for a pension insurance history [🌐 online](#) from the German Pension Insurance
- Negative certificates from Jobcenter and Sozialamt no longer need to be submitted with the application. They can be requested at a later date if necessary.
- You can obtain a negative certificate from the job centre during the [🌐 Sprechzeiten des Jobcenters](#) receive
- You can request a negative certificate from the social welfare office by e-mail to [@Sozialamt@dahme-spreewald.de](mailto:@Sozialamt@dahme-spreewald.de) . In the e-mail, state your name, address, date and place of birth. You will receive the document by post. You do not have to go to the office.
- You can apply for a negative certificate from the tax office in person during the [tax office's 🌐 office hours](#)

### After submitting the application

1. The authority will check your documents for completeness
2. If further documents are required, you will receive a list
3. Once the check has been completed, you will receive an appointment proposal by email
4. Bring all original documents with you to the appointment
5. You sign the application


6. You will be asked further questions about living in Germany


### **Important information**

- It takes about 1 year to process the application.
- Please be patient:
- Wait for an answer
- Do not ask several times
- This allows the authority to process all applications more quickly

### **Contact us**

Phone:

 [03375 26-2105](tel:03375262105)

 [03375 26-2190](tel:03375262190)

 [03375 26-3508](tel:03375263508)

[@einbuengerung@dahme-spreewald.de](mailto:@einbuengerung@dahme-spreewald.de)

## **Entering the country and residence status**

### **Declaration of commitment (invitation)**

### **Declaration of commitment for a short stay in Germany**

Would you like to **invite** a foreign visitor **to Germany for a short time?**

Even if you only want to visit family or friends for a short time, you need a visitor visa for Germany. For this visa, Drittstaatsangehörige usually have to prove that they have enough money for their stay in Germany. They need this to be able to support themselves. If someone cannot prove that they have enough money, a person living in Germany must vouch for the visitor. This can be a relative, an acquaintance or even a company. This person must be able to provide proof of sufficient funds. If the person cannot prove this, a letter of guarantee will not be issued. The guarantee is called a **letter of guarantee**. Visitors can present this to the embassy as proof when they apply for their visa. The letter of guarantee is not only valid for the duration of the visa, but for up to 5 years after entry. Even if the guest stays in Germany for longer or without authorisation, you can be held responsible for the costs for up to 5 years.

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### **What is a short-stay visa?**

With a short-stay visa, your guest can stay in Germany for up to 90 days within a 180-day period. It is valid for private visits, tourist trips and business trips. It is also known as a Schengen visa or tourist visa. You can find out more about short-stay visas on the website of the [Federal Foreign Office](#).

### **What costs will you incur?**

With the declaration, you undertake to cover all costs that the state may incur as a result of your guest's stay in Germany. These include

- the cost of living. These may include, for example, costs for food and drink, for accommodation, for clothing, for medical treatment and medication or for care costs.
- Costs that arise if the authorities are forced to send your guest back to their home country.

- If the original is lost, a copy cannot be issued. However, you can apply for a new declaration of commitment for a fee.

## Requirements

You can **only submit a formal obligation in person** and with a **pre-booked appointment**. Authorisation or representation is not possible. Please book a separate [appointment](#) for each required declaration of formal obligation.

If the declaration of sponsorship is to be issued for your guest's accompanying spouse and children, one appointment is sufficient. Please book a separate appointment for other members of your guest's family travelling with you.

You must be able to **cover all costs** that may arise during your guest's stay in Germany from your **own income or savings**. You must disclose all income, expenses, debts and obligations to Bonitätsprüfung. The amount of your income or bank balance will then be assessed and how many guests you would like to invite.

If you cannot prove this, it will be noted on the declaration of commitment.

You **live in Landkreis Dahme - Spreewald and are registered here**. A second residence at Landkreis Dahme - Spreewald is also sufficient.

If a company, association or other legal entity submits the declaration, the legal entity must have its registered office in Landkreis Dahme - Spreewald. As a rule, your guest must also **provide proof of (travel) health insurance** in order to obtain the visa. This is not part of the declaration of commitment, but is a requirement for the visa to be issued.

Are you not a German citizen, a citizen of another EU country or a citizen of Iceland, Liechtenstein or Norway? Then you need a **valid residence permit**. This can be a **residence permit or settlement permit**.

Your residence permit must be valid for longer than your guest wishes to stay in Germany. How long it must be valid afterwards depends on the individual case. A Aufenthaltsgestattung, Duldung or Fiktionsbescheinigung is not sufficient.

## Required documents

- The completed **declaration of commitment form**  
Please fill out the form as completely, correctly and legibly as possible.  
Accompanying spouses and unmarried minor children of your guest can be entered on the same form.  
Please complete a separate declaration of commitment for each of the other family members travelling with you.  
The information is voluntary. Incomplete information may result in the visa being refused.
- Please read the information in the [information sheet](#) carefully before your appointment with us.  
If you have any questions, we will be happy to answer them when you are with us.
- Please bring the following documents with you to your appointment:

Further documents may be required in individual cases.

**If possible, please bring the following documents with you:**

- Your identity card or passport with a registration certificate  
(A registration certificate is proof that you are registered at your place of residence).
- A copy of the passport of the person applying for the short-stay visa  
(A short-stay visa allows you to stay in Germany for a short period of time)
- Your employment contract and the last three salary slips  
(Also from your partner, if available)
- If you are self-employed or work freelance:
  - A business registration  
A simple overview of your income and expenditure from the last financial year  
(e.g. a business analysis or a tax assessment notice)
  - A certificate of your current income from your tax consultant  
(This certificate must be signed and stamped.)
- If you are self-employed:
  - Proof of your health insurance  
An indication of how much you pay for health insurance each month  
If you receive a pension:
    - The pension statement
  - If you receive unemployment benefit I:
    - The notification of how much you receive  
(Instead of: assessment notice)
- Your tenancy agreement  
Or, if you live in a condominium or your own house:
  - An extract from the land register
- Proof of your monthly loan instalments  
If available:
  - A notification of parental allowance
  - A notification of child benefit
- Proof of other loans  
(For example, for a car or other consumer credit)
- If you pay maintenance to someone:
  - Proof of maintenance payments
  - An indication of the amount of the payments
  - An indication of how many people live in your household
- If available:
  - Proof of savings or fixed-term deposit accounts with German banks  
(The foreigners authority will decide whether these will be taken into account.)

### **Important information on financial suitability:**

You can only submit a declaration of commitment if you are financially able to do so. As a rule, this requires a regular income that can cover your own needs, any maintenance obligations towards family members in and outside your own household and the needs of the invited guest.

### **No declaration of commitment can be submitted by anyone who:**

- is legally incompetent
- receives basic welfare benefits from the job centre or social welfare office
- is an asylum seeker
- is only a tolerated resident in Germany
- do not have a secure residence status in Germany for other reasons

### **Further important information:**

- Proof of authorisation to represent the company is required for juristischen Personen (e.g. extract from the commercial register).
- Bring your valid ID with you.
- If you do not have a regular income, you can also provide proof of savings.
- Only savings or fixed-term deposit accounts at German financial institutions can be considered.

### **Visitor visa (Schengen visa)**

#### **Visitor visa (Schengen-Visum)**

Holders of a valid Schengen-Visums can stay in the entire Schengen area for a period of 180 days up to 90 days. The visa label then states **valid for Schengen states** in the respective language of the issuing state.

 [Learn more](#) (English)

Please note that you must leave the country again within the period of validity of your visa. This requires you to leave the Schengen area.

A Schengen visa that has not been issued by the embassy for three months can be extended in Germany. However, the requirements for this must still be met.

It is not possible to change the purpose of the visa. The application must be justified; in particular

- force majeure,
- humanitarian, professional or serious personal reasons may be taken into

can be taken into account.

If you do not have your visa extended by the foreigners [authority](#) and only leave the country after your visa has expired, you are breaking the law. The foreigners authority will then check whether your stay must be terminated. Re-entry would only be possible if there is no ban on re-entry. There may also be criminal proceedings in court.

### **National visa (D visa)**

#### **Entry as part of a visa procedure**

If you are travelling to Germany on a long-stay visa, please note the following after your arrival:

Firstly, you must register in your chosen place of residence. German law stipulates a period of 14 days for this. In the district of Dahme - Spreewald, registration takes place at the relevant [residents' registration office](#). You can attend the registration in person. However, you can also authorise another person to do so. This person will then deliver the completed and signed form. In both cases, you may need an appointment. Once you have registered, you will receive a registration certificate.

You can now apply for a residence permit.

- The national visa (category D) has been issued to you for entry. It is not issued for the planned duration of your stay. You therefore need a residence permit.
- You must apply for the residence permit at the [Foreigners' Registration Office](#).
- It is important that you apply for the residence title while your visa is still valid.
- The residence permit is limited in time and can be extended.
- Depending on the reason for your entry, the residence permit also regulates
  - whether you are allowed to work or not,
  - what work you are authorised to accept and
  - whether time restrictions apply to employment in Germany.

Extension of the residence permit:

Please note that you should apply to extend your residence permit **six to eight weeks before it expires**.

Depending on the purpose of your stay, there may be other things to consider. You can also obtain this information from the [Immigration Office](#).

## Entry without a visa

### Citizens from third countries

#### Residence without a visa

Citizens from certain countries may enter the [Schengener territory](#) without a visa. Within 180 days, you may only stay in Germany and the Schengener area for 90 days. This must be taken into account if you plan to enter the country repeatedly or for longer stays.

 [List of countries with or without a visa requirement for Germany - Schengen area](#)

**Please note:** You must leave Germany and the Schengen states again after the maximum duration of your stay has expired.

If it is not possible to leave the country within the time limit, the immigration authorities must be informed.

In particular

- force majeure,
- humanitarian reasons,

- professional reasons or
- serious personal reasons may be taken into account.

Nationals from the following countries

- Australia,
- New Zealand,
- the United Kingdom of Great Britain
- Northern Ireland,
- Israel,
- Japan,
- Canada,
- the Republic of Korea and
- the United States of America

can enter Germany without a visa.

Will you be staying in Germany for longer than 3 months or would you like to work in Germany?

Then you must apply for a residence permit at the [Foreigners' Registration Office](#).

If your stay has ended without a visa and you have not applied for a residence permit, you are no longer permitted to stay in Germany. The foreigners authority can then terminate your stay. Re-entry is then only possible in a few cases.

## **Declaration of admission for people from Ukraine**

### **This information is for you if you**

- have fled from Ukraine
- would like to live at Landkreis Dahme-Spreewald

### **What is a declaration of admission?**

A Aufnahmeerklärung is an official document. It shows: The Landkreis Dahme-Spreewald accepts you. You need the document for the [Zentrale Ausländerbehörde](#). You will be registered there. A doctor will examine you. Then you will be assigned to a place in Germany. With the document, Zentrale Ausländerbehörde knows that there is already a district that will accept you.

**Important:** Apply for a Aufenthaltstitel in good time. You can find more information on the page "[Einreise ohne Visum](#)".

### **Reasons for admission**

The district can accept you for the following reasons:

- Family: Your family already lives in the district (mother, father, children)
- Work: You have found work or training in the district
- Accommodation: You have found accommodation in the district

## Counselling and support

Do you need help? Then you can go to the consultation hours at Sachgebiets Leistung und Unterbringung. You can find the consultation hours on the [website](#). Counselling takes place on site. There is usually a colleague on site who speaks Ukrainian or Russian. However, this cannot always be guaranteed.

## Where can I apply for a declaration of acceptance?

To apply for a declaration of admission, we recommend that you send an e-mail to the [Sachgebiet Leistung und Unterbringung](#) via the e-mail address [ami-leistung@dahme-spreewald.de](mailto:ami-leistung@dahme-spreewald.de) and attach all the necessary documents. Your request will be checked there and you will be contacted personally.

## Which documents do I need?

All persons need:

- [Erfassungsblatt Wohnraum](#)
- [Wohnungsgeberbestätigung](#)
- [Aufenthaltsanzeige Ukraine](#)
- Scan from Reisepass
- Scan from Meldebestätigung, see [Einwohnermeldeamt](#)

If you have family in the district:

- [Kurzangaben Familienverband](#)

If you are coming for work:

- Employment contract or job offer

If you are coming for housing:

- Tenancy agreement
- [Wohnungsgeberbescheinigung](#)


You can find the documents via the links above and on the website of the [Sachgebiets Leistung und Unterbringung](#).

## How does the process work?

**Step 1:** Fill in all the required documents.

**Step 2:** Send the document "Aufenthaltsanzeige eines ukrainischen Flüchtlings" to Ausländerbehörde.

- E-mail: [Aufenthalt@dahme-spreewald.de](mailto:Aufenthalt@dahme-spreewald.de)
- Explain your personal situation
- You can find this document on the website of the Sachgebiets Migration

 Note: The Aufenthaltsanzeige is independent of the application for a residence permit. Both documents are important.

### **Step 3:** Send documents for declaration of admission:

Send the completed documents as a scan to

- e-mail: [ami-leistung@dahme-spreewald.de](mailto:ami-leistung@dahme-spreewald.de)
- If you need assistance with sending the documents, you can go to the office hours of the [Asylverfahrensberatung](#) or make an appointment with the [Welcome Center](#) arrange an appointment.

 Tip:

Create 2 PDF files:

- PDF 1: Pass, Meldebestätigung, Mietvertrag und Kurzangabe Familienverband
- PDF 2: All other documents

This saves time during processing.

**Step 4:** Wait at least 2 weeks. The responsible persons will check your application. They will get in touch with you.

**Step 5:** Initial examination at the [Zentralen Ausländerbehörde](#). When you receive a declaration of acceptance:

- The district will inform you and the Zentrale Ausländerbehörde
- You will find out when you should go to Zentralen Ausländerbehörde at Eisenhüttenstadt  
There you will undergo an initial examination and registration

 **Important:**

- Go to montags, dienstags oder donnerstags for the initial examination. A doctor is only on site on these days.
- You do not need an appointment
- Plan for a waiting time
- Come in the morning from 09:00
- The medical examination is usually between 13:00 and 15:00

**Step 6:** Wait for official referral

After the examination and registration:

- You will receive an official referral (a document)
- The assignment will be sent by post to your registered address
- The Ausländerbehörde will be informed about the allocation

**Step 7:** Apply for a residence permit

With the allocation, Ausländerbehörde can process your application for a Aufenthaltstitel. All information on the application process, making an appointment and collecting the Aufenthaltstitels can be found at the following link [Link](#).

💡 Notes: You can also apply for a residence permit in advance. However, processing will only begin after the official allocation. The Aufenthaltsanzeige and the Aufnahmeerklärung are two different documents. Both are important for your stay.

### **Further steps: Financial support and registration with the job centre**

Once you have been assigned in writing, you can receive benefits in accordance with SGB XII (asylum seeker benefits). This secures your basic needs.

To do this, fill in the application form at [Asylbewerberleistungen](#) make an appointment or go to the consultation hours of the [Sachgebiets Leistung und Unterbringung](#). There is a person on site who can also speak Ukrainian.

Please also bring the following documents with you:

- Reisepass or Ukrainian ID card
- Meldebestätigung
- tenancy agreement
- Bank details and bank statements for the last 4 weeks
- etc.

If you later receive a residence permit in accordance with § 24 Residence Act or are looking for work:

- Your responsibility changes to the Jobcenter
- You will receive further financial support there
- The Jobcenter will advise you on work and integration
- To do this, submit an application online via [Jobcenter.digital](#)

### **Permanent residence**

#### **Settlement permit**

The settlement permit is a residence title that is valid indefinitely. With a settlement permit, you can live and work anywhere in Germany without restrictions.

Further information on the requirements can be found [here](#).

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### **EU permanent residence permit**

The EU permanent residence permit is an unlimited residence title and offers the same rights as the settlement permit. This permit also allows you to live and work anywhere in Germany without restrictions. If you have EU permanent residence, you can also live, work or study in the **countries of the European Union**. This does not include Ireland, Denmark and Great Britain.

You can find information on the requirements [here](#).

Whether a settlement permit or an EU permanent residence permit is better can be checked on a case-by-case basis. The [Immigration Office](#) will be happy to advise you.

### **Family reunification**

If someone already has a permit to live in Germany and is allowed to stay here, he or she can bring family members from abroad to Germany. However, there are rules and conditions that must be observed.

Basically, the following applies:

- both spouses must be at least 18 years old
- the marriage or registered civil partnership must be legally valid

It is advisable to seek advice from the [migration counselling](#) service or the [foreigners authority](#).

People who have a tolerated stay permit are not allowed to bring their family to join them.

Further information on family reunification for persons with protection status can be found on the website of the [Federal Foreign Office](#) in German, English and Arabic.

## Spousal residence - independent right of residence

### Spouse residence

You can obtain a national visa to enter Germany from the German diplomatic missions abroad.

If you live at Landkreis Dahme - Spreewald , you must register at the [residents' registration office](#) within 14 days. You will receive a registration certificate there.

For your further stay in Germany, you must apply for a residence permit at the [immigration office](#) after entering the country.

Do you have a valid residence permit and do not yet speak German? Then you can take part in an integration **course**.

You can obtain an application to take part in an integration course from the Foreigners' Registration Office.

Prerequisite: You are applying for a residence permit for the first time:

- taking up gainful employment
- for family reunification
- for humanitarian reasons

Do you have a residence permit for family reunification? This residence permit also entitles you to a **work permit**. You are authorised to work in Germany.

Have you been married for at least 3 years? Then your spouse will receive an **independent right of residence**.

There may be an exception for spouses and children affected by violence. In some cases, you may be granted your own right of residence earlier.

## Federal Office for Migration and Refugees

The Federal Office for Migration and Refugees (BAMF) is a federal authority. It is the centre of competence for migration and integration in Germany. The office is not only responsible for carrying out asylum procedures and protecting refugees. It is also the driving force behind the


nationwide promotion of integration.

The tasks of the BAMF in the asylum procedure include

- Examining the asylum application,
- conducting the interview and
- the decision on the asylum application.

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Federal Office for Migration and Refugees  
**Branch office Eisenhüttenstadt**

 [Poststr. 72, 15890 Eisenhüttenstadt](#)

 [091194329489](tel:091194329489)

 [@service@bamf.bund.de](mailto:service@bamf.bund.de)

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

### Central Aliens Authority State of Brandenburg

Would you like to live in Germany? Then you need something that allows you to stay here, this is called a "residence permit". This can be a visa or a residence permit, for example. If you come from an EU country, you will receive an EU Blue Card. You can also apply for a permanent residence or settlement permit. The office you need to go to for this is the Foreigners' Registration Office. You can find the address below.

#### What else you can do at the Foreigners' Registration Office:

- Issue and extend a residence permit
- Receive and extend a tolerated stay permit
- Apply for an employment permit
- Apply for and extend a residence permit
- Apply for a settlement permit
- Changing or cancelling residence requirements
- Assistance with immigration law problems

### Central Aliens Authority of the State of Brandenburg

 [Poststraße 72, 15890 Eisenhüttenstadt](#)

 [033644270](tel:033644270)

 [@Poststellezabh@zabh.brandenburg.de](mailto:Poststellezabh@zabh.brandenburg.de)

Do you need more information on this topic? You can find the page on the Internet here: [ZABH](#)

## Asylum procedure and tolerated stay

### Registration

## Registration

Have you just arrived in Germany and would like to apply for asylum? Then you must register immediately after your arrival:

- at the border authority or
- with the police or
- at the immigration office or
- at the reception centre for refugees or
- a branch office of the Federal Office for Migration and Refugees (BAMF)

Your personal data will be registered there. They will check whether you are

- are applying for asylum in Germany for the first time,
- have already applied for asylum in another European country,
- are registered with the Federal Criminal Police Office.

You will then receive proof of registration. Only at this point will your asylum procedure begin.

Would you like to apply for asylum at Landkreis Dahme-Spreewald? Then please contact the authority responsible for your district first.

Central Immigration Office

 [Poststraße 72, 15890 Eisenhüttenstadt](#)

 [033644270](tel:033644270)

 [Poststellezabh@zabh.brandenburg.de](mailto:Poststellezabh@zabh.brandenburg.de)

This is where you will first be admitted. Asylum seekers are legally obliged to live in an initial reception centre. In some cases, this may be necessary for up to 18 months.


The BAMF decides in which reception centre you will be accommodated. All asylum seekers are distributed evenly among the various federal states in Germany.

## Application for asylum

### Asylum application

Once you have been accepted and registered at the initial reception centre, you must apply for asylum. You must do this in person. You will be given an appointment at the Federal Office for Migration and Refugees.

 [Poststraße 72, 15890 Eisenhüttenstadt](#)

 [033644270](tel:033644270)

 [Poststellezabh@zabh.brandenburg.de](mailto:Poststellezabh@zabh.brandenburg.de)

An interpreter will also be available for this appointment.

Have you applied for asylum? Then you will receive a residence permit. This is proof of your asylum application. It also confirms your legal residence in Germany.

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## Residence obligation

With a residence permit, you may only stay in the city in which your reception centre is located. For Eisenhüttenstadt this is the city area of Eisenhüttenstadt.

If you have to leave the city for an important reason, you will need a permit from the Federal Office for Migration and Refugees.

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## Change of address

Do you want to move to another city during your asylum procedure? Then you must inform the Federal Office for Migration and Refugees of your new address **yourself**.

## Dublin procedure

### Dublin procedure

The Dublin procedure applies in the 28 EU member states as well as in Norway, Iceland, Liechtenstein and Switzerland. It determines which country is responsible for carrying out the asylum procedure. As a rule, it is the country in which you were first registered.

If Germany is not responsible for carrying out the asylum procedure, you will be sent back to the country responsible for you.

If you do not agree with this decision, you should seek legal advice. In some cases, it may be advisable to appeal to the administrative court.

You can find more information about the Dublin Agreement at  [German](#) and  [English](#).

## Consultation

### Personal interview

The interview is an important appointment in the asylum procedure. You will receive an invitation to attend. An interpreter will be present.

You must attend this appointment. If you are unable to attend, you must let us know in good time. Then you must also explain why you cannot come. Otherwise your asylum application may be rejected. Or the procedure will be terminated.

You can explain the following questions at the personal interview:

- Why did you have to flee your country?
- What is your living situation?
- How did you come to Germany?
- Why were you persecuted in your country of origin?

Do you have proof of these statements? Then please bring this with you to the appointment.

You can bring a companion with you to this appointment:

- a lawyer
- a representative of the United Nations High Commissioner for Refugees (UNHCR)
- another person of trust who is not involved in an asylum procedure themselves

In the case of unaccompanied minors, the guardian may attend the interview.

Their statements will be translated and recorded. They will then be translated again in your language. This gives you the opportunity to make additions and corrections. Finally, the minutes will be presented to you with the recordings. If everything is presented correctly, you confirm this with your signature.

Advice from the Federal Office for Migration and Refugees on preparing for the personal interview in the asylum procedure will be available soon.

 [Collection of materials for the personal interview](#)

## Decision of the BAMF

### Decision on the asylum application

After the personal interview, the Federal Office for Migration and Refugees examines all statements, information and evidence. It then examines whether one of the four [forms of protection](#) exists on the basis of the Asylum Act:

- entitlement to asylum
- refugee protection
- subsidiary protection
- prohibition of deportation

The asylum application will only be rejected if none of these forms of protection can be recognised.

The decision is justified in writing and sent as a notification to :

- the person who submitted the application or
- the person who represented you in this procedure. This may be the lawyer, for example.
- the responsible immigration authority.

### The decision is negative

If your asylum application is rejected, you will receive a negative decision. The decision will ask you to leave Germany by a certain date. If you fail to do so, you may be forcibly deported.

There are 2 types of rejection:

- A simple refusal. In this case, you must leave Germany within 30 days.
- Your asylum application is manifestly unfounded. In this case, you must leave Germany again within one week.

## Appeal

If you do not agree with the negative decision, you can appeal against the decision in both cases. You should do this very quickly after receiving the decision. You should therefore contact the social workers at your accommodation centre straight away. You will receive support from them. You should always seek advice and representation from a lawyer specialising in asylum and residence law if you wish to take legal action. You will be informed of all deadlines and legal options in the written decision. This information is known as the information on legal remedies.

## Voluntary departure

If you decide to leave the country voluntarily, you can receive financial support for a new start in your country of origin. The foreigners authority will advise you on this.

### [Foreigners' Registration Office](#)

You should inform the foreigners authority as soon as possible that you wish to leave the country voluntarily.

## The decision is favourable

You have been recognised as entitled to protection in Germany. You should do the following next:

- Immediately after the positive BAMF decision has been delivered, you must obtain an identity document (Fiktionsbescheinigung or electronic residence permit (eAT)). You can obtain this from the [immigration office](#).
- You are now authorised to work in Germany without restriction.
- If you do not have a job and are dependent on support, you will no longer receive your money from the social welfare office, but must submit an application to the [job centre](#).

## Forms of protection in the asylum procedure

By applying for asylum, you are applying for protection in Germany. There are various forms of this protection. They are regulated by law. In an asylum procedure, it is checked whether you can be granted a form of protection.

You can find a brief overview of the different forms of protection here. You can find further information in various languages via the links.

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## Entitlement to asylum

If a person is persecuted in their country of origin, they are entitled to asylum in Germany. People are recognised as eligible for asylum if

- their ethnicity
- their nationality
- their political conviction
- their religion
- their membership of a particular social group or

- their sexual orientation

would be subject to persecution if they were to return to their home country.

 [Learn more](#)

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## Refugee protection

If people are affected by state or other persecution, they are considered refugees outside their country of origin.

The reasons for their persecution may be

- their ethnicity,
- their religion
- their nationality
- their political convictions,
- membership of a particular social group or
- because of their sexual orientation

§ 3 Abs. Asylgesetz (AsylG)

 [Find out more](#)

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## Subsidiary protection

People who are at risk of serious harm in their country of origin and who cannot claim the protection of their country of origin have the right to subsidiary protection. The threat against them can come from both the state and other sources. These include

- the death penalty
- torture
- inhuman or degrading treatment or punishment
- a serious individual threat to life
- a threat to the integrity of a person as a result of violence in an international or internal armed conflict

§ 4 Abs. 1 AsylG

 [Learn more](#)

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## National ban on deportation

A person seeking protection may not be deported to their country of origin if

- the return to the country of origin would constitute a violation of the European Convention on Human Rights or

- there is a considerable concrete danger to life, limb or freedom in the country of destination. § 60 Abs. 5 AufenthG, § 60 Abs. 7 AufenthG

 [Learn more](#)

## Appeal procedure

### Appeal procedure

If you do not agree with the negative decision about your asylum application by the BAMF, you can appeal against this decision. You are the "plaintiff", the BAMF is the "defendant". During an appeal, the Verwaltungsgericht (administrative court) checks the decision of the BAMF. If the court comes to a different decision, it compels the BAMF to offer you protection. You will then receive a residence permit. If it confirms the rejection notice, this means that the appeal has been turned down. You are then obliged to leave the country.

You can also take legal action against a favourable decision, for example if you do not agree with the form of protection granted. One exception is the granting of refugee status.

In any case, it is recommended that you seek advice and representation from a lawyer specialising in asylum and residence law.

### Opportunity residence § 104c AufenthG

Have you been in Germany for some time and only have a tolerated stay permit? Then there is a new option for you with the right of residence opportunity. Under certain conditions, you can obtain a residence permit for 18 months.

Please note! Special rules apply during these 18 months. During this time, you must fulfil the necessary requirements for a right of residence with good integration (§ 25 b AufenthG) or for well-integrated young people and young adults (§ 25 a AufenthG)

### Requirements for the right of residence with opportunities

- On 31 October 2022, you must have been in Germany for at least 5 years **without interruption**. You must have been tolerated or authorised. Or you must have had a residence permit. You must therefore have been in Germany since 31 October 2017. **Without interruption** means that you must not have travelled out of Germany during this time.
- You must not have a criminal record.
- You must not have repeatedly and deliberately provided false information about your identity or nationality in order to prevent your deportation.
- You must be committed to democracy in Germany. You can find more information on this here: [Commitment to the free democratic basic order](#)

You must apply for this opportunity to stay at your foreigners authority. They will also provide you with further information. You must submit the application by the end of 2025 at the latest. You can use the general form for applying for a residence permit.

The residence permit cannot be extended. If you are unable to fulfil the requirements for a residence permit after 18 months in accordance with §§ 25 a / 25 b AufenthG , you will again

receive a tolerated stay. The requirements for a tolerated stay will then be re-examined.

What happens to the right of residence after the 18 months? You can find more information here:

[Residence permit for well-integrated adolescents and young adults \(§25 a\)](#)

[Residence permit for sustainable integration](#) (§25 b)

## **Granting residence to well-integrated adolescents and young adults (§25a)**

### **A residence permit according to § 25 a is possible under these conditions:**

- You have been authorised, tolerated or granted permission to stay in Germany for 3 years without interruption
- Short-term interruptions of up to 3 months are possible
- You have successfully attended school for 3 years or obtained a recognised qualification.
- At the time of application, you are at least 14 years old and at most 26 years old.
- You have fulfilled your passport obligation **and** your identity has been clarified.
- There is a positive expectation that you will integrate permanently and fully in Germany. This is the case, for example, if  
You have successfully obtained a school-leaving or training qualification. Good language skills are also important here.
- You have no criminal record.
- You have not unjustly claimed social benefits.
- You do not come from a safe country of origin.
- There is no evidence of any connection to terrorist organisations.

The residence permit is initially issued for 3 years and can be extended. Afterwards, you can apply for a settlement permit or permanent residence in the EU.

If all requirements for naturalisation are met, this can be applied for directly from the residence permit.

## **Residence permit for sustainable integration (§25b)**

### **The following requirements must be met:**

- You have had a residence permit for 6 years. Tolerated stay or authorisation also count.
- This period is reduced to 4 years for a family with a minor child. This also applies if you have been in possession of a tolerated work permit for 30 months. Or if you have had a residence permit for 30 months.
- As a rule, you must be able to support yourself for the most part.
- You must have sufficient oral knowledge of German at language level A2. Or you can prove that you have successfully attended school for 4 years. Or you have a vocational

qualification or a degree.

- You have passed the **Leben in Deutschland** exam.
- You have fulfilled the passport requirement **and** your identity has been established.
- Positive integration, for example by successfully completing school or training.
- No criminal record
- There is no abuse of benefits, no measures to terminate residence, no safe country of origin, no connection to terrorist organisations.
- Proof of school attendance is required for school-age children.

## What happens afterwards

The residence permit is issued and extended for a maximum of 2 years. It can be extended. After that, you can apply for a settlement permit or EU permanent residence. If all requirements for naturalisation are met, this can be applied for directly from the residence permit.

## Residence requirement and redistribution

### Residence requirement

A residence requirement means that you have to live in a certain place or in a certain flat. This also applies to shared accommodation. You are not allowed to simply move. You have to submit an application.

### To whom and for how long does the residence requirement apply?

- § 12 a AufenthG For persons entitled to asylum and refugees under § 3 Absatz 1 des Asylgesetzes. Es gilt auch für Persons entitled to subsidiary protection within the meaning of § 4 Absatz 1 of the Asylum Act or persons with a ban on deportation
- § 60 (1 d) applies to tolerated persons
- § 60 (1) AsylG applies to asylum seekers
- § 24 AufenthG

### The following persons are subject to a residence requirement:

- Asylum seekers
- Persons with a residence permit
- Persons with refugee status, subsidiary protection status or a ban on deportation. This applies if the immigration authority has imposed a residence requirement when issuing the residence permit.
- Persons with tolerated status who are unable to support themselves independently
- War displaced persons from Ukraine

### Is it possible to move for a job?

For the persons named in § 12 a AufenthG and § 24 AufenthG, the residence requirement will be cancelled if they move to another location

- start vocational training or a course of study
- can take up employment subject to social insurance contributions and
- the expected permanent job is at an unreasonable distance from the previous place of residence

The cancellation of the residence requirement is possible for both temporary and permanent employment.

**Please note the following:**

- the employment must be expected to last longer than 3 months
- the weekly working hours must be at least 15 hours
- the net income must be above the SGB II rate for standard needs, accommodation and heating

**Application to change the residence requirement for tolerated persons**

**Cancellation of the residence requirement for asylum seekers and refugees:**

You must submit the application to cancel or change the residence requirement to the immigration authority where you have a residence requirement or obligation to reside. The same applies to a redistribution.

The foreigners authority at your new place of residence must give its consent.

**You will need the following documents for the application:**

- the completed [Antrag](#)
- a copy of the employment contract or training contract. A written confirmation of employment from the employer is also sufficient. The probationary period must be over.
- copies of the last three wage or salary statements
- a certificate from the local authority that there are no rent arrears or outstanding debts. This only applies to flats that are let by the local authority.
- the tenancy agreement for the flat with ancillary costs or a certificate from the landlord confirming the total costs of the new flat

**Important: Do not sign the tenancy agreement until the foreigners authority at the new place of residence has approved the move.**

**Residence obligation**

**Residence obligation**

**Who does it apply to ?**

Have you applied for asylum? Then you may only stay in the city or district in which your reception centre is located. This spatial restriction is also known as the residence obligation.

**How long** does it apply?

Are you staying in Germany for longer than **3 months** on a permitted, tolerated or authorised basis? Then the residence obligation ends.

Persons from a [safe country of origin](#) or with little prospect of remaining in Germany may be subject to a residence obligation until the decision on the asylum application has been made.

If the asylum application is rejected as manifestly unfounded, the residence obligation applies until the person leaves Germany.

---

## Exceptions to the residence obligation

This restriction does not apply to appointments with authorities and courts.

For other occasions, you must obtain **prior** authorisation from the [foreigners authority](#).

If you leave the district **without permission**, you may be fined. If you repeat the offence, you may face a prison sentence of up to one year.

## Clarification of identity

### Entering Germany without a passport

In Germany, all foreigners are **required to** have a passport.

If you do not have a passport, you are obliged to obtain one. Your co-operation in obtaining a passport is important. It can be taken into account by the immigration authority when it comes to decisions on immigration law.

The foreigners authority must know

- who you are,
- what your name is,
- when you were born and,
- which country you come from.

This is called identity. You need **proof** of this. The best proof is your passport from your home country. If you do not have a passport, you can present other documents such as your ID card, citizenship certificate, birth certificate or driving licence as proof.

### Obligation to co-operate

You are obliged to

- to provide the necessary information verbally and, if requested, in writing,
- present, hand over and surrender your passport or passport replacement to the authorities,

- present, hand over and surrender all necessary documents to the authorities. For example, visas issued by other countries, residence permits, flight tickets, driving licences, birth certificates, military service passports, marriage certificates and references.

### **Important information:**

- Hand over all documents relating to your identity to the Foreigners' Registration Office or the Federal Office for Migration and Refugees. Ask the authority to make a copy of your documents and confirm in writing that you have handed them in.
- Contact your parents or siblings in your home country. Ask them to provide you with the missing documents. You can also instruct a lawyer or another person in your home country to obtain documents.
- Write down everything you have done to clarify your identity. Keep all supporting documents.
- If your asylum procedure has not yet been finalised, you may not be required to appear at your embassy.

### **Passport requirement in the asylum procedure**

The immigration authority cannot require you to obtain a passport if your asylum procedure has not yet been completed. However, a passport obligation still applies. It can be fulfilled by holding a substitute identity document (§ 3 AufenthG).

### **Embassies and consulates**

Do you need to go to an embassy or consulate to clarify personal matters?

An **embassy** is the **diplomatic representation** of a country abroad. A **consulate** organises the **state administration** of a country abroad.

### **You can go to a consulate or embassy to**

- have your passport issued or renewed
- report a birth, death, marriage or divorce to your home country
- apply for help with financial and other emergencies
- obtain a visa to enter another country
- find out about the conditions for travelling to another country
- find out about the conditions of residence in another country
- find out about working conditions in another country

If you would like to contact an embassy or consulate, you can find various consulates in Berlin under this [link](#).

### **Departure and return counselling**

Have you decided to return to your country of origin? Then you have the opportunity to receive support for your return journey. You will receive help with the costs and the organisation of the trip. **Let us advise you on all the options. Only then should you make your decision!**

Make an appointment at [Return and Perspective Advice Centre](#). They will provide you with all the information and contacts you need. The counselling session is personal, free of charge and without obligation. It does not oblige you to leave Deutschland and has no influence on your asylum procedure. The **Immigration Office** of the district of Dahme-Spreewald provides return counselling as part of the granting or extension of tolerated stay permits. You cannot book an appointment yourself. If you have any questions about your asylum procedure, please contact the [Asylverfahrensberatung](#) or make an appointment with the [Welcome Center](#).

General information on voluntary return can be found [here](#).  
Further information on return counselling can be found [here](#).

## Visa, residence permit and settlement permit

### Entry and visa

#### Visa

As a citizen of a **member state of the European Union**, you enjoy freedom of movement. You can enter and stay in Germany at any time.

For a **stay of up to three months**, you need a **valid identity card or passport**. You do not need to fulfil any other requirements. **A visa is not necessary**.

If you wish to travel to Germany **from a third country**, you will generally need a visa to **enter** the country. You can apply for this at a local German mission abroad. This can be an embassy or a consulate general.

#### Residence permit

A residence permit can be issued for various reasons.  
It is granted

- for humanitarian reasons,
- for family reasons or
- after a positive asylum decision.

It is **limited in time** and always **linked to a specific purpose**.

The residence permit is the basis for residence in Germany. It gives you the opportunity to obtain a permanent settlement permit at a later date.

The residence permit also states whether you are allowed to work.

#### Permanent residence-EU

#### Permit for permanent residence in the EU

The permit for permanent residence in the EU is an unlimited residence permit. It is comparable to a settlement permit. With this document, you can move to almost any EU country under simplified conditions. You can also obtain a right of residence.

You will receive authorisation for permanent residence in the EU if:

- You have lived legally in Germany for at least 5 years,
- your livelihood and that of your family is secure,
- you have a good command of the German language,
- you are familiar with the basic rules and structures of the legal system and society in Germany,
- you have sufficient living space for yourself and your family,
- you have paid pension insurance contributions through your work for at least 60 months.

You cannot get this permanent permit if you have a certain type of residence permit. This is the case, for example, if you are here for humanitarian reasons. This is also not possible with a residence permit for training purposes.

## Settlement permit

### Settlement permit

With a settlement permit, you can take up employment or become self-employed. In order to obtain it, various requirements must be met.

- Persons from third countries must have resided in Germany without interruption for 5 years with a residence permit
- you must be able to support yourself
- Pension insurance contributions must have been paid for 60 months
- language skills must be at level B1
- you have knowledge of the legal and social system in Germany
- Sufficient living space is available

There is a **special regulation** for **persons entitled to asylum** and **refugees**.

After **3 years**, the settlement permit is issued under the following conditions:

- language skills are at level C1
- you are able to support yourself
- the asylum decision has not been revoked or withdrawn
- basic knowledge of the legal and social order in Germany is available
- Sufficient living space is available

After **5 years**, the settlement permit will be issued under the following conditions

- the German language is spoken at level A2
- you are able to support yourself

- the asylum decision has not been revoked or withdrawn
- basic knowledge of the legal and social order in Germany is available
- Sufficient living space is available

## EU and EEA citizens

EU citizens have the right to live in the countries of the European Union without special authorisation. This right is known as **freedom of movement**. This means that they can enter Germany without a residence permit or visa. They can live and work here.

This freedom of movement applies to citizens and their families:

- from the **EU**
- from the **European Economic Area (EEA)** and
- from **Switzerland**.

This applies to nationals from the following countries:

- Belgium
- Bulgaria
- Denmark, Estonia
- Estonia
- Finland
- Finland France
- Greece
- Ireland
- Iceland
- Italy
- Croatia
- Latvia,
- Lichtenstein
- Lithuania
- Luxembourg
- Malta
- Netherlands
- Norway
- Austria
- Poland
- Portugal
- Romania
- Sweden
- Switzerland
- Slovakia
- Slovenia

- Spain
- Czech Republic
- Hungary
- Cyprus

Who has the right to freedom of movement?

- Employees, self-employed persons, trainees and students
- Jobseekers for a period of up to 6 months
- Persons not in gainful employment with health insurance and a secure means of subsistence
- EU citizens or their family with the right of permanent residence
- Members of their family accompanying the EU citizen. Or who are joining them

Have you just moved to Germany? You have to register in Germany for the first two weeks. This is done at the [registration office](#) of the city or municipality. You will need your passport or identity card for this. Have you rented a flat or house? Then you need a landlord's certificate or a landlord's confirmation of residence. You can get this from your landlord.

You do not need a work permit to work. However, self-employed persons must register with the trade office.

After 5 years, you can apply for a permanent residence permit for Germany. Information on this can be obtained from the [Foreigners' Registration Office](#).

Your family members also enjoy freedom of movement. Are these family members from a third country? Then they will need a visa and a residence card to enter the country. You can obtain these from the [immigration office](#). After 5 years, you can apply for a permanent residence card. To do this, you must provide a marriage certificate and birth certificate to prove that you are a family. The documents must be translated into German and notarised by a sworn interpreter.

You can find important information on residence in several languages at

 [www.eu-gleichbehandlungsstelle.de](http://www.eu-gleichbehandlungsstelle.de)

(A guide to the authorities tells you where you can do what. It is available in many European languages).

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

 [www.bmi.bund.de](http://www.bmi.bund.de)

 [www.make-it-in-germany.com](http://www.make-it-in-germany.com)

## Immigration of skilled labour in Brandenburg

The district's immigration office can help you with questions about visas and residence.

Are you a skilled worker with a job offer in Germany? Do you need a visa to enter the country?

The procedure for obtaining a visa can take a long time. An **accelerated skilled labour procedure** can shorten the time.

What do you need to do?

You give your employer a power of attorney. Your employer then initiates the procedure at the immigration authority.

All requirements must be met. Only then can the authority give its approval in advance. You can then apply for a visa. Please note: The visa must also be applied for at the responsible German embassy abroad.

The foreigners authority is responsible for the **accelerated skilled labour procedure** in the district Dahme - Spreewald.

You can find more information [on this website](#). Here you will also find the contact person and contact details.

### The tasks include

- Participation in the D visa procedure
- General free counselling on the immigration of skilled workers
- Implementation of the accelerated skilled labour procedure. Fees are charged for this.

Would you like to have your professional and academic qualifications from abroad recognised? Then please contact the [IQ Network](#) counselling service.

## Counselling centres

Do you have questions on a specific topic?

In our district, there are many different **counselling services** on a wide **range of topics**.


You can turn to these advice centres with any questions and concerns on a particular topic.

The counselling services are generally free of charge.

You can find an overview of the most important counselling centres in the district here.

### Welcome Centre

This **Welcome Center** is the central advice centre for all immigrants. This counselling service is designed to ensure the long-term and sustainable integration of these people. The aim of the counselling is to help people with education, training and work. The aim is to enable them to lead an independent and self-determined life.

For personal counselling, please book an [appointment at](#) . In urgent cases, please call us or send us an e-mail. Further information on booking appointments can be found in our information sheets on booking appointments.

[Merkblatt Terminbuchung des Welcome Centers deutsch.pdf](#)

[Merkblatt Terminbuchung des Welcome Centers englisch.pdf](#)

Are you an employer in the district who employs foreign workers? Then the Welcome Centre is also your point of contact. All essential information on local integration is bundled here.


All open questions are clarified in direct dialogue. These concern life in the district.

Counselling is free of charge and covers the following topics

- work
- life
- family
- school

- Living
- Leisure time
- Education
- health
- Everyday life


### Opening hours in Königs Wusterhausen:

 Monday 10:00 - 12:00 and 13:00 - 15:00  
Tuesday 09:00 - 12:00 and 13:00 - 18:00  
Wednesday closed  
Thursday 08:00 - 12:00 and 13:00 - 16:00  
Friday 09:00 - 12:00

### Opening hours in Lübben:


Monday closed  
Tuesday 09:00 - 12:00 and 13:00 - 18:00  
Wednesday closed  
Thursday 08:00 - 12:00 and 13:00 - 16:00  
Friday closed

### Welcome Center LDS - Königs Wusterhausen


 [Brückenstr. 41, 15711 Königs Wusterhausen](#)


 [Directions to the Welcome Centre Königs Wusterhausen.pdf](#)


 Herr Nieweler

 [03375262035](tel:03375262035)  
Room 218


 Frau Mohamed

 [03375262036](tel:03375262036)  
Room 220

 Frau Lieske

 [03375262038](tel:03375262038)  
Room 222

### Welcome Center LDS - Lübben

 [Beethovenweg 14, 15907 Lübben](#)

The location is currently closed.

 [welcome@dahme-spreewald.de](mailto:welcome@dahme-spreewald.de)

 [WelcomeCenter](#)

### Asylum procedure counselling

## Specialist migration service in the district Dahme - Spreewald


Do you need counselling and support? The team at Diakonie Elbe - Elster e.V. in the district of Dahme - Spreewald is there for you!

We provide counselling on these issues:

- Asylum procedure counselling (also for minors)
- Asylum and residence law
- Dublin procedure ("secondary migration")
- Brandenburg Hardship Commission (contact and support)
- Family reunification and reunification
- Identification/support of persons in need of protection
- Search for lawyers, mediation for legal problems
- Return counselling
- Counselling for health, psychological and personal problems
- Referral advice to specialised counselling and support services

### Office Lübben

 [Frankfurter Straße 3, 15907 Lübben](#)

 Mrs Denise Lutosch

 [035462349548](tel:035462349548)

 Consultation hours:

Mo 09.00 - 12.00 Uhr und 13.00 - 16.00 Uhr

Do 09.00 - 12.00 Uhr und 13.00 - 17.00 Uhr

and by appointment

### Office Luckau

 [Am Mühlberg 53, 15926 Luckau](#)


 Mrs Denise Lutosch


 Office hours:

Di 09.00 - 12.00 und 13.00 - 16.00


and by appointment


### Office Königs Wusterhausen

 [Fontaneplatz 10, 15711 Königs Wusterhausen](#)

 Mrs Susanne Ayuk

 Mrs Henryka Oleskiewicz

 [033752807512](tel:033752807512)

 [033752807513](tel:033752807513)

 Office hours:

Di. 09.00 - 12.00 und 13.00 - 17.00 Uhr

Mi. 09.00 - 12.00 und 13.00 - 16.00 Uhr

and by appointment

**Further contact options:**

👤 Susanne Ayuk ☎ [015773630529](tel:015773630529) @ [s.ayuk.dwee@gmail.com](mailto:s.ayuk.dwee@gmail.com)

👤 Henryka Oleskiewicz ☎ [01635484362](tel:01635484362) @ [h.oleskiewicz.dwee@gmail.com](mailto:h.oleskiewicz.dwee@gmail.com)

👤 Denise Lutosch ☎ [0163 5484363](tel:01635484363) @ [d.lutosch.dwee@gmail.com](mailto:d.lutosch.dwee@gmail.com)

**Migration counselling**

**Migration counselling for adult immigrants (28+) with secure residence status**

Have you recently arrived in Germany with your family and need support with your first steps? Then you've come to the right place! We will help you to start your new life in the district of Dahme-Spreewald! We will find a language course for you, help you find a job and support you with your integration!

With us you get support with

- the search for language courses
- questions about school and training in Germany
- Recognising school and professional qualifications from your home country
- job search and employment
- Questions about marriage, family and parenting
- Explanation of applications and help with contacts with authorities
- Questions about income, debts and opening a bank account
- Questions about health
- Questions about leisure activities and social participation
- Questions about family reunification or residence permits

We will be happy to assist you with your integration process here in Germany!

**Migration counselling at Diakonie and the Caritas**

**Lübben**

Frau Zimina

📍 [Geschwister-Scholl-Str. 12, 15907 Lübben](#)

☎ [03546181009](tel:03546181009)

@ [natalya.zimina@caritas-goerlitz.de](mailto:natalya.zimina@caritas-goerlitz.de)

**Königs Wusterhausen**

Frau Blume

📍 [Maxim-Gorki-Str. 6/7, 15711 Königs Wusterhausen](#)

☎ [033752108123](tel:033752108123)

@ [b.blume@migration-luebben.de](mailto:b.blume@migration-luebben.de)

## Free online counselling in various languages:

 <https://www.mbeon.de/home/> [or](#) <https://www.caritas.de/hilfeundberatung/onlineberatung>

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## Migration social counselling in the area of Lübben and Massow

Do you live in **Lübben and the surrounding area** and have a residence permit?  
Do you receive benefits from Jobcenter and need counselling and support?

The team **at Diakonie Elbe - Elster e.V. in Lübben** is there for you!

We offer counselling on the following topics in the shared accommodation centres in Lübben and Massow and also at your home:

- Filling out applications for authorities
- Support with applying for Bürgergeld, Kindergeld, Elterngeld
- Contacts with health insurance companies, doctors, etc.
- Support in the search for accommodation
- Questions about educational programmes
- Contacts to associations, organisations and general social services
- Mediation for help with job applications

Diakonie Elbe-Elster e.V.

Gemeinschaftsunterkunft Lübben

 [Friedrich-Ludwig-Jahn-Str. 24, 15907 Lübben](#)

Mr Benjamin Soltmann

 [@b.soltmann.dwee@gmail.com](mailto:b.soltmann.dwee@gmail.com)

 [015904694585](tel:015904694585)

 [035461749301](tel:035461749301)

Consultations are only possible by appointment.

## Youth migration service

The **Youth Migration Service (JMD)** supports young immigrants aged between 12 and 27 as they take their first steps in the district of Dahme - Spreewald. They can contact these centres with any questions they may have about integration. Among other things, they receive guidance, information and support on the following topics

- Searching for language courses
- Questions about school and training in Germany
- Recognition of school and professional qualifications from the home country
- Job search and employment
- Marriage, family, parenting
- Help with filling out applications and contacting authorities
- Financial questions about income, debts and bank accounts
- Health issues
- Recreation, leisure, sport, social contacts

- Group programmes

#### Contact:

#### Diakonie youth migration service

##### Lübben

Mrs Kaselow (JMD)

☎ [03546187639](tel:03546187639)

@ [b.kaselow@migration-luebben.de](mailto:b.kaselow@migration-luebben.de)

#### Königs Wusterhausen

Mrs Krüger (JMD)

☎ [01794309150](tel:01794309150)

@ [k.krueger@migration-luebben.de](mailto:k.krueger@migration-luebben.de)

You can also get advice from the JMD online at the ["Counselling portal for your life in Germany"](#).

#### Signal box 8

#### Counselling in the Stellwerk 8

Do you have a problem and need support?

Don't know where to turn?

At Stellwerk 8 at the train station in Königs Wusterhausen you will find a social counselling centre for many topics.

The staff will help you with many questions and problems.

#### Social counselling centre Stellwerk 8

📍 [Bahnhofsvorplatz 8, 15711 Königs Wusterhausen](#)

☎ [033752868870](tel:033752868870)

@ [s8@dstds.de](mailto:s8@dstds.de)

Monday, Wednesday and Friday from 09.00 to 16.00

Tuesday and Thursday from 09.00 to 18.00

Together with other **counselling centres**, we also offer **various specialist counselling sessions**.

All information can be found on the website:



<https://www.dahmelandssozialdienste.de/content/stellwerk-8/fachberatungen/>

#### Outpatient social counselling

The outpatient social counselling service provides advice and support for people with a residence permit.

We provide support on the following topics

- looking for a job
- learning the language

- finding a training place
- gaining a qualification
- contacts with authorities
- filling in forms
- find a doctor
- find the right school
- find a place in a kindergarten
- looking for a flat

We offer free and confidential counselling.

You can reach us at

☎ 0 3375246 8136

@asa@dahmelandssozialdienste.de

## Lübben signal box

### Counselling in the Stellwerk Lübben

From now on you will also find a counselling service at Lübben directly at the train station!  
The advice centre is currently still under construction. The opening hours will be extended later.

The following counselling services are offered here:

- Help with filling out applications and forms
- Contacting authorities and specialist counselling centres
- Explanation in simple language of letters and correspondence
- Support in the search for doctors
- Counselling in financial emergencies
- Help with personal crises
- Information on social benefits

📅 Monday to Thursday from 10 a.m. to 4 p.m., Friday from 9 a.m. to 3 p.m.

📍 [Lübben Signal Box](#)

Bahnhofstraße 2

15709 Lübben (Spreewald)

☎ +49 35461769086

@slb@dahmelandssozialdienste.de

### LDS integrated - School . Education . Work


You don't yet know what to do **after leaving school**?

Would you like to start an **apprenticeship**? Or are you looking for **work**? Then the staff at **LDS integriert** will be happy to advise you!

## LDS integriert - School . Training . work


Placement of

- work placement
- training
- work
- Tutoring and
- support

 [AWO, Kirchplatz 15, 15711 Königs Wusterhausen](#)

 Make an appointment after contacting us at WhatsApp

 Swantje Rosenboom

 [0176 31117269](tel:017631117269)

 [@swantje.rosenboom@lds-integriert.de](mailto:swantje.rosenboom@lds-integriert.de)

## IQ Network Brandenburg - Counselling and support for work

### What is the IQ-Netzwerk?

The IQ-Netzwerk Brandenburg helps people from abroad to work in Germany.

They get help with

- Recognition of qualifications
- Finding work
- Courses and further training

Companies also receive help.

For example, if they want to hire skilled workers from abroad.

Counselling is free of charge.

### Who is the service for?

- People with a foreign qualification
- Skilled workers from abroad
- People who would like to work in Germany
- Companies wishing to recruit international skilled workers

### How does the programme work?

The IQ-Netzwerk has many offers. The offers are different.

You get help.

You can ask questions.

You will be forwarded to the right offer.

The services are available throughout Brandenburg.  
Many services are also available online.

## Overview of the programmes

You can find an overview of the projects here [🌐 Organigramm IQ Netzwerk.pdf](#)

Further information can be found on the [🌐 website](#) of IQ-Netzwerks Brandenburg.

## Career entry for academics from abroad

### What is the programme?

The programme helps people who have studied abroad to work in Germany.

You will receive

- Counselling
- courses
- Support in finding a job

The programme is free of charge.

### Who is the offer for?

The programme is for:

- People with a foreign university degree
- Academics without a suitable job in Germany
- People with German language skills (at least B1)

### Current offer: "Shaping the future"

At the moment there is the project "Zukunft gestalten". This offer helps people to enter the labour market. Here is an overview [🌐 Qualifizierung Zukunft Gestalten 2026.pdf](#)

You get:

- Courses (online)
- Counselling and coaching
- Support with your job search

Participation is free of charge.

The courses take place online.

Some courses also take place on site, for example at Bernau at Berlin.

### What will you learn?

In the courses you will learn, for example

- how to find a job

- how job applications work
- how job interviews work

### When do the courses take place?

- Period: April to July 2026
- Times: Tuesday to Thursday, 14:00-17:00

Entry is possible at any time.

### Contact and registration

Project "Zukunft gestalten"  
KONTAKT Eberswalde e. V.

@E-mail: [coaching@kontakt-eberswalde.de](mailto:coaching@kontakt-eberswalde.de)

☎Phone: [03338 / 619 8152](tel:033386198152)

You can find more information on the [🌐website](#) of IQ-Netzwerks and at the following [🌐link](#).

### Advice on the recognition of foreign qualifications

Have you already **learnt a profession** in your home country?  
Or have you completed a **degree programme** in your home country?  
Then in some cases you will need to have this recognised in Germany.  
The staff at the IHK will be happy to help you with this.

### Advice on the recognition of qualifications obtained abroad

IHK - Projektgesellschaft mbH Ostbrandenburg

📍 [Schwartzkopffstraße 2, 15745 Wildau](#)

☎ [033755281630](tel:033755281630)

👤 Kate Weller

☎ [016096087676](tel:016096087676)

@ [weller@ihk-projekt.de](mailto:weller@ihk-projekt.de)

👤 Elena Richert

☎ [015140909661](tel:015140909661)

@ [richert@ihk-projekt.de](mailto:richert@ihk-projekt.de)

Please also use the [contact form](#) on the website. Counselling is provided online or on site after registration.

We can advise you in the following languages:

- German
- English
- Georgian
- Russian

Consultations in other languages are also possible with an interpreter. Further information can be found on the [IQ Laufzettel](#).

You can find more information on IQ-Netzwerk-Brandenburg at the following [link](#). Here you will find a [overview](#) of all the people who provide recognition counselling in Brandenburg.

## **Office and management courses - "Grow UP - Business studies and more"**

### **What is the offer?**

It helps academics from abroad to find a job in the office or in management.

Participation is free of charge.

### **How does the programme help?**

You get:

- Courses in business administration (BWL)
- Further training for office and management
- Support with your job search

Topics include, for example

- Marketing
- human resources
- organisation
- Digitalisation

### **Who is the programme for?**

- Academics from abroad
- People without a suitable job
- People who want to work in an office

### **How does the programme work?**

You take part in courses.


You will also receive

- Counselling
- coaching


Many offers are online.

### **Contact us**

UP Transfer GmbH an der Universität Potsdam

 Am Neuen Palais 10

14469 Potsdam

 [0331 / 977 48 90](tel:03319774890)

[@info@up-transfer.de](mailto:info@up-transfer.de)

Further information can be found on the [website](#) and at the following [link](#)

## Recognition of training - "Dual recognised"

### What is the programme?

The "Dual anerkannt!" project helps people from abroad to have their training recognised in Germany.

Many people have completed training abroad.  
The project supports them in achieving full recognition.

### Who is the offer for?

The programme is for:

- People with training from abroad
- People whose qualification has only been partially recognised
- Skilled workers who would like to work in their profession

### What does the project help with?

You get help with

- suitable courses and qualifications
- an individual plan for recognition
- the path to work

The aim is for your training to be fully recognised.

### Important: Difference to [Recognition counselling](#)

General recognition counselling is often the first step.

There you will find out

- whether your qualification can be recognised
- how the procedure works

The "Dual anerkannt!" project will help you afterwards:

- if there are still differences to the German qualification
- if you need additional qualifications

You will be supported until your training is fully recognised.

### How does the programme work?

You receive personalised support.

Together we look at

- what content is still missing
- which qualification you can do
- how you can achieve recognition

The programme is free of charge.

### **Where does the programme take place?**

The programme takes place in Brandenburg.

The appointments take place by appointment.  
Many programmes are also available online.

### **Contact and registration**

IHK-Projektgesellschaft mbH Ostbrandenburg

#### **Visitor address:**

Görlitzer Straße 17  
15232 Frankfurt (Oder)

#### **Postal address:**

Puschkinstraße 12b  
15236 Frankfurt (Oder)

#### **Contact persons**

Alex Schenk

☎ [+49 335 6069 6136](tel:+4933560696136)  
✉ [schenk@ihk-projekt.de](mailto:schenk@ihk-projekt.de)

Anna Borowa

☎ [+49 335 4011 5262](tel:+4933540115262)  
✉ [borowa@ihk-projekt.de](mailto:borowa@ihk-projekt.de)

Iaroslav Bigun

☎ [+49 335 4011 5261](tel:+4933540115261)  
☎ [+49 151 4090 9616](tel:+4915140909616)  
✉ [bigun@ihk-projekt.de](mailto:bigun@ihk-projekt.de)

#### **Further information**

Further information can be found on the [website](#) of the [IQ-Netzwerks Brandenburg](#) and at the following [link](#)

### **Work in the future - energy, environment and digitalisation**

#### **What is the programme?**

It helps people from abroad to find a job in Germany.

Participation is free of charge.

#### **What does the programme help with?**

You get help with

- Finding work
- Orientation on the labour market
- Courses and qualifications

Topics include, for example

- Energy
- environment
- technology
- Digitalisation

### **Who is the programme for?**

- People with training or experience
- Skilled workers from abroad
- People without a suitable job

### **How does the programme work?**

You receive counselling and support.

We look together to see

- which job suits you
- what qualifications you need
- Many programmes are also available online.

### **👤 Kontakt**

Ausbildungsverbund Teltow e. V.

📍 Rheinstraße 2

14513 Teltow

☎ [03328 / 33 47 40](tel:03328334740)

✉ [@info@avt-bildung.de](mailto:info@avt-bildung.de)

You can find more information on the [🌐 website](#) and at the following [🌐 link](#)

## **Recognition for professions such as nursing, doctor or educator**

### **What is the programme?**

It helps people from abroad to work in their profession in Germany.

The offer is for professions for which recognition is required.

For example:

- Nursing
- doctor
- pharmacist

- educator
- Teacher

### **What does the offer help with?**

You get help with

- Recognition of your qualification
- Your notification of recognition
- Suitable courses and qualifications
- the path to work

The aim is for you to be able to work in your profession.

### **Who is the programme for?**

The programme is for:

- People with a qualification from abroad
- People who would like to work in a regulated profession
- Skilled workers with partial recognition

### **How does the programme work?**

You receive personalised support.

We look together at

- what is still missing for recognition
- what steps are necessary
- what qualifications you can do

You will be supported until your qualification is fully recognised.

### **Important to know**

You are only allowed to work in these professions if your qualification is recognised.

Recognition is therefore particularly important.

### **Contact and counselling**



Kontakt Eberswalde e. V.

 Bahnhofplatz 2

16321 Bernau


 [03338 / 7059430](tel:033387059430)

 [a.dann@kontakt-eberswalde.de](mailto:a.dann@kontakt-eberswalde.de)

Further information can be found on the  [website](#) and at the following  [link](#)

### **Recognition of foreign school certificates**

#### **Important notes**

This programme is not part of the  [IQ Network Brandenburg](#).

This [Staatliche Schulamts Cottbus](#) works closely with IQ-Netzwerk .

The education authority is responsible for recognising school certificates throughout Brandenburg.

### **What is the service?**

The Staatliche Schulamts Cottbus checks foreign school certificates.

You will receive an assessment of your school leaving certificate.

This assessment is important for

- School
- vocational training
- study
- work

### **Important requirements**

- Your identity must be clarified (e.g. by Ausländerbehörde)
- Your certificates must be translated

Certificates in English must also be translated.

### **How does the application work?**

You submit an application to the State Education Authority.

Important:

- Indicate in the application what you need the recognition for
- The highest possible qualification is always recognised

Use the documents:

The  [checklist Application for recognition of school certificates.pdf](#)

The  [application form.pdf](#)

### **What documents do you need?**

For example, you must submit

- Application form
- Copy of passport or identity card
- Curriculum vitae (school history)
- certificates
- translations

The documents must be sent by post

💡 Do not send originals.

### **Costs and information**

Recognition is usually subject to a fee  
Exemption from fees is possible (on application)

Incorrect information can have legal consequences

### **Processing time**

Processing can take up to a year. You should therefore submit your application as early as possible.


Do not make any enquiries about the status of the application during this time.

### **Contact and counselling**

🌐 [Cottbus State Education Authority](#)



[Certificate Recognition Centre](#)

There is no on-site counselling. If you need support, book an appointment with the  [Welcome Centre](#)

☎ Telephone consultation hours:

Dienstag 13 - 15:30 Uhr

📞 [0355 4866 418](tel:03554866418)

@ [Zeugnisanerkennung.CB@schulaemter.brandenburg.de](mailto:Zeugnisanerkennung.CB@schulaemter.brandenburg.de)

## **Online counselling on skilled labour immigration to Brandenburg**

### **What is the programme?**

The programme helps skilled workers from abroad.

It also helps companies.

They receive help with their work at Deutschland.

The counselling is free of charge.

### **What does the counselling help with?**

You get help with

- Entry to Deutschland
- visas
- Working in Brandenburg
- Finding work

💡 No help with job applications.

### Who is the offer for?

- Skilled workers from abroad
- People in Brandenburg
- Companies

### Contact persons for the Landkreis Dahme-Spreewald

👤 Melanie Neumann

☎️ [+49 151 6726 9848](tel:+4915167269848)

@

[melanie.neumann@ihk-projekt.de](mailto:melanie.neumann@ihk-projekt.de)

👤 Angela Hesse-Krüger

☎️ [+49 170 7649 003](tel:+491707649003)

@ [hesse-krueger@ihk-projekt.de](mailto:hesse-krueger@ihk-projekt.de)

### locations

📍 Frankfurt (Oder)

IHK-Projektgesellschaft mbH Ostbrandenburg

Puschkinstraße 12 b

15236 Frankfurt (Oder)

📍 Finsterwalde

IHK-Projektgesellschaft mbH Ostbrandenburg

An der Schraube 26

03238 Finsterwalde

Further information on all contact persons for the whole of Brandenburg can be found on the

🌐 [website](#) of the IQ network, the 🌐 [IHK](#) and at the following 🌐 [link](#)

### Advice on labour law - "Fair integration"

#### What is the programme?

The "Faire Integration" project helps people from abroad with problems in their job in Germany.

The counselling is free of charge.

#### What does the counselling help with?

You get help with questions about

- Wages and salaries
- Working hours and holidays
- notice of termination

- employment contract
- Health and accident insurance

Counselling helps before, during and after a job.

### Who is the service for?

The offer is for:


- People from abroad (not from the EU)
- Employees, trainees and interns
- People who have questions about work

### How does the counselling work?

- Confidential
- anonymous on request
- possible in person, by telephone or online



### Contact for Brandenburg

Caritasverband der Diözese Görlitz e. V.  
„Faire Integration Brandenburg“

 Straße der Jugend 23a  
03046 Cottbus

 [0355 38003770](tel:035538003770)

 [@iq-faire-integration@caritas-goerlitz.de](mailto:iq-faire-integration@caritas-goerlitz.de)

Further information can be found on the  [website](#) and at the following  [link](#)

## Welcome Centre of the Technical University of Applied Sciences Wildau

Are you from abroad and would like to study in Germany? Then there are various prerequisites and requirements. These must be fulfilled.

The **Welcome Centre at TH Wildau** will be happy to help you. You can contact the centre with any questions you may have.

The Welcome Centre staff will also prepare you for studying in Germany in terms of subject and language.

The services offered by the Welcome Centre at TH Wildau include

- individual counselling,
- the teaching of additional skills and
- preparation for successful integration into the labour market.

## Welcome Centre of the Technischen Hochschule Wildau

 [Hochschulring 1, 15745 Wildau](#)

### Language Centre

House 13, Room 204

 Katrin Gebhardt

 [03375508861](tel:03375508861)

 [katrin.gebhardt@th-wildau.de](mailto:katrin.gebhardt@th-wildau.de)

 Benita Grafe - Bourdais

 [benita.grafe-bourdais@th-wildau.de](mailto:benita.grafe-bourdais@th-wildau.de)

### Centre for International Affairs

House 13, Room 205


 [03375508683](tel:03375508683)

### Return and perspective counselling centre


Are you considering returning to your country of origin? Then you have the opportunity to seek advice on the possibilities of voluntary return at the [Return and Perspective Advice Centre of DRK Flüchtlingshilfe Brandenburg gGmbH](#).


#### Contact:

### Return and Perspective Counselling Centre DRK Flüchtlingshilfe Brandenburg

 Königs Wusterhausen, Erich Weinert Str. 46

 Marianna Schäfer

 [015111468763](tel:015111468763)

 [AMIF.KW@drk-fh-bb.de](mailto:AMIF.KW@drk-fh-bb.de)

 Consultation hours by appointment by telephone or e-mail.

Open consultation hours:

Tue. 10:00 - 14:00

Wed. 10:00 - 14:00

Thurs. 10:00 - 14:00

and by appointment

You can find more information on the  [website](#)

### Job centre

### Office Königs Wusterhausen


 [Our website](#)


 [Appointment booking](#)

Postal address:

Postfach 970127, 12701 Berlin


House address:

 [Max - Werner - Straße 7, 15711 Königs Wusterhausen](#)

 [03375279700](tel:03375279700)

In principle, all employees can be reached during their daily working hours at their personal extension number. You will find this number in the top right-hand corner of letters from the Job Centre. If you cannot reach your personal contact person, you can leave your request on the mailbox, stating your customer number.

[@jobcenter-Dahme-Spreewald@jobcenter-ge.de](mailto:@jobcenter-Dahme-Spreewald@jobcenter-ge.de)

 Monday 8.00 - 13.00

Tuesday 8.00 - 13.00

Wednesday closed

Thursday 8.00 - 13.00 and 14.00 - 18.00

Friday 8.00 a.m. - 12.30 p.m.

You can reach us on weekdays during the office hours listed below by calling the service number provided. If your issue cannot be resolved immediately, you can also make an appointment to visit the Job Centre in person at short notice. You also have the option of using our [Online-Terminvereinbarung](#) to book a free appointment for an initial consultation with us. Of course, you can also contact us by e-mail at any time.

The following office hours apply for the service number.

Monday 8.00 - 13.00

Tuesday 8.00 - 13.00

Wednesday 8.00 a.m. - 1.00 p.m.

Thursday 8.00 - 13.00 and 14.00 to 16.00

Friday 8.00 a.m. - 12.30 p.m.

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## Branch office Lübben

Postal address:

Postfach 970127, 12701 Berlin

House address:

 [Weinbergstraße 1a, 15907 Lübben](#)

 [03546228100](tel:03546228100)

In principle, all employees can be reached during their daily working hours at their personal extension number.

You will find this number in the top right-hand corner of letters from the Job Centre. If you cannot reach your personal contact person, you can leave your request on the mailbox, stating your customer number.

Monday 8.00 - 12.00

Tuesday 8.00 - 12.00

Wednesday by arrangement

Thursday 8.00 - 12.00 and 14.00 - 17.00

Friday by appointment

You can reach us on weekdays during the office hours listed below by calling the service number provided. If your issue cannot be resolved immediately, you can also make an appointment to visit the Job Centre in person at short notice. You also have the option of using our [Online-Terminvereinbarung](#) to book a free appointment for an initial consultation with us. Of course, you can also contact us by e-mail at any time.



The following office hours apply for the service number.

Monday 8.00 - 13.00  
Tuesday 8.00 - 13.00  
Wednesday 8.00 a.m. - 1.00 p.m.  
Thursday 8.00 - 13.00 and 14.00 to 16.00  
Friday 8.00 a.m. - 12.30 p.m.

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## Branch office Luckau

Postal address:  
Postfach 970127, 12701 Berlin

Home address:  
 [Bersteallee 21, 15926 Luckau](#)  
 [03546228100](tel:03546228100)

In principle, all employees can be reached during their daily working hours on their personal extension number.

You will find this number in the top right-hand corner of letters from the Job Centre. If you are unable to reach your personal contact person, you are welcome to leave your enquiry on the mailbox, quoting the customer number.

Monday - Friday by prior arrangement

You can reach us on weekdays during the office hours listed below by calling the service number provided. If your issue cannot be resolved immediately, you can also make an appointment to visit the Job Centre in person at short notice. You also have the option of using our [Online-Terminvereinbarung](#) to book a free appointment for an initial consultation with us. Of course, you can also contact us by e-mail at any time.

The following office hours apply for the service number.

Monday 8.00 - 13.00  
Tuesday 8.00 - 13.00  
Wednesday 8.00 a.m. - 1.00 p.m.  
Thursday 8.00 - 13.00 and 14.00 to 16.00  
Friday 8.00 a.m. - 12.30 p.m.

## Employment Agency

## Employment Agency

## Contact options:

To contact Agentur für Arbeit, you can create an online account and use the online services. If you have difficulties creating an account, you can also use the following link to book an appointment, fill in a contact form or contact us by telephone:

<https://www.arbeitsagentur.de/service-bereich>

📍 Wildau/Königs Wusterhausen: [Chausseestraße 1, 15745 Wildau](#)

💡 Visit on site without booking an appointment during opening hours

📅 Monday: closed

Tuesday: 08:00 - 13:00 and 14:00 - 16:00

Wednesday: closed

Thursday: 08:00 - 13:00

Friday: closed

📍 Lübben: [Weinbergstraße 1, 15907 Lübben](#)

💡 On-site visit only possible with [📅 appointment](#)

📍 Luckau: [Bersteallee 21, 15926 Luckau](#)

💡 Only possible with [📅 appointment](#), on-site appointments take place in Lübben

### Directions:

The entrance to the employment agency in Wildau is located outside A10-Centers, on the west side. On the [🌐 Internetseite](#) you will find a map.

Telephone accessibility:

📞 [08004555500](tel:08004555500)

📅 Monday - Thursday: 08:00 - 18:00

Friday: 08:00 - 14:00

Internet pages:

🌐 [Geschäftsstelle Königs Wusterhausen](#)

🌐 [Geschäftsstelle Lübben](#)

🌐 [Geschäftsstelle Luckau](#)

### Career counselling

**Careers counselling** supports young people in the transition from school to working life. Guidance and counselling is provided at i.d.R. in schools and the offices of the **Federal Employment Agency**.

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

You can find information on the **occupational classification** of the **IHK Cottbus (Chamber of Industry and Commerce)** [here](#). You can find information on **apprenticeship counselling** at the **HWK (Chamber of Crafts)** [here](#).

### Interpreter / Translator

Do you have an appointment and need an interpreter? This may be necessary at the immigration office, the social welfare office or the job centre, for example. But sometimes also for a visit to the doctor or school.

### **For a free translation, there are online services such as**

 <https://www.deepl.com/translator>

 <https://translate.google.de/>

 [http://www.reverso.net/text\\_translation.aspx?lang...](http://www.reverso.net/text_translation.aspx?lang...)


These translations are not always perfect. But they can help.

### **Translation of documents**

Do you need a marriage certificate or birth certificate translated? You need a state-certified interpreter for this. These translations can cost a lot of money. So check carefully beforehand whether you really need a certified translation.

### **Notarised interpreters**

You can find certified interpreters and translators in this [online database](#) on the Internet.

Another option is to send a translation via the  [Dolmetschdienst Berlin-Brandenburg](#) to send a translation. To do this, fill out the contact form.

You can also find lists of official translators on the websites of the embassies.

### **Marriage and family counselling**

Are you in a crisis with your partner or are you worried about your child's development? The **parenting and family counselling centre** advises and supports children, young people, parents, guardians and family members who are looking for support with family, psychological and educational problems and crises. We have a special offer for parents and parents during pregnancy and with babies and small children: Early Help (Frühe Hilfen)

Basically, we advise, accompany and support you with

- Family and parenting problems
- Developmental abnormalities
- Malfunctions in the power range
- Behavioural problems
- emotional problems
- Separation and divorce
- Contact and custody issues
- Couple conflicts
- mental disorders in children and adolescents

### **Who is the EFB right for?**

As a family or family member, you can come to us if you are concerned about your child's development,  
if you have general and specific questions about parenting, if you are in conflict, crisis or problem situations,  
if you have questions in separation and divorce situations, if you have questions about access and custody rights,  
if young people are looking for someone to talk to outside the family, if your child is anxious, aggressive or conspicuous and has problems at nursery and school, if you no longer know how things should continue in your relationship and with your children, if arguments in your relationship or family have recently ended in violence or days of silence, if you are wondering whether your child is developing in line with their age and whether you are doing the right thing in bringing them up.

Our counselling is confidential, free of charge and independent of denomination, ideology, nationality, sexual orientation and identity. We are subject to the statutory duty of confidentiality.

### **Contact**

Diakonisches Werk Lübben gGmbH  
Educational and family counselling centre (EFB)  
Königs Wusterhausen  
[📍 Schloßplatz 5, 15711 Königs Wusterhausen](https://www.schloßplatz5.de)  
[📞 0337521150](tel:0337521150)  
[@efb-kw@diakoniewerk-simeon.de](mailto:efb-kw@diakoniewerk-simeon.de)

### **Office hours**

Please arrange a personal appointment with us. In acute crisis situations, we are available for you immediately! To arrange an appointment by telephone, please contact us at

Monday to Thursday 9.00 - 16.00 hrs  
Friday 9.00 - 12.00

## **Counselling for families of children and young people with disabilities**

### **We are there for you if your family has**

a child, adolescent or young person up to the age of 27 with a (potential) disability.  
We will be happy to advise you on possible benefits if you:

- the parents
- the legal guardian or
- are the legal guardian.

### **What you can expect from us**

We advise, accompany and support you in the application process.  
We can help you to pursue and realise claims for integration assistance:

- Support you in identifying your concerns and individual needs,
- provide you with information on social legislation,
- put you in touch with contact persons,
- advise you on possible offers,
- advise you on your rights,

- offer you help with making an application or lodging an objection,
- accompany and support you in your dealings with the authorities.

Our services are voluntary, independent, confidential and free of charge.



[Link to](#)

👥 Our team Verfahrenslotsinnen  
Landkreis Dahme-Spreewald

📍 Brückenstraße 41, Raum 231, 15711 Königs Wusterhausen

☎ [+493375262330](tel:+493375262330) or

☎ [+493375262638](tel:+493375262638)

@ [verfahrenslotse@dahme-spreewald.de](mailto:verfahrenslotse@dahme-spreewald.de)

We are happy to offer you appointments by appointment at Königs Wusterhausen and Lübben and

### SHIA e.V. Brandenburg State Association of Self-Help Groups

SHIA stands for the **self-help groups for single parents**. The Landesverband Brandenburg was founded on 30 June 1991 in Königs Wusterhausen. It campaigns for the empowerment, equality and equal opportunities of single parents and their children. You can find information here on many issues relating to the topic of "alone with a child or children". In addition, SHIA organises its own educational, holiday and leisure activities, such as an annual family education holiday thanks to funding from the Jugendamt of Landkreises Dahme-Spreewald.

SHIA e.V. - Landesverband Brandenburg

📍 [Bahnhofstraße 4, 15711 Königs Wusterhausen](#)

☎ [03375294752](tel:03375294752)

@ [post@shia-brandenburg.de](mailto:post@shia-brandenburg.de)

🌐 [Internetseite SHIA](#)

🕒 Monday to Friday, from 8.00 am - 1.00 pm

Tuesday 16:00 - 18.00

and appointments by arrangement

### Violence against women

You are put under pressure, threatened, beaten, harassed, stalked, humiliated. Do you have to put up with sexual behaviour?

You will find important contacts on this page.

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### Helpline - Violence against women

The violence against women helpline provides counselling for women affected throughout Germany. The counsellors provide advice on all forms of violence against women. Do you need help where you live? Then the counsellors will refer you to suitable local facilities. Online counselling is also possible via the website. The counselling sessions are confidential and can be held in several languages with the help of interpreters. Would you like to remain anonymous? That's no problem. You don't have to give any personal details on the phone. This also applies on the website. If you have hearing problems, you can book an interpreting service via the website. This costs you nothing. The conversation with the counsellors will be translated into German sign language. It can also be translated into written language. Available 365 days a year, 24 hours a day, free of charge

The helpline provides multilingual counselling for women affected in all cases:

- domestic violence
- sexualised violence
- forced marriage
- human trafficking
- genital mutilation

 [08000116016](tel:08000116016)

 [Hilfetelefon mehrsprachig](#)

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## Information and counselling on domestic violence

What is domestic violence?

Domestic violence is prohibited. Everyone has the right to a life without violence.

- Insulting, humiliating
- Putting under pressure, threatening
- Taking away money, ID and keys
- Prohibiting social contact
- Rape
- Stalking

Domestic violence advice centre


Our social worker will advise you free of charge, voluntarily, anonymously and confidentially if you wish.


Your counsellor:

Peggy Regorz

Brückenstraße 41

15711 Königs Wusterhausen

 Tel: [03375 26-2612](tel:03375262612)

 Mobile: [0174 1609739](tel:01741609739)

 E-mail: [peggy.regorz@dahme-spreewald.de](mailto:peggy.regorz@dahme-spreewald.de)


We offer:

- Telephone and personal counselling
- Help in crisis situations

- Information on the Protection against Violence Act
- You will be helped to find a safe place to live
- Referral to specialist centres (psychologists, lawyers)
- Support with visits to the authorities

Consultation hours:



- Königs Wusterhausen: 1st and 3rd Monday/month, 13-15 Uhr (Kreisverwaltung, room 008)
- Schönefeld: 2nd and 4th Friday/month, 9-11 Uhr (Mehrgenerationenhaus)
- Lübben: 1st and 3rd Wednesday/month, 10-12 Uhr (Kreisverwaltung)

Further appointments possible by appointment. You can find more information at  [Flyer.Häusliche.Gewalt.pdf](#).

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## Women's and children's refuges

[@frauenschutzwohnung@dahme-spreewald.de](mailto:@frauenschutzwohnung@dahme-spreewald.de)

 [033763214410](tel:033763214410) or  [01725695561](tel:01725695561)

Postal address:

Post Office 1 | P.O. Box 1236, 15702 Königs Wusterhausen


- Round-the-clock protection and accommodation for women and children
- Counselling and support for women in family and social law matters; with regard to protective measures under the Protection against Violence Act; in matters of physical and mental health; for help in finding accommodation and after leaving the women's and children's protection centre.  
after leaving the women's and child protection centre
- Counselling and support for affected children
- There are counselling services outside the protection centres where you can get help and advice
- 24-hour emergency call system
- Intervention services
- Information and public relations work
- Educational and prevention work


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## Commissioner for equality and for the interests of people with disabilities


Elke Voigt

County Dahme-Spreewald


 [Brückenstraße 41, 15711 Königs Wusterhausen](#)

 [03375262614](tel:03375262614)

[@gleichstellung@dahme-spreewald.de](mailto:@gleichstellung@dahme-spreewald.de)

You can find more information about the advancement of women online at  [Internetseite zum Thema Frauenförderung](#).


Woman Regorz

 [03375262612](tel:03375262612)

woman Lucas

 [03375262618](tel:03375262618)

Woman Wagner

 [03375262688](tel:03375262688)


## Addiction counselling

Do you or people you know have problems with alcohol, drugs or other addictive substances?  
Do you have questions and need help?

You can find counselling services in the district of Dahme-Spreewald [here](#).

## Child and youth emergency service

Sometimes there are conflicts or even violence at home. This is when children and young people need help. In Germany, everyone - including parents - is prohibited from physically or mentally abusing children and young people or sexually harassing and abusing them. Counselling is free of charge and children and young people can remain anonymous. Family members or friends can also come forward.

 [Bettina von Arnim Straße 1, 15711 Königs Wusterhausen](#)

 Manuela Grabow-Krüger

 [033752131344](tel:033752131344)

 [01728077036](tel:01728077036)

 [leitung-jugendhaus-kw@asb-mb.de](mailto:leitung-jugendhaus-kw@asb-mb.de)

Further information can be found [here](#).

## Pregnancy counselling

The **pregnancy counselling centres** are in personal contact with the women and support them individually. The counselling is anonymous. The aim of the counselling is to show the woman perspectives so that she can accept help and cope with her situation.

**Early help** includes various services from the fields of health, pregnancy counselling, child and youth welfare and other social services and networks.

and other social services and networks. They are aimed at all (expectant) mothers and fathers to ensure a good start in life and a healthy upbringing for their children.

Early help can already be utilised during pregnancy and birth as well as in the first years of life. can be utilised. The contacts listed here can support (expectant) mothers and fathers in all questions and matters that arise in everyday life.

- I am pregnant and have lots of questions.
- Am I up to the responsibility of parenthood?
- I am looking for offers for us as parents and our child.
- My child is often restless and I don't know what else I can do.

- How can I be a good father?
- What does such a small baby need?
- Is my child developing normally?
- What will it be like with partnership and baby?
- Things with our baby are not as we had imagined.

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## Psychosocial counselling centre for pregnant women and families

DRK Kreisverband Fläming-Spreewald e.V.

📍 [Erich - Weinert - Straße 46, 15711 Königs Wusterhausen](#)

☎ [03375218981](tel:03375218981)

@ [schwangerenberatung@drk-flaeming-spreewald.de](mailto:schwangerenberatung@drk-flaeming-spreewald.de)

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## Coordination of child protection and early help

County Dahme - Spreewald

Office for Children, Youth and Family

📍 [Beethovenweg 14, 15907 Lübben \(Spreewald\)](#)

☎ [03375261718](tel:03375261718)

@ [jugendamt@dahme-spreewald.de](mailto:jugendamt@dahme-spreewald.de)

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## Parenting and family counselling centre Wildau Kindheit e.V.

📍 [Freiheitsstr. 98, 15745 Wildau](#)

☎ [03375503721](tel:03375503721)

@ [info@kindheitev.de](mailto:info@kindheitev.de)

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## Family midwife LDS

Christiane Perlitt

☎ [01713800795](tel:01713800795)

@ [familienhebamme-perlitt@gmx.de](mailto:familienhebamme-perlitt@gmx.de)

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## Outreach work for pregnant women and young parents

Schönefeld (Kindheit e. V.)

☎ [03062640958](tel:03062640958)

Königs Wusterhausen Diakoniewerk Simeon

☎ [017656713021](tel:017656713021)

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## Counselling centre for family planning, sexuality and pregnancy

Recognised pregnancy conflict counselling centre  
AWO Regionalverband Brandenburg Süd e.V.  
[📍 Bersteallee 21, 15926 Luckau](#)  
[☎️ 035445558918](#)  
[@schwangerenberatung@awo-bb-sued.de](#)

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## Parenting and family counselling centre Königs Wusterhausen

[📍 Erich - Kästner - Str. 1, 15711 Königs Wusterhausen](#)  
[☎️ 0337521150](#)  
[@efb-kw@diakoniewerk-simeon.de](#)

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## Network Healthy Children Dahme - Spreewald

Spreewald Clinic Lübben  
[📍 Schillerstr. 29, 15907 Lübben](#)  
[☎️ 080064546337](#)  
[@ngk-lds@awo-bb-sued.de](#)

AWO Wohnpark Am Kirchplatz,  
[📍 Kirchplatz 15, 15711 Königs Wusterhausen](#)  
[☎️ 080064546337](#)  
[@ngk-lds@awo-bb-sued.de](#)

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**Protestant family counselling centre** for marriage, parenting and life issues, pregnancy conflicts and social pregnancy counselling  
Diakonisches Werk Lübben gGmbH  
[📍 Geschwister - Scholl - Str. 12, 15907 Lübben](#)  
[☎️ 035467169](#)  
[@erziehungsberatung@diakonie-luebben.de](#)

## Health counselling and AIDS counselling

A first source of information for you on this topic is the Office of Public Health.

### Health Department

[📍 Schulweg 1b, 15711 Königs Wusterhausen](#)  
[☎️ 03375263019](#)

[📍 Beethovenweg 14, 15907 Lübben \(Spreewald\)/Lubin \(Błota\)](#)  
[☎️ 03546201784](#)  
[@gesundheitsamt@dahme-spreewald.de](#)

Further information can be found [here](#).

## Counselling centres for LGBTIQ people

Many different people live together in Germany. They have different religions. They are of different genders. They come from different countries. They have different political views. All these people live together peacefully. They have the same rights.

The same applies to people of different sexual orientations or gender identities: these include lesbians, gays, bisexuals, transgender and intersex people. In short, they are called LSTBI. They have the same rights in Germany as other people.

There are three genders in Germany. These are "male", "female" and "diverse". Transgender people can change their gender in Germany. They can also have their name changed. Women are allowed to love and marry other women in Germany. Men are allowed to love and marry other men in Germany.

👥 Many LGBTI people have fled to Germany because they were persecuted in their home country. Are you a refugee and lesbian, gay, bisexual, transgender or intersex? Then you can contact one of the many LGBTI organisations in Germany. There you will find support, social contacts and information.

You can find contacts in the **LGBTIQ community** in Brandenburg here:

### **State organisation AndersARTiG e.V.**

📍 [Dortustraße 71A, 14467 Potsdam](#)

☎ [03312019888](tel:03312019888)

@ [mail@andersartig.info](mailto:mail@andersartig.info)

🌐 [andersARTiG e.V.](#)

### **MGH Königs Wusterhausen**

#### **Mehrgenerationenhaus Fontanetreff in Königs Wusterhausen**

Das **Mehrgenerationenhaus Fontanetreff** ist ein Begegnungsort für alle Menschen. Dort kann man sich treffen zum Reden und zum Zusammensein, zum lesen in Zeitungen und in Büchern oder zum Handarbeiten.

Es gibt viele Angebote zur Unterstützung im Alltag, in der Schule oder in der Freizeit.

- Work and profession
- Addiction problems
- debts
- Help with filling out forms
- Multimedia courses
- Cookery courses
- Music groups and choir singing
- Sports groups
- Dancing
- Help with homework for school
- Language lessons
- Play groups
- Parent - Child - Café

- International children's room for children and parents
- Family breakfast

All services and counselling are free of charge.

#### Opening hours

Monday 10.00 - 15.00

Tuesday 10.00 - 17.00

Wednesday 10.00 - 17.00

Thursday 10.00 - 17.00

Friday 10.00 - 15.00

#### [Königs Wusterhausen multigenerational centre](#)

Fontanetreff meeting place

Fontaneplatz 12

15711 Königs Wusterhausen

 [03375525591](tel:03375525591)

 [r.giebels@diakoniewerk-simeon.de](mailto:r.giebels@diakoniewerk-simeon.de)

 [www.diakoniewerk-simeon.de](http://www.diakoniewerk-simeon.de)

## Learn German

It is important to learn the German language in order to settle in well and find work in the long term. There are various options for how and where you can learn German. The following pages provide an overview.

### First aid for communication

Have you just arrived in Germany?

You don't speak German yet?

There are various online options to help you communicate better during your first time in Germany.

DeepL is by far the best free translator on the market. With the official [iOS app](#) or [Android app](#), you can use the multi-language translator directly on your smartphone.

Other translation apps are:

 <https://translate.google.com/?hl=de>

 <https://itranslate.com/>

### Where can I find German courses?

Here you will find a list of current and planned language courses: [Current language courses status 19.11.2025.pdf](#).

Tip: You can get the latest information directly from the course providers.

Further up-to-date information can be found on these official pages:

- [BAMF-Navl](#)
- [KURSNET](#)

There is a test at the beginning of each course. This will determine your level in the language. You can get more information from the provider. An online test for self-assessment is [available here](#).

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### **Volkshochschule Dahme - Spreewald (VHS)**

[📍 Logenstr. 17, 15907 Lübben \(Spreewald\)](#)

[📞 03546201060](#)

or

[📍 Schulweg 1 b, 15711 Königs Wusterhausen](#)

[📞 03375262500](#)

[@vhs@dahme-spreewald.de](mailto:vhs@dahme-spreewald.de)

Office hours:

Tuesday 08.00 - 18.00

Thursday 08.00 - 16.00

You can also arrange additional appointments.

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### **TÜV Rheinland Akademie GmbH**

[📍 Schützenstraße 10](#)

[📞 0800-1177277-08](#)

[@TR-Akademie-Berlin-Schoenefeld@de.tuv.com](mailto:TR-Akademie-Berlin-Schoenefeld@de.tuv.com) 🌐

<https://kurse.tuv.com/standorte/weiterbildung-ber...>

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**SBH Nord Ost** 📍 [Hochschulring 5, 15745 Wildau Haus 20](#) 📞 [033755262908](#) @  
[info@sbh-nordost.de](mailto:info@sbh-nordost.de) 🌐 <https://s-b-h.de/sbh-vor-ort/sbh-nordost/dienstle...>

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**FAW GmbH Akademie Cottbus** 📍 [Am Seegraben 21 c, 03051 Cottbus](#) 📞 [035548370230](#) @  
[cottbus@faw.de](mailto:cottbus@faw.de) 🌐 <https://www.faw.de/sprache-integration>

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### **Hiller Bildung & Beratung GmbH**

[📍 An der Kupka 1, 15907 Lübben](#)

[📞 03546934881](#) or [03546934882](#)

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### Hiller Bildung & Beratung GmbH

📍 [Frankfurter Straße 41 a, 15907 Lübben](#)

☎ [01718609215](tel:01718609215)

### Hiller Bildung & Beratung GmbH

📍 [Rosa - Luxemburg - Straße 20, 15711 Königs Wusterhausen](#)

☎ [033752151955](tel:033752151955) or [033752151957](tel:033752151957)

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## Welcome Centre of the Technischen Hochschule Wildau

Technische Hochschule Wildau

📍 [Hochschulring 1, 15745 Wildau Haus 13 Raum 204](#)

☎ [03375508861](tel:03375508861)

@ [welcome@th-wildau.de](mailto:welcome@th-wildau.de)

🌐 <https://www.th-wildau.de/studieren-weiterbilden/s...>

## Sprachenzentrum the TH Wildau

Would you like to study? At TH Wildau, language courses are included in some degree programmes.

You can also take part in other elective courses and workshops. You sometimes have to pay for these courses. Please enquire if necessary.

Are you not studying at TH Wildau? Then you can be admitted as an external participant. You will need to enquire there.

🌐 <https://www.th-wildau.de/hochschule/zentrale-einr...>

@ [sprachenzentrum@th-wildau.de](mailto:sprachenzentrum@th-wildau.de)

## Language cafés and learning workshops

There are various opportunities in the district to talk to each other in an informal setting, meet other people and learn to speak German. Speaking cafés and learning workshops can be found at:

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## Quasselclub Zeuthen

Every **Wednesday from 18:30** in the 📍 [Forstweg 30 in Zeuthen](#)

What do we do?

- Speak, speak, speak...
- We offer the opportunity to actively practise the German language,
- help with homework or documents,
- talk about our cultures

- or simply to play a game.
- and much more

@[kontakt@wind-hilft.de](mailto:kontakt@wind-hilft.de)

<https://www.wind-hilft.de/mitmachen/quasselclub/>

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## Sprechcafé in Königs Wusterhausen

Every **Thursday from 3 - 6 pm** in the [📍Bürgerhaus Hanns Eisler, Eichenallee 12, 15711 Königs Wusterhausen.](#)

Here you can:

- talk to each other
- ask questions
- learn the German language through conversation
- go on excursions together
- get to know our social and cultural life in Germany
- talk about yourself and your home country
- and much more

@[willkommen-in-kw@web.de](mailto:willkommen-in-kw@web.de)

## Learn German online

### Links and tips

You can use free internet portals and apps to learn German more quickly and easily. You can find some examples on this page.

The IQ network has compiled a helpful [overview](#) of free online services that help you learn German or find your way in the labour market.

[🌐VHS Learning portal](#)

Here you will find the free portal of the German Adult Education Centre Association with exercises at levels A1 to B1+. You need to register.

[🌐Arrive App](#)


The app with self-study course is very helpful for the first few weeks in Germany. Level from A1.


[🌐Alphabetisation app Serlo ABC](#) for Android


With this app you can learn the Latin alphabet, basics in German up to level A1.1.


[🌐The Goethe-Institut](#) offers various interesting apps for learning German, for example ["Deutschtrainer A1"](#): Exercise materials on vocabulary and structures for beginners for level A1, in German.

["Die Stadt der Wörter"](#): App for playful vocabulary learning without prior knowledge in German, English, French and other languages.

 [Deutsch-Uni Online \(DUO\)](#): Language learning programmes A1 to C2

 [Vocabulary app Lunes](#): The free app "Lunes" supports people with German as a second language in their transition to training and work. It contains technical terms and job-specific vocabulary for more than 30 professions.

 [Amira](#) - reading programme for primary school pupils in 9 languages

 [German for the workplace](#) - important terms or activities of the individual professions translated into 11 languages.

## Education and work

Here you will find information on the topics of school, training and work in our region.

### School

In Germany, all children must attend school. You will find out what types of school there are, which school your child must attend and what help they can get.

#### School attendance and compulsory education

There are various schools in the district.









After [kindergarten](#), children attend a [primary school](#) for 6 years. After that, they can choose between a [secondary school](#), a [comprehensive school](#) or a [grammar school](#). Further information on the schools can be found in the [WEGWEISER for parents and pupils in year 6](#).

Pupils with very good grades can attend a selected grammar school ([Humboldt](#) and [Friedrich Schiller](#)) in a [performance and gifted class](#).

Pupils attend a secondary school for 10 years and can then begin an apprenticeship. After 12 years at a grammar school or 13 years at a comprehensive school, they obtain an Abitur and can go on to university. From year 10 onwards, pupils from low-income families can apply for [Bafög](#). This is also possible [online](#).

There are [special schools](#) for children with special needs.

Get to know the different schools at the **open day**. You can find the information here:

-  [Primary schools](#)
-  [Primary and secondary school](#)
-  [Primary and comprehensive school](#)
-  [Comprehensive schools](#)
-  [Secondary schools](#)
-  [Secondary technical school](#)
-  [grammar schools](#)
-  [Special schools](#)

## Recognition of school certificates from the home country

### Recognition of school certificates


To be able to start an apprenticeship or study programme in Germany, you need a school-leaving certificate.

Have you already obtained a school-leaving certificate in your home country?

Then you need to have it recognised in Germany.

The [State Education Authority in Cottbus](#) is responsible for this here in the district.

You must submit all your school certificates there. They will then check whether your qualifications are comparable with those in Germany. Only then can they be recognised.

 [Calauer Straße 71, 03048 Cottbus](#)

 [@Zeugnisanerkennung.cb@schulaemter.brandenburg.de](mailto:Zeugnisanerkennung.cb@schulaemter.brandenburg.de)

 [03554866418](tel:03554866418)


### Training

In Germany, many people undergo vocational training. In vocational training, you learn a profession and become a specialist for a particular job. If you have done vocational training, it will be easier for you to find a job and earn more money. It will also improve your prospects of staying in Germany. Here you can find out how training works, how you can find a training place and where you can get help.

### Career guidance

If you are not yet ready for an apprenticeship, there are various **options for orientation**.

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A good introduction to the world of work in Germany is an **internship**. This allows you to gain your first work experience in a new culture and improve your language skills. An internship can often be the start of an apprenticeship. It is therefore a good idea to do an internship in a company that also offers apprenticeships. In the [Ausbildungsbörsen der Agentur für Arbeit](#) you can search for internships. Once you have found an internship, you must apply to the [Ausländerbehörde](#) apply for authorisation. (You do not need official authorisation for internships at school or vocational school). Are you looking for an internship but don't know where to start? Here you will find many exciting companies and can easily apply without a CV.  [bewerbten](#).

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You can also take part in an **introductory training programme (EQ)** (duration: minimum 1/2 year and maximum 1 year). This means that you can try out a profession in a training company and also take part in lessons at a vocational school. This allows you to learn German even better and then start your training in the same company. The EQ ends at the start of the training year in September. Therefore, the last entry date is 1 March.

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Would you like to find out more about different professions and find the right one for you? You can find information on the Internet or go to a free careers advice centre. [Hier](#) You can find links and contacts here.

## Stages and duration of vocational training

Companies offer vocational training. However, for some professions in the fields of technology, health and education, there are also schools that offer vocational training.

The duration of the vocational training depends on the type of job. As a rule, it lasts 3 years. During the in-company vocational training programme, you will learn the practical activities in your training company. But they also go to vocational school regularly to learn the theory. This is why the programme is also called “dual training”. At the end of the training period you take a final exam. If you pass the exam, you can work in this profession. There is no age limit to start vocational training.

This [video](#) explains exactly how vocational training works in Germany.


[Here](#) you will find important information about training in Germany.


## Information and counselling


Would you like to learn a trade or do an apprenticeship? You have many opportunities to find out more. Are you looking for information on career guidance and career choice? You can find various platforms on the Internet that can help you. Alternatively, you can also seek advice in person. On this page you will find contacts and websites on the internet.


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## Websites and apps

 [Dein erster Tag](#) is a digital programme for career guidance.

 [Planet Beruf](#) Here you will find information on choosing a career.

 [Ausbildungsberufe von A-Z](#) is an overview of all professions that require training. You will also find dual study programmes and further training.

 [www.arbeitsagentur.de/bildung](#) is the website of the employment agency. Here you will find information about school, training and study programmes. It helps you to find the right place.

 [ARD-alpha](#) has videos on more than 400 training occupations. These will help you decide what you might like.

 [Berufenet of the Federal Employment Agency](#) has detailed information on all professions.

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## Employment Agency

Careers and study counselling at the Cottbus Employment Agency

Finding the right career is not always easy. There are many options for the time after school. But which career really suits me? The careers and study counselling service in South Brandenburg provides advice, support and placement.

 [Further information](#)

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## For commercial and technical professions

**Chamber of Industry and Commerce Cottbus**  
**Training, further education and career guidance**

 [03553653104](tel:03553653104)


 [@antje.finke@cottbus.ihk.de](mailto:antje.finke@cottbus.ihk.de)


 [IHK Berufsorientierung](#)


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## For skilled trades professions

**Chamber of Crafts Cottbus**  
**Vocational orientation**

 [Cottbuser Straße 53, 15711 Königs Wusterhausen](#)

 [03375252573](tel:03375252573)

 [01715507593](tel:01715507593)

 [@langer@hwk-cottbus.de](mailto:langer@hwk-cottbus.de)

 [HWK Berufsorientierung](#)

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Not sure yet? Are you looking for an apprenticeship? Here you can get help and support in your search.

 [Jugendmigrationsdienst](#)



[Migrationsberatung für erwachsene Zuwanderer](#)



[Beratungsstelle Stellwerk 8](#)

 [Beratungsstelle Stellwerk Lübben](#)



[LDS integriert - Schule. Ausbildung. Arbeit](#)

 [Welcome Center](#)

## Studies

There are various options for studying in Germany. You can also continue a degree programme you started abroad here.

On the following pages you will find information about studying in Germany.

## General information on university studies

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There are different types of universities in Germany. There are universities, universities of applied sciences and technical universities. They are usually publicly funded. The lessons are free of charge. Private universities cost money.

There are these degrees:

### **Bachelor's degree**

It lasts 6 to 8 semesters. It is the first degree programme at a university.

### **Master's degree**

It lasts 2 to 4 semesters. You can do it after your Bachelor's degree.

### **State examination (Staatsexamen)**

There are degree programmes with a state examination. These are subjects such as medicine, law, pharmacy or teaching.

### **Promotion (Ph.D.)**

After the Master's degree, you can earn a doctorate. A doctorate is required for an academic career at a university.

In the district Dahme-Spreewald there is the technical university Wildau (TH Wildau). You can find an overview of the degree programmes [here](#).

More information about studying in Germany can be found on the website of the BAMF at ["Study"](#) and [www.study-in.de](#).

## **Prerequisites**

## **Recognition of school-leaving qualifications from abroad**

Do you want to study in Germany? You need an authorisation for this. You also need to pass the German language test for university entrance (DSH test).

Your school-leaving certificate from abroad must be recognised for the authorisation. The best way to do this is to contact the university where you want to study.

You can search for your qualification on [anabin](#). The database will then tell you how your degree is recognised in Germany.

[Recognition in Germany](#) is the page on the Federal Ministry's website. There you can find out more about recognition in the field of higher education.

You can also get personal advice in the district. You can find the relevant office [here](#).

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## **Catching up on qualifications**

If you need to catch up on the required qualification, there are various options via the **second educational pathway**.

Do you need more information? You can find more here: [German Education Server](#) and at the second-chance [school](#).

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## Proof of German language skills

Most universities and universities of applied sciences require a certificate with language level C1 for studying. Some universities also offer intensive German courses for prospective students. Opportunities for this are also offered by the [TH Wildau](#).

You can find the most important information on language certificates [here](#).

The [German Academic Exchange Service \(DAAD\)](#) also provides comprehensive information.

## Study orientation

There are various counselling services for young people from abroad who would like to study in Germany. You can find more details [here](#).

## Preparation for a degree programme

Do you want to study in Germany? But your language skills are not yet good enough?

Then perhaps a course to prepare you for university is the right thing for you!

## Preparatory college

Preparatory courses are geared towards the degree programme you want to take up later.

They usually last one year. You can find detailed information on the website

[www.studienkollegs.de](http://www.studienkollegs.de) and at [uni-assist](#).

## Guest student programmes for refugees

Many universities and some universities of applied sciences offer guest student programmes for refugees. In these programmes, you can attend courses that interest you. You will then receive a certificate for passing an examination. This can be credited towards a later degree programme.

## The Wildau Foundation Year and the Technical University's Welcome Centre Wildau

The **Wildau Foundation Year** supports international students in gaining access to the German university system.

The **Welcome Centre at the TH Wildau** enables students to learn the basics for enrolling at a German university. Here you can also get to know the degree programmes at TH Wildau.

Information and contacts can be [found here](#).

[Information on requirements and the study programme](#)

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## Search for the right degree programme

Careers and study counselling at the Cottbus Employment Agency

Finding the right degree programme is not always easy.  
But which degree programme and which university/college is right for me?  
The Berufs- und Studienberatung in Südbrandenburg provides advice and support.

Further information:

- <https://www.arbeitsagentur.de/vor-ort/cottbus/studienberatung>
- [studienwahl.de](https://www.studienwahl.de)
- [www.uni-assist.de](https://www.uni-assist.de)

You can also find information on the websites of the universities.



## Financing your studies

State benefits (e.g. from the job centre) are no longer paid when you start studying.

## Semester fee

Studying costs fees. Everyone has to pay a small semester contribution. Private universities have higher fees.

## State support

You can apply for a studyBAföG application. You can use this to finance your living expenses. Part of this must be repaid. You can find more information  [here](#). Arabic online tutorial on the topic BAFöG: [www.youtube.com/BAföG/arabic](https://www.youtube.com/BAföG/arabic)  
You can find an application form at  [here](#).


## Bursary

Scholarships are available. You can apply. You can get an overview at  [DAAD](#).

## Working alongside your studies

Many students work alongside their studies. These are often mini-jobs (max. 520 €/month). They work in the catering trade, give private tuition or help with childcare.

## Work-study programme

There are also dual study programmes. They have a greater practical relevance. The student has a contract with a company (payment of varying amounts). Detailed information  [here](#).

## Application

Are you applying for a place at a German university? There are a few rules to follow. How and where you apply depends primarily on your degree programme.

You can find more information on how to apply on the website of the [German Academic Exchange Service](#).

## Work

### General and FAQs


Finding a job is not always easy for migrants. You often need to prove you have certain qualifications when you want to start a job. This is why [recognition or assessment of qualifications acquired abroad](#) is so important. You should also [learn German](#). This will greatly improve your chances of finding a job.


The **minimum wage** in Germany is currently €12.41 per hour (gross! Taxes are still applied). Any employer who offers you less money than this and only pays in cash is inducing you to work illegally (known as Schwarzarbeit in German – working “under the table”). This is a criminal offence both for the employer and for you and can have a negative impact on your stay in Germany.

Comprehensive information on the topic of work in Germany can be found on the website of the BAMF under "[Work and career](#)".

If you have any questions about finding a job, work and careers, you can call this number:

 [Working and living in Germany hotline of the BAMF](#)

 [03018151111](#)

 Monday to Thursday from 09:00 - 16:00, Friday from 09:00 - 12:00

### FAQs work and training

The answers from the Handbook-Germany can be read in German, Arabic, English, Persian, Pashto, Turkish, French and Russian (please select language setting!).

 [How do I find the right job for me?](#)

 [How do I find a job?](#)

 [Am I allowed to work as a refugee?](#)

 [Will my degree be recognised in Germany?](#)

 [Who can help me find an apprenticeship?](#)

 [How do I find a training place for a school-based apprenticeship?](#)

 [How do I find a training place for a dual training programme?](#)

 [How much can I earn in a student job?](#)

 [What rights do I have with temporary work?](#)

 [What is a mini-job?](#)

 [How can I become self-employed as a freelancer?](#)

 [How can I become self-employed as a trader?](#)

- [!\[\]\(98444a2f10517c2652c0c4e37de21358\_img.jpg\) What rights do I have as an employee?](#)
- [!\[\]\(0e67175d100c19029f6991bd49cb8065\_img.jpg\) What do I need to consider if I am ill?](#)
- [!\[\]\(12f3191ef6dfedb7b9eb8e688df3371d\_img.jpg\) Can I be cancelled?](#)
- [!\[\]\(54f260175a3ffde3a5c2301471f73ae3\_img.jpg\) What does an employment contract say?](#)
- [!\[\]\(505e40b080fba20064c8e62f2b6a4e79\_img.jpg\) What taxes are there?](#)
- [!\[\]\(adddc1e7b8878cce72ff6e92b30082d2\_img.jpg\) How do I do my tax return?](#)
- [!\[\]\(778fd92e10f05264369351ccc4a19aa9\_img.jpg\) What am I insured against through social insurance?](#)
- [!\[\]\(5497320d23040932605fa1cc51ae0b4e\_img.jpg\) What do I get as a pensioner?](#)
- [!\[\]\(2df2050f681c185cc74523c911a5f034\_img.jpg\) What do a works council and a trade union do?](#)

### **When can I work?**

Nationals of a member state of the European Union (EU), the European Economic Area (EWR) or Switzerland do not require a work permit. Recognised asylum seekers do not need a work permit either. They are advised by the job centre.

For others, the following applies: The work or training must be authorised in advance by the foreigners authority.

More information can be found on the website of the BAMF  [Working in Germany](#).

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The following applies to asylum seekers: You can look for work 3 months after applying for asylum.

You must apply for a work permit from the foreigners [authority](#).

The foreigners authority must adhere to legal requirements. It cannot grant work permits to just anyone.

These points must be taken into account:

- Your identity must be clarified,
- You must actively participate in the asylum procedure,
- You must declare your continued willingness to participate in integration programmes,
- You must have general language skills,
- What qualifications do you have for the intended employment?
- you have already been employed for at least 3 months,
- have you already worked for local authorities or non-profit organisations and associations?
- do you have evidence of criminal offences or other legal violations?
- What is the status of your asylum procedure?
- What prospects do you have of staying?

Make an effort to clarify your identity! This is very important.

Do you have a passport? Then hand in your passport. If you do not have a passport, you can also submit other documents (birth certificate or Tazkira with certified translation, a driving licence and other IDs).

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## Find a job

### Who can help you find a job?

If you are looking for a job, you can contact the Employment Agency. You will receive support and advice there. However, every jobseeker in Germany is responsible for looking for work themselves.

 [Employment Agency](#)

 [Chausseestr.1, 15745 Wildau](#)


 [08004555500](tel:08004555500)

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### How do I look for a job?

There are many ways to find a job. You will find many job adverts in major newspapers and on the Internet. You can also place an advert yourself or search locally.

### Search online for vacancies and find out more:

- You can find the **job exchange** of the Federal Employment Agency here:  <https://www.arbeitsagentur.de/jobsuche/>
- You can download the Agency's free app for [Android](#) and [iPhone](#) here.
- [www.make-it-in-germany.com](http://www.make-it-in-germany.com) is for international skilled workers. It is the official multilingual online portal.

### Further online offers for work:

- [Information for asylum seekers, job seekers and employers](#)
- [Network Integration through Qualification \(IQ\)](#)
- ["refugees can!"](#) helps refugees to integrate into the labour market. There is a job exchange for this purpose.
- [YNC - Your New Chance](#) - is a new internet platform for students, jobseekers, teachers and employers. It offers orientation courses, language lessons, further training and job placement.
- The European Commission has launched the [Science4Refugees initiative](#) for refugee scientists and researchers. They will help you find suitable jobs.

### Looking for an apprenticeship

You can search for vacant apprenticeships on these job boards:

 [Job exchange of the Employment Agency](#)

Also available as a free app for [Android](#) and [iTunes](#)


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 [App AzubiWelt](#)

Free for [Android](#) and for [iPhone](#)

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 [Apprenticeship radar of the Chamber of Crafts \(HWK\)](#)

For skilled trades

Also available as a free app for [Android](#) or for [iPhone](#)

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 [Apprenticeship exchange of the Chamber of Industry and Commerce \(IHK\)](#)

For commercial and business/technical professions

## Continuing education

In Germany, there are many ways to continue your education – through “non-traditional education” – after completing your schooling. You can get general and school qualifications. There are day or evening courses, but also lessons from home (for example at a telecollege or a distance learning university). You can find more information about the second educational pathway on the website of the [second educational pathway school in the district Dahme-Spreewald](#).

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## Further education programmes offered by the adult education centres (vhs)

The vhs also offers many different training programmes, e.g. computer courses. You must pay for these courses yourself.

In the district Dahme-Spreewald there is one in two places vhs:

Adult education centre Dahme-Spreewald

Office **Lübben**

 [Logenstr. 17, 15907 Lübben \(Spreewald\)](#)

 [03546201060](#)

House of the VHS

 [Schulweg 1b, 15711 Königs Wusterhausen](#)

 [03375262500](#)

[@vhs@dahme-spreewald.de](mailto:vhs@dahme-spreewald.de)

Office hours:

Tuesday: 08:00 am - 6:00 pm

Thursday: 08:00-16:00

Additional appointments can be arranged.

## Other activities

**Volunteering** is a good way to learn German and support others in the process.

For example, you can get involved in the voluntary fire brigade or sports clubs.

You don't earn any money in an honorary position. But sometimes you get a small allowance.

The social welfare office must be informed of this.

An honorary position is not an employment relationship. No authorisation is required. However, the foreigners authority should always be informed.

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## Recognition of qualifications from your home country

Did you complete a qualification in your country or train in a profession?  
Would you like to study at a German university, work in the field you're trained in or attend school?

It is important to have your qualifications recognised in Germany.  
A recognition centre will check whether your qualification is equivalent to a German qualification.  
There are different types of recognition authorities for different qualifications. Use the [recognition finder](#) to find the office responsible for your request.

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

## Family

Children and families are under particular protection in Germany. This protection begins during pregnancy and continues until the child reaches the age of 18. Every child is protected from violence and neglect. In Germany beating children is forbidden. Public authorities make sure that children can grow up in safety.

### For matters relating to family and children, you should contact:

#### Office for Children, Youth and Families (Amt für Kinder, Jugend und Familie)

📍 [Beethovenweg 14, 15907 Lübben \(Spreewald\)/Lubin \(Błota\)](#)

☎ [03546201730](tel:03546201730)

📍 [Schulweg 1b, 15711 Königs Wusterhausen](#)

☎ [03375262653](tel:03375262653)

📍 [Brückenstraße 41, 15711 Königs Wusterhausen](#)

☎ [03375262653](tel:03375262653)

@ [jugendamt@dahme-spreewald.de](mailto:jugendamt@dahme-spreewald.de)

## Pregnancy

Expectant mothers in Germany enjoy special protection and are entitled to counselling, medical care and support. If you are pregnant, please consult a doctor first and have them carry out screenings. You will then receive a maternity pass that identifies you as an expectant mother and also contains important information about your state of health and that of your child. Please always carry the Mutterpass with you in case of emergencies. If you are an asylum seeker, notify your accommodation centre of the impending birth. They will check whether there is enough space in the accommodation for the child and will order a baby cot.

## Delivery and aftercare

Your gynaecologist will get you into a maternity clinic. In advance, ask for a midwife for post-natal care. You will receive a birth confirmation letter from the clinic.

Contacts to midwives in the district Dahme-Spreewald can be found [here](#).

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## Initial equipment

As an asylum seeker, you receive additional money and initial baby equipment from Social Services. Please contact your case worker as soon as you have received your maternity pass.

## Notifying the registry office

Newborn children must be reported to the Register Office (Standesamt) and the accommodation management. You must report the birth to the [registry office](#).

## Children and asylum procedure / Family asylum

With the notification of birth at the BAMF the asylum application is also deemed to have been filed for each unmarried minor child if he or she has not previously filed an asylum application. If the child of a foreigner enters the federal territory, this must be reported to the Federal Office immediately. It is sufficient for your child to be registered with the Foreigners' Registration Office. It then passes this on to the BAMF to the  
Once the BAMF has the registration information, it will consider the child's application for asylum filed.

## Advisory centres:

 [Pregnancy counselling](#)

## Childcare

It is important for children to learn the German language as quickly as possible and to get to know their new home. Attending a childcare centre supports this. Through contact with other children and language support, the children learn German quickly and well.

## Childcare centre

All children under the age of 3 can be enrolled in a crèche.

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## Kindergarten

All children over the age of 3 until they start school are looked after in the kindergarten. Here the children can learn the German language through play and discover new things. Kindergarten is a very important and good preparation for school.

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## After-school care

Schoolchildren can attend an after-school care centre after their lessons. Here the children can do their homework and play.

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## Homework supervision

In addition to the after-school care centres, some schools also offer homework supervision.

**Fees are** charged for childcare in day nurseries, kindergartens and crèches.

The social work staff will help you find a place in a childcare centre.  
You can find an **online overview of all services** [here](#).

## Family counselling and help

The many tasks in a family can be overwhelming. Raising children is not always easy either. This can quickly lead to problems in a family. Many parents feel tired and emotionally exhausted by the family. The **parenting and family counselling centres** can help in many situations. You can contact them. They will be happy to help and advise you.  
Lübben and the surrounding area

### Protestant Counselling Centre for Parenting and Family Lübben

[📍 Geschwister-Scholl-Str. 12, 15907 Lübben](#)  
[📞 035467169](tel:035467169) @ [erziehungsberatung@diakonie-luebben.de](mailto:erziehungsberatung@diakonie-luebben.de)

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Königs Wusterhausen and surrounding area

### Counselling centre for education and family Königs Wusterhausen

[📍 Schloßplatz 5, 15711 Königs Wusterhausen](#)  
[📞 03375211500](tel:03375211500) @ [efb-kw@diakoniewerk-simeon.de](mailto:efb-kw@diakoniewerk-simeon.de)

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### Bündnis für Familie Königs Wusterhausen

[📍 Bahnhofstraße 4, 15711 Königs Wusterhausen](#)  
[📞 03375294752](tel:03375294752)  
[@kq@bff-kw.de](mailto:kq@bff-kw.de)

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### SHIA e.V.

Self-help groups for single parents  
Brandenburg state association  
[📍 Bahnhofstraße 4, 15711 Königs Wusterhausen](#) [📞 03375294752](tel:03375294752)

[@post@shia-brandenburg.de](mailto:@post@shia-brandenburg.de)

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### Kindheit e.V.

[Freiheitsstraße 98, 15745 Wildau](#)  
[03375503721](tel:03375503721) @ [info@kindheitev.de](mailto:info@kindheitev.de)

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### Beratung für Familien von Kindern und Jugendlichen mit Behinderung

[Brückenstraße 41, Raum 231, 15711 Königs Wusterhausen](#)  
[+493375262330](tel:+493375262330) or  
[+493375262638](tel:+493375262638)  
[@verfahrenslotse@dahme-spreewald.de](mailto:@verfahrenslotse@dahme-spreewald.de)  
[Advice centre](#)

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### Health

County Dahme-Spreewald  
**Gesundheitsamt (Health Department)**

[Schulweg 1b, 15711 Königs Wusterhausen](#)  
[Beethovenweg 14, 15907 Lübben \(Spreewald\)/Lubin \(Błota\)](#)  
[03375262145](tel:03375262145)  
[@gesundheitsamt@dahme-spreewald.de](mailto:@gesundheitsamt@dahme-spreewald.de)  
[Health department](#)

### Emergency

You can go to hospital in an **acute emergency**. An acute emergency is when there is an acute health threat outside the opening hours of a doctor's surgery.

Outside of your doctor's surgery hours, you can contact the on-call service:

[116117](tel:116117)

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In the [medical on-call practice Königs Wusterhausen](#) and [Lübben](#) you will receive medical care for **acute**, but not life-threatening illnesses outside of normal surgery hours.

Medical on-call practice at Achenbach - hospital of the clinic Dahme - Spreewald  
Area of the emergency outpatient clinic

📍 [Köpenicker Straße 29 ,15711 Königs Wusterhausen](#)

Opening hours:

Monday, Tuesday, Thursday 7 pm to 10 pm

Wednesday, Friday 1 pm to 10 pm

Saturday, Sunday 8 am to 8 pm

Public holidays and 24.12. and 31.12. 8 a.m. to 8 p.m.

Medical on-call practice in the Spreewaldklinik Lübben

📍 [Schillerstraße 29, 15907 Lübben](#)

Opening hours:

Wednesday, Friday 3 pm to 7 pm

Saturday, Sunday 9 am to 7 pm

Public holidays and on 24.12. and 31.12. 9 am to 7 pm

## Emergency numbers

### Emergency numbers in Deutschland

There are two important emergency numbers in Germany: 110 and 112.

Both numbers are free of charge and can always be reached - even without credit on your mobile phone.

#### When do I call 110?

110 is the emergency number for the police.

You call 110 if you need help from the police. For example:

- If someone steals something
- If there is a burglary
- If someone is being threatened or injured
- If there is a dispute or a dangerous situation
- If you witness a hit-and-run accident

#### When do I call 112?

The 112 is for the fire brigade and the rescue service (ambulance).

You call 112 if there is a fire or if someone needs urgent medical assistance. For example:

- If there is a fire or there is smoke or a smell of gas
- If someone is unconscious
- If someone has difficulty breathing, severe pain or a serious injury
- If there is a serious accident

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## What is important to know?

- 110 and 112 are free of charge
- You can call them at any time, even at night and at weekends
- You don't need credit on your mobile phone

### If you are not sure:

- In case of fire or danger to life: Dial 112
- In case of crime or danger from other people: Dial 110

## Psychological problems

Do you have mental health problems? Would you like to talk to someone about it? Then you can go to a counselling centre. They will provide you with professional advice and help. In the district, the health authority is responsible for this. Your age does not matter. Counselling is available for people of all ages.

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You can find counselling for mental health problems at the public health department here:

 [Schulweg 1 b, 15711 Königs Wusterhausen](#)  [Beethovenweg 14, 15907 Lübben \(Spreewald\)](#)  
 [03375262145](tel:03375262145) @ g [esundheitsamt@dahme-spreewald.de](mailto:esundheitsamt@dahme-spreewald.de)

 [Flyer.Sozialpsychiatrischer.Dienst.KW.08.2025.pdf](#)

 [Flyer.Sozialpsychiatrischer.Dienst.LN.08.2025.pdf](#)


 [Flyer.Suchtberatung.LN.LC.pdf](#)

 [Health department](#)

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Weitere Beratung finden Sie hier:

### Lebenswelten e.V.

 Am Amtsgarten 6, 15711 Königs Wusterhausen

 [03375296989](tel:03375296989)

 [info@lebenswelten-kw.de](mailto:info@lebenswelten-kw.de)

You can find more information about the advice centre on the [website](#).

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## Help for psychological emergencies

## Help for psychological emergencies

### What can be signs of mental illness?

- You are not feeling well.
- You have worries.
- Bad memories or thoughts.
- You are homesick.
- You can't sleep.
- Your concentration is poor.
- You often have anxiety.

Mental illnesses are depression, anxiety disorders, addictions or trauma.

There is help!

There are specialised doctors for mental illnesses. Or a therapist.

You can also go to a migration counsellor. Some counsellors can also help you with psychological problems and trauma.

You will find offers on this page that you can contact directly now.

## Help any day and at any time

### Telefonseelsorge - Free help for everyone

The Telefonseelsorge is a free help centre at Deutschland. You can get help there if you:


- Are sad or lonely
- are afraid
- Have problems with your family
- Have lost your job
- Have other serious problems


Important: Help is free, anonymous and available around the clock. You can call, chat or email Telefonseelsorgen and be referred to a counselling centre.


### Telefonseelsorge Call us

Always available - 24 hours a day, 7 days a week

Telephone numbers (all three telephone numbers are from the telephone counselling service):

 [0800 111 01 11](tel:08001110111)

 [0800 111 02 22](tel:08001110222)

 [116 123](tel:116123)

All calls are free of charge.

You remain anonymous.

Even at night and at weekends.

## Chat with the telephone counselling service or write e-mails

If you don't want to call, you can also write. The telephone counselling service offers two options for written counselling:

Chat for immediate help

E-Mail for detailed conversations

Both services are free of charge and completely anonymous. You only need a E-Mail address to access them - your personal data remains protected. In the live chat, you can write directly to a counsellor and receive an immediate response. With E-Mail counselling, you can write in detail about your concerns and receive a personal response within 48 hours.

All messages are transmitted securely in encrypted form. You can find access to both services on the website [www.telefonseelsorge.de](http://www.telefonseelsorge.de).

## Multilingual counselling from Albatros gGmbH

The non-profit organisation Albatros gGmbH helps people in crisis. The help is fast, free and personal. Counselling is available in person in Berlin-Friedrichshain, online or by phone. 💡 If it is urgent, call one of the telephone numbers on the [Albatros.pdf flyer](#) directly.

### Mental help

- Help with crises or severe worries
- Help up to therapy
- Counselling for mental health problems

@E-mail: [counseling@albatros-bz.de](mailto:counseling@albatros-bz.de)

### Health counselling

- Questions about body and psyche
- Tips on prevention and stress

@E-mail: [gesundheit@albatros-bz.de](mailto:gesundheit@albatros-bz.de)

### Diagnostics

- Initial assessment
- Which help is right for you

@E-mail: [diagnostik@albatros-btz.de](mailto:diagnostik@albatros-btz.de)

### Contact:

📍 Address: Markgrafendamm 16, 10245 Berlin

Online: [Termine](#)

☎ Phone: [015780513508](tel:015780513508)

@E-mail: [abb@albatrosqgmbh.de](mailto:abb@albatrosqgmbh.de) (organisation, opening hours, directions)

## Healthcare system

You can find out more about healthcare in Germany [here](#).

You can find everything you need to know about health insurance [here](#).

## Doctors and hospital

### General practitioners

This doctor deals with mental and physical illnesses. They are also known as family doctors and provide primary care. Do you feel ill? Your family doctor is your first port of call. They will examine you and treat you. If necessary, they will refer you to a specialist.

Are you looking for a specialist? Your GP will advise you and refer you to a specialist.

You can find the GPs in the district on this [page on the web](#).

### Specialists and specialists

These doctors are experts in a particular medical field. For example, an ophthalmologist or an orthopaedist. You can make an appointment with a specialist after receiving a referral. Do you need an operation? The doctor will give you an overview of the costs. This must be authorised by your insurance company before the operation. Ask the social services. The insurance company will not cover the costs without authorisation. This also applies to psychotherapy treatments.

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


 [www.laek b.de](http://www.laekb.de)


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## Hospitals and clinics

Are you looking for a hospital? These facilities are available in the district:

### Achenbach Hospital


 [Köpenicker Straße 29, 15711 Königs Wusterhausen](#)

 [033752880](tel:033752880)

 [info@klinikum-ds.de](mailto:info@klinikum-ds.de)

### Spreewaldklinik Lübben

 [Schillerstraße 29, 15907 Lübben](#)

 [03546750](tel:03546750)



 [info@klinikum-ds.de](mailto:info@klinikum-ds.de)

 [www.klinikum-ds.de](http://www.klinikum-ds.de)





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### Asklepios Fachklinikum Lübben

 [Luckauer Straße 17, 15907 Lübben](#)




 [03546290](tel:03546290)  
 [luebben@asklepios.com](mailto:luebben@asklepios.com)

### Asklepios Fachklinikum Teupitz

 [Buchholzer Str. 21, 15755 Teupitz](#)  
 [033766660](tel:033766660)  
 [teupitz@asklepios.com](mailto:teupitz@asklepios.com)  
 [www.asklepios.com](http://www.asklepios.com)




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### Protestant Hospital Luckau GmbH

 [Berliner Straße 24, 15926 Luckau](#)  
 [035444580](tel:035444580)  
 [www.diakonissenhaus.de](http://www.diakonissenhaus.de)

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### Specialist clinic for orthopaedics and oncology

 [Postbautenstraße 50, 15907 Lübben](#)  
 [035462380](tel:035462380)  
 [www.rehazentrum.com](http://www.rehazentrum.com)

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### Psychosomatic Specialist Clinic Berlin-Brandenburg

 [Fontanestraße 5, 15749 Mittenwalde OT Motzen](#)  
 [033769860](tel:033769860)  
 [info@fontane-klinik.de](mailto:info@fontane-klinik.de)  
 [www.fontane-klinik.de](http://www.fontane-klinik.de)

### Medicines and pharmacies

Do you need medication? You can get it in pharmacies in Germany.

**Prescription drugs** can only be obtained from a doctor. He must write a prescription for them. If you hand in a prescription at a pharmacy, you will receive the drug that the doctor has prescribed. If a drug prescribed by a doctor is not in stock at the pharmacy, the pharmacy can usually obtain it within a few hours.

You can get **non-prescription medications** from the pharmacy without a prescription. You have to pay for these medications. For example, medications for colds and many painkillers are available without a prescription.

[Here](#) you will find a list of pharmacies in the district of Dahme - Spreewald .

### Everyday Life

You can find practical tips for everyday life on the following pages.

## Telephone and Internet

### Mobile phone

There are basically two different mobile phone contracts in Germany: Prepaid **contracts** and **fixed-term contracts**. The prepaid contract has no fixed contract term. A fixed-term contract has a minimum contract term. Cancellation must be made in writing and in due time. In contrast to a fixed-term contract, there is no basic fee and no minimum turnover for a prepaid contract.

#### 10 important questions for signing a contract:

- How high is the basic fee? Does the fee increase after a certain term?
- Is there a minimum monthly turnover?
- How long is the contract term (e.g. 12 or 24 months)?
- How long is the cancellation period?
- Are there fees for setting up, switching and cancelling?
- What time interval is used for billing (60/1, 10/10)?
- How much does a minute cost (external/own network)?
- What are the acquisition costs for a mobile phone with and without a contract?
- What does the Internet cost?
- What are the costs for calls abroad?

### Internet costs

Asylum seekers in shared accommodation have no legal right to Internet access in Germany. Therefore, WLAN is not available in all accommodation centres. In consultation with the accommodation management, Internet access can be set up for you for a fee.


### Driving licence


A driving licence can be very useful. Especially if you live in a village or a small, remote town. Often there are no public transport connections here. Then a driving licence is helpful. And buying a car is often necessary. Would you like to get a German driving licence? Or do you already have a driving licence from your home country? And would now like to transfer it? Conversion means that the driving licence is also valid in Germany. We provide you with this information on this page.


All questions relating to driving licences are dealt with at the Road Traffic Office.

County Dahme-Spreewald

Road traffic office

 [Fontaneplatz 10, 15711 Königs Wusterhausen](#)

 [03375262671](tel:03375262671)

 [03375262660](tel:03375262660)

[!\[\]\(5ac789ea00e5daf07fab2b24d5b0c2af\_img.jpg\) Weinbergstraße 1, 15907 Lübben \(Spreewald\)/Lubin \(Błota\)](https://www.landkreis-dahme-spreewald.de/Weinbergstra%C3%9Fe-1,15907-L%C3%BCbben-(Spreewald)/Lubin-(Błota))

[@strassenverkehrsamt@dahme-spreewald.de](mailto:strassenverkehrsamt@dahme-spreewald.de)

Further information on driving licences can be found [at !\[\]\(893d52cce811a7ca1eb69a477ec70132\_img.jpg\) here](#)

## **Banks and insurance**

### **Current account**

In order to be able to receive and transfer money, you need a bank account. You cannot sign contracts (e.g. a mobile phone contract) without a bank account. You must open a bank account. This type of account is called a checking account (Girokonto). You need to bring a personal identification card or other identification documents with you. A Giro account usually costs something.

With a bank/checking account, you can

Transfer money

Receive money

Use direct debiting (Lastschriftverfahren) (money is automatically debited)

Cash cheques

Pay for purchases using a card instead of cash (bills and coins)

Withdraw money at an ATM

Print your bank statements

### **Insurance**

Taking out personal liability insurance for yourself and your family/children is voluntary, but makes a lot of sense. In Germany, anyone who causes damage to another person is legally obliged to pay compensation: This applies to personal injury, damage to property and financial losses of a private nature – if you cause a traffic accident, for example, or your child accidentally breaks a window while playing with a ball. Your counsellor or support group can help you choose the right insurance.

## **Transport / mobility**

There are various ways in which you can get around the district Dahme-Spreewald and the surrounding area:


### **By bike**

If you are staying in a city or municipality for a longer period of time, it is worth buying your own bike. It is cheaper in the long run than travelling by bus or train.

Purchase and repairs

When purchasing a bike, make sure that it is safe to ride. Otherwise, you will have to pay a fine when subject to a police check.


A bicycle needs to have:

Front and rear lights  
Reflectors at the front and rear  
2 reflectors per tyre at the front and rear  
Bell  
Two independent brakes  
Important traffic rules for cyclists can be found  [here](#) (in various languages).

## By train or the S-Bahn

If you'd like to travel to another city, you can take a train there. You often have to take the bus or another train first and then change to a train.

You need to buy a ticket. You can buy a ticket at a machine at the railway station or ask an employee at the station.  
Keep in mind that there are different train lines. Not every ticket allows you to take any train. You can often recognise the different trains by their different numbers. Ask someone if you are not sure!  
Your ticket will be checked on the train by a guard. If you have no ticket or the wrong kind, you will have to pay a €60 fine.


 [Here](#) you will find an explanation of how to buy tickets at the ticket machine (in different languages).

## By bus

In the district Dahme-Spreewald there are many bus routes. You can use them to travel almost anywhere in the district at low cost.  
You get on a bus at a bus stop. You can recognise a bus stop from the sign with a yellow-and-green "H".  
You need to buy a bus ticket on the bus. You must always validate (stamp) the ticket. You do this on the bus at a ticket machine. If you do not stamp your ticket, it is not valid for travel. You may have your ticket checked on the bus. If this happens, please show the checker your stamped bus ticket. If you have no ticket, you will have to pay a €60 fine.

Here you can find the  [journey planner](#).

## By long-distance coach

If you want to travel to another city or country, you can travel by train or long-distance coach. The long-distance bus departs from the central bus station (ZOB) in Berlin, for example.  
You can buy tickets online at  [here](#).  
You can also buy a ticket from the bus driver, but only if there is still a seat available on the bus. If you buy your tickets online in advance, they are usually cheaper.

## By car

To be allowed to drive a car in Germany, you need a driver's licence. You must be at least 18 years old to drive a car by yourself. You must get a driving licence from a driving school. At driving school, you will complete a number of practice hours and take an exam at the end. The exam consists of a written part and a practical part (driving). You have to pay for the driving licence yourself. A driving licence usually costs between €1,500 and €2,000. The number of

practice hours you will need to complete depends on you. Even if you have already obtained a driving licence in your home country, you will have to take another test in Germany.

Driving schools in the county of Dahme-Spreewald can be found at [here](#).

## Sport/leisure/culture

Sport, leisure and culture are all things that people like to do to relax and have fun. All of these things are important for relaxing, gaining new experiences and socialising with other people. There are many different ways to play sports, organise your free time and engage with culture. Everyone can do what they like best.

At the Landkreis Dahme-Spreewald you have many different ways to spend your free time. You can find the programmes offered by the various clubs here.

### Sports and Exercise

Whether in the gym or in a club: There are various ways to do sport in your free time.

You can find an overview of all **sports clubs in the district** [here](#).

### Clubs

#### Clubs in the district of Dahme-Spreewald

[City of Lübben](#)

[City of Luckau](#)

[City of Königs Wusterhausen](#)

[City of Wildau](#)

[City of Mittenwalde](#)

[Municipality of Bestensee](#)

[Municipality of Eichwalde](#)

[Municipality of Heideblick](#)

[Municipality of Zeuthen](#)

[Municipality of Heidensee](#)

[Municipality of Märkische Heide](#)

[Municipality of Schönefeld](#)

[Municipality of Schulzendorf](#)

### Lakes and swimming pools

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## Lakes

The district of Dahme Spreewald has many lakes and swimming pools with various **bathing options**.

Numerous **water sports** can also be practised on the lakes. These include sailing, pedal boating and stand-up paddling.

If you are **unable** to swim, please refrain from swimming and water sports, otherwise there is a risk to your **life!**

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## Bathing spots in the LDS

- [Lake Briesen in Briesensee \(Neu Zauche\)](#)
  - [Groß Leuthener See in Groß Leuthen \(Märkische Heide\)](#)
  - [Large Körbiskruger clay lake in Bestensee](#)
  - [Heidesee in Halbe](#)
  - [Horst pond in Bornsdorf \(Heideblick\)](#)
  - [Kiessee II in Bestensee](#)
  - [Klein Köris Lake in Klein Köris \(Groß Köris\)](#)
  - [Lake Köthen in Köthen \(Märkisch Buchholz\)](#)
  - [Krimnicksee in Neue Mühle \(Königs Wusterhausen\)](#)
  - [Krossinsee in Wernsdorf \(Königs Wusterhausen\)](#)
  - [Krummer See in Krummensee \(Mittenwalde\)](#)
  - [Langer See in Dolgenbrodt \(Heidesee\)](#)
  - [Lake Miersdorf \(Zeuthen\)](#)
  - [Mochowsee in Lamsfeld \(Schwielochsee\)](#)
  - [Lake Neuendorf in Hohenbrück \(Märkische Heide\)](#)
  - [Lake Motzen in Motzen \(Mittenwalde\)](#)
  - [Lake Schwerin in Schwerin](#)
  - [Pätzer Vordersee in Pätz \(Bestensee\)](#)
  - [Schwielochsee in Jessern \(Schwielochsee\)](#)
  - [Schwielochsee in Goyatz \(Schwielochsee\)](#)
  - [Spree Lübben in Steinkirchen](#)
  - [Schwielochsee at the Zaue campsite \(Schwielochsee\)](#)
  - [SpreeLagoon in Lübben](#)
  - [Lake Teupitz in Teupitz](#)
  - [Lake Teupitz in Egsdorf \(southern shore\)](#)
  - [Todnitzsee in Bestensee](#)
  - [Clay lake in Klein Köris \(Groß Köris\)](#)
  - [Lake Wolzig in Kolberg \(Heidesee\)](#)
  - [Wolziger See in Wolzig \(Heidesee\)](#)
  - [Lake Zeuthen in Eichwalde](#)
  - [Ziestsee in Bindow \(Heidesee\)](#)
- [Luckau outdoor pool](#)

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## Swimming pools

## Wildorado

 [Jahnstraße 30, 15745 Wildau](#)

 [03375468990](tel:03375468990)

 [service@wildorado.de](mailto:service@wildorado.de)

 [wildorado](#) **Tropical Islands**

 [Tropical-Islands-Allee 1, 15910 Krausnick](#)

 [035477605050](tel:035477605050)

 [www.tropical-islands.de](http://www.tropical-islands.de)

## Culture

Culture is everything that a group of people have in common. This includes their habits, what they find important, their traditions and the art they create. Culture influences how people think, feel and interact with each other. It manifests itself in the language, religion, history, music and food of a community. Culture makes every society special and unique.

There are various cultural offerings in the district of Dahme-Spreewald. You can find a selection here:

 [Museums](#)

 [cinemas](#)

 [Aquamediale art festival](#)

 [Spectral](#)

 [Libraries](#)

 [Music schools](#)

You can find a selection of **current events** [here](#).


## Living


The following text has important information about housing.

### Housing search checklist

**Are you looking for a flat? Then think carefully beforehand about what you are looking for.**

The following questions, which you should answer before starting your search, will help you:

- Where should the flat be? Please note that your choice of location can have a significant impact on your chances of finding a flat.
- How high should the rent, service charges and deposit be? Please note that the amount of rent is limited if you are not working and are a customer of the job centre, see below under the following  [link](#)

- How many rooms should the flat have? How big should it be?
- What should be near the flat? Shopping facilities, bus and train, daycare centre and school?  
Take a close look at the [flats on offer at](#) .

### **Important: Who will pay my rent (Kosten der Unterkunft - KdU)?**

If you receive Bürgergeld or social benefits, the Jobcenter pays the "costs of accommodation and heating (KdU)".

This simply means that Jobcenter pays your rent and heating costs.






But: The Jobcenter only pays the costs if the flat is not too expensive. There are fixed rules as to how high the rent may be in Landkreis Dahme-Spreewald. This is called "reasonable costs". You can find more information on the assumption of costs by Jobcenter in the [information sheet Wohnungswechsel.pdf](#)

Important before signing:

- Do not sign a tenancy agreement before the Jobcenter has given its approval.
- First submit the rental offer to Jobcenter.
- You should only sign the contract once Jobcenter has confirmed the costs.

Here you can find the current rules on reasonable rental costs at Landkreis Dahme-Spreewald: [KDU 2025.pdf](#)

You will need the following documents to find accommodation:

- ID card, residence permit, fiction certificate and supplementary sheet to the residence permit or passport
- a current  [Meldebescheinigung](#)
- a current  [Schufa Auskunft](#) (Datenkopie nach Art. 15 DSGVO is free of charge and is usually sufficient)
- a current certificate that you have no rent debts (issued by the previous tenant)
- if you work, proof of income and the employment contract or
- the notice of approval for the Jobcenter benefits
- If it is social housing:  [Housing entitlement certificate](#) (WBS) for the state Brandenburg (can be obtained, for example, from the city  [Königs Wusterhausen](#) at the  [Bürgerservice](#) apply)

Search for suitable flats yourself on the Internet:



[www.immobilienscout24.de](http://www.immobilienscout24.de)



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



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



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



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



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



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



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

You can also register directly with various housing companies and be placed on a waiting list:

Wildauer Wohnungsbaugesellschaft mbH

[www.wiwo-wildau.de](http://www.wiwo-wildau.de)

Wohnungsgenossenschaft Königs Wusterhausen

[www.wg-kw.de](http://www.wg-kw.de)

Wohnungsbaugesellschaft WoBauGe KW

[www.wobauge-kw.de](http://www.wobauge-kw.de)

Gebäudewirtschaft Cottbus GmbH

[www.gwc-cottbus.de](http://www.gwc-cottbus.de)

Lübbener Wohnungsbau GmbH

[www.luebbener-wbg.de](http://www.luebbener-wbg.de)



With the kind support of

**Find flats**

Are you looking for a flat for you and your family? That's not always easy. Many people in the district are looking for a flat that they like and that they can afford. You have various options for looking for a flat.

You can search for a vacant flat on the following **pages on the Internet**:

- [www.immobilienscout24.de](http://www.immobilienscout24.de)
- [www.wohnungsboerse.net](http://www.wohnungsboerse.net)
- [www.immowelt.de](http://www.immowelt.de)
- [www.immonet.de](http://www.immonet.de)
- [kleinanzeigen.ebay.de](http://kleinanzeigen.ebay.de)

You can search for a vacant flat with these **housing associations**:

### **Lübbener Wohnungsbaugesellschaft LWG**

1. What kind of flat are you looking for? Under the following link you will find all [LWG flats](#)
2. You can find information on LWG new-build projects at [Neubau bei der LWG](#)
3. As soon as you have decided in favour of an application, fill out the [application form](#)
4. Another option is to call the flat search hotline at [03546274051](tel:03546274051)
5. If you have any further questions, send an e-mail to [@info@luebbener-wbg.de](mailto:info@luebbener-wbg.de) or fill out the [contact form](#)

[Bahnhofstraße 37, 15907 Lübben](#)

#### **Sprechzeiten:**

Dienstag: 9:00 - 12:00 und 13:00 - 17:00 Uhr

Donnerstag: 13:00 - 15:00 Uhr

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### **Wildauer Wohnungsbaugesellschaft WiWo**

1. What kind of flat are you looking for? Under the following link you will find all [flats of the WiWo](#)
2. As soon as you have decided on an application, send an [enquiry to](#)
3. If you have any further questions, please send an e-mail to [@zuhause@wiwo-wildau.de](mailto:@zuhause@wiwo-wildau.de) or call the following telephone number during office hours [0337551960](tel:0337551960)
4. You can find more information about WiWo at the following [link](#)

[Friedrich - Engels - Straße 40, 15745 Wildau](#)

#### **Sprechzeiten:**

Montag - Donnerstag

9:00 - 12:00 Uhr und

14:00 - 17:00 Uhr

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### **Wohnungsbaugesellschaft Bestensee TAG**

1. What kind of flat are you looking for? Under the following link you will find information on the [flats of Bestensee TAG](#)
2. You can then use the form at [to submit a flat request](#)

3. Another option is to call the hotline ☎ [0800 290 3000](tel:08002903000) or send an e-mail to @ [vermietung@tag-ag.com](mailto:vermietung@tag-ag.com)
4. 🌐 If you are unable to reach anyone by telephone, you can [arrange a call-back appointment](#) via the 🌐 [website](#)
5. There are no office hours. The hotline is available 24 hours a day. Appointments on site are by appointment.
6. If you have any further questions, please fill out the 🌐 [contact form](#)

📍 [Friedenstraße 22, 15741 Bestensee](#)

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### Wohnungsbaugesellschaft Königs Wusterhausen WobauGe

1. What kind of flat are you looking for? You can find [information on WobauGe's residential areas](#) at 🌐
2. You can find information on WobauGe's new-build projects at the following 🌐 [link](#)
3. To apply for flats, you must [register at](#) 🌐 [on the Immomio interest portal](#)
4. Available flats are displayed in an account according to your details
5. You will find online [tips for online registration](#)
6. If you have not received an offer after a long wait, you can arrange a personal appointment with the lettings department at ☎ [0337525900](tel:0337525900). You can find [further contact persons](#) on the WobauGe website.
7. As soon as you have found a flat, WobauGe will need from you
  - a completed self-disclosure form
  - 3 current proofs of income, your pension certificate or your notice of approval from the job centre or social welfare office
  - Confirmation from the current landlord that the rent has been paid on time and in full

📍 [Fontaneplatz 1, 15711 Königs Wusterhausen](#)

#### Geschäftszeiten:

Montag: 8:00 - 15:00 Uhr

Dienstag: 8:00 - 17:00 Uhr

Mittwoch: 8:00 - 15:00 Uhr

Donnerstag: 8:00 - 18:00 Uhr

Freitag: 8:00 - 13:00 Uhr

@ [vermietung@wobauge-kw.de](mailto:vermietung@wobauge-kw.de)

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### Wohnungsbau- und Verwaltungsgesellschaft Luckau

1. What kind of flat are you looking for? Under the following link you will find 🌐 [information on the residential areas](#)
2. Under the following link you will find the 🌐 [current flat offers](#)
3. If you are interested in a flat, please complete the 🌐 [interest form](#)
4. You can find more information about the Luckau housing construction and management company at the following 🌐 [link](#)

📍 [Hauptstraße 24, 15926 Luckau](#)

#### Sprechzeiten:

Dienstag: 9:00 - 12:00 Uhr, 13:00 - 17:30 Uhr

Donnerstag: 9:00 - 12:00 Uhr, 13:00 - 16:00 Uhr

☎ [0354450100](tel:0354450100)

@ [info@wobau-luckau.de](mailto:info@wobau-luckau.de)

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You **can** search for a vacant flat at these **housing associations** :

### **Wohnungsgenossenschaft Königs Wusterhausen**

1. What kind of flat are you looking for? Under the following link you will find the [co-operative's flats](#)
2. If you are interested in a flat, please complete the [enquiry form](#)
3. After making an appointment in advance at ☎ [0337524160](tel:0337524160), a personal meeting can take place on site
4. You can find an [overview of contact persons](#) online at 🌐
5. Further information on the Königs Wusterhausen housing association can be found at the following [link](#)

📍 [Heinrich - Heine - Straße 38a, 15711 Königs Wusterhausen](#)

#### **Sprechzeiten:**

Dienstag: 9:00 - 12:00 Uhr und 13:00 - 18:00 Uhr

Donnerstag: 9:00 - 12:00 Uhr

@ [info@wg-kw.de](mailto:info@wg-kw.de)

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### **Wohnungsgenossenschaft Wildau**

1. What kind of flat are you looking for? Under the following link you will find the [flats of the Wohnungsgenossenschaft Wildau](#)
2. Under the following link you will find the [current rental offers](#)
3. If you are interested in a flat, please fill out the [application form](#)
4. You can find more information about the housing association at the following [link](#)

📍 [Schillerallee 3, 15745 Wildau](#)

☎ [03375583270](tel:03375583270)

@ [info@wg-wildau.de](mailto:info@wg-wildau.de)

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#### **Important abbreviations:**

Whg. = flat, App. = flat, WG = shared flat, Zi. = room, ZKB = room-kitchen-bathroom, EG = ground floor, 1. OG = first floor, Wohnfl. = living space, DB/D`bad = shower room, EBK = fitted kitchen, teilmbf. = partly furnished, available immediately = immediately available, incl. = inclusive; MM = rent per month, NK = service charges, HK = heating costs, Kaut. = deposit

**Social flats** are flats for people with little money. Many people want to move into these flats, which is why there are special regulations. You also need a certificate of eligibility. It can take a long time to get a council flat. That's why you have to search the housing market intensively for a flat.

You can apply for a **housing entitlement certificate** at the [local authority or municipal administration](#) where you would like to live.

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## [Application for a certificate of eligibility](#)

### **Deposit, initial furnishing and redemption**

The deposit is a security for the landlord. The maximum amount for the deposit is 3 basic rents. If you move out of the flat, you will get the money back. Important: You must not leave any damage behind when you move out of the flat.

As soon as you are recognised as an **asylum seeker**, you must move out of the shared accommodation or decentralised accommodation. You must find your own flat. As long as you do not have a job and therefore do not earn any money, the job centre will pay your rent. However, only if you are in need of assistance. The Job Centre will only pay the rent if it is not too high. You can find the maximum rent limits here: [KDU 2025.pdf](#)

If you receive benefits from the Job Centre and would like to move or have found a new home, you must contact the Job Centre beforehand. The job centre must approve the move and the tenancy agreement before you sign the contract. This is very important. The job centre will check whether the rent is reasonable and whether the costs for the flat can be covered. The above-mentioned maximum limits for rent, operating and heating costs apply. The job centre also checks whether the move is necessary. Further information can be found in the [information sheet Wohnungswechsel.pdf](#).

If you sign a tenancy agreement without the Job Centre's consent, the rent may not be paid or only partially paid. Costs for the move or the rent deposit may then also be refused. To avoid problems, always speak to the job centre first before you move or sign a tenancy agreement.

If you want to move to Landkreis Dahme-Spreewald (LDS) from another Landkreis or from another federal state, the following applies: Before you move, the Jobcenter must check at Landkreis Dahme-Spreewald whether the rent for the new home is reasonable. This check is called an appropriateness check. Only when Jobcenter has approved the flat in Landkreis Dahme-Spreewald can you move - in consultation with your previous Jobcenter .

It is very difficult to find a flat in Landkreis Dahme-Spreewald. There are too few flats and most of them are very expensive. For this reason, recognised asylum seekers have so far been allowed to stay in their accommodation in exceptional cases and upon application until they have found a flat. However, you should still register as looking for accommodation.

The following points must be included in the tenancy agreement:

- The amount of the basic rent or also the rental costs for the living space per month.
- The ancillary costs or operating costs such as stairwell cleaning, rubbish charges, caretaker costs, cable connection.
- The heating costs. These are the costs for heating and hot water. Please note: electricity costs must always be paid by you!
- The size of the flat, the number of rooms, the address, the landlord.
- Is the rented flat social housing and do you need a certificate of eligibility (WBS)?

Many landlords also require the tenant to have liability insurance.

### **Moving to another shared accommodation**

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### **Important: Do you have a residence permit?**

- Then you must look for your own accommodation
- You may only stay in the shared accommodation in exceptional cases (for example: if you came to Germany via a Resettlement-Programm have come to Germany)
- You will regularly receive letters asking you to move out
- Respond to these letters
- Look for a flat with the help of the social workers in the shared accommodation centre
- If you can prove that you are looking for accommodation, the deadline can be extended

Are you still in the asylum procedure or have a tolerated stay and would like to move to another shared accommodation centre? Important: There is no automatic right to move.

### **A move is only possible for important reasons:**

#### 1. Work or training:

- Submit an employment contract
- Bring your work schedule
- Provide the address of the workplace
- Language and integration courses are not a reason for relocation

#### 2. health reasons:

- Submit a medical certificate from a specialist (not older than 6 months)
- The certificate must state
  - what complaints or diagnoses you have
  - what restrictions you have
  - what medical or health measures have already been taken
  - whether treatments are planned in the near future
  - what medication you are taking
  - What you need for your accommodation (for example: a flat on the ground floor)

#### 3. personal reasons:

- In case of separation
- Domestic violence
- In the event of conflicts

### **This is how the application works:**

1. Talk to the social workers in your accommodation first
2. If necessary, come to the consultation to find a solution for your situation
3. The following information should be included in the application:
  - Your justification
  - Your signature

- Your telephone number
- Your e-mail address
- All important documents for your application

This is how you or your social worker can submit the application on site:

Bring it to the appointment in person

Send it by post to

📍 Amt für Migration und Integration

Sachgebiet 56.3

Schulweg 1b

15711 Königs Wusterhausen

Send it by e-mail to [msa@dahme-spreewald.de](mailto:msa@dahme-spreewald.de)

### What happens next?

- Processing takes about 3-4 weeks
- The office checks where places are available
- You will receive a letter with suggestions
- You can view the accommodation
- You must inform the office of your decision
- If accepted: The new accommodation will give you a moving date
- If all proposals are rejected: The application is terminated

You can find further information at [Migrationssozialarbeit - Unterbringung](#)

### Complaints in the shared accommodation

Do you have a problem in your shared accommodation? Would you like to make a complaint?

Here's how to proceed:

#### Step 1: Talk to the social workers in your accommodation

- The social workers in your accommodation are best placed to know the situation on site. They can often help you directly.
- First try to solve the problem together.

#### Step 2: Contact the migration social workers from the district

- The problem could not be solved? Then you can contact the migration social workers from the district.
- They do not work in your accommodation. They work for the district in an administrative building.

#### How can you contact the migration social workers?


Option 1: Write an e-mail

- Write an e-mail to : [msa@dahme-spreewald.de](mailto:msa@dahme-spreewald.de)

- Describe your problem in the e-mail.


Option 2: Come to the consultation hour


- Come to the consultation hours at Lübben.

 Consultation hours at Lübben:

Tuesday: 9:00 to 12:00 and 13:00 to 18:00

Thursday: 8:00 to 12:00 and 13:00 to 16:00


 Address: Beethovenweg 14, 15907 Lübben

 Tip: Write an e-mail in advance. This will help you avoid waiting times. If necessary, you can also make an appointment at Königs Wusterhausen.

### Contact

 E-mail: [msa@dahme-spreewald.de](mailto:msa@dahme-spreewald.de)

 Phone Lübben: [03546 20-1688](tel:03546201688) or [03546 20-1956](tel:03546201956)

 Königs Wusterhausen: [03375 26-2168](tel:03375262168)

### Living guide

Have you rented a flat? Then there are many things you need to consider. You will find a lot of information in this flyer.

If you are not sure about some of the new things, please contact your landlord.

 [housing\\_guide\\_for\\_refugees\\_german\\_0.pdf](#).

 [housing\\_guide\\_for\\_refugees\\_english.pdf](#)

 [housing\\_guide\\_for\\_refugees\\_arabic.pdf](#)

 [housing\\_guide\\_for\\_refugees\\_farsi.pdf](#)

 [housing\\_guide\\_for\\_refugees\\_russian.pdf](#)

 [housing\\_guide\\_for\\_refugees\\_somali.pdf](#)

 [housing\\_guide\\_for\\_refugees\\_tigrinya.pdf](#)

 [housing\\_guide\\_for\\_refugees\\_urdu.pdf](#)

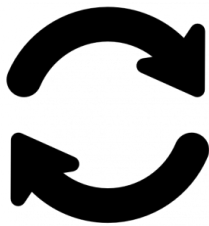
### Waste separation and recycling

Separating different types of waste is important for the environment – it allows the raw materials to be reused. Depending on what it is made of, you need to dispose of different types of waste in different ways.

Paper and cardboard go in the blue bin, organic waste (raw vegetables and fruit) in the brown bin and residual waste (e.g. leftover food, nappies and similar) in the black bin. Depending on the city or municipality, plastic goes into the yellow bags or yellow bins. Glass must be disposed of in special bins. Bring bulky household items or hazardous waste to a recycling collection site (Wertstoffhof).

You can find a detailed explanation of what goes in which bin [here](#) in various languages:

It is very important that you separate the rubbish properly and place the bins and bags in front of the house on the right days. If you do not, the waste disposal service will not take it with them and you will have to pay for a special pickup yourself.



## Living in Germany

If you would like to live in Germany permanently, it is important that you are familiar with the basic rules of living together. This is the only way to truly integrate successfully. You can find important information about this on the following pages.

### Politics and society

**In Germany, we have a Basic Constitutional Law (Grundgesetz).** Every person has to respect it. Here you will find information on the Basic Law in Germany:

[German](#)

[Arabic](#)

[Turkish](#)

One section of the constitution is the 19 [basic rights](#). Fundamental rights in Germany include, for example, equal rights for men and women, the secrecy of correspondence, the right to life and 16 other rights. Every person in Germany has these rights.

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**Germany is a democratic state.** Translated literally, the word “democracy” means “rule of the people”. In Germany, citizens aged 18 and over can exercise this right indirectly by voting for politicians who will represent their interests. Germany is governed by the Federal Government with the Federal Ministers and currently the Federal Chancellor Olaf Scholz at the top. The Federal Chancellor is the most politically powerful person in Germany. It is elected by the Bundestag and determines the federal ministers as well as the policy guidelines of the German Federal Government. The head of state is the president. The current Federal President is Frank-Walter Steinmeier.

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**Germany is a federal state** consisting of 16 federal states. Each federal state has its own regional government and capital. The state capital of Brandenburg is Potsdam. The federal government is responsible for issues that affect the whole country, such as defence and international policy. The state governments are responsible for things such as schools, universities and the police.

Every city or village elects its own political representatives. These people are known as city or municipal councillors. They are led by a mayor. Counties such as Dahme-Spreewald also have a district administrator and a district council that are responsible for the entire district. Our district

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administrator is called Sven Herzberger.

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**Germany is a welfare state.** This means In principle, all citizens should provide for their own livelihood through work. However, the state helps people who cannot or can only partially secure their livelihood themselves.

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[Here](#) you will find various explanatory videos about the **German legal system** in different languages.

## Equal rights

The topic of **equal rights** is very important in Germany. Here in Germany, men and women have the same rights! Women and men work and provide for the family. Men can take parental leave and stay home for a period of time to take care of their children. Every person is allowed to go where they want on their own and take part in social life.

In this video, the topic of equal rights is explained in in [German](#), [English](#) and [Arabic](#).

## Support groups

There are volunteer supporters for migrants in many places in the district of Dahme - Spreewald. They want to help you integrate in the district. They accompany you to the authorities and help you read letters and fill out forms. Many also help with learning the German language and offer regular lessons.

If you would also like to help on a voluntary basis, you can get in touch with the [Commissioner for Migration and Integration](#) or contact a helper group directly.

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## VHS - Volunteer portal

The portal for volunteers helping refugees offers information and materials for working with refugees. There you will find important information to help you support refugees.

<https://vhs-ehrenamtsportal.de>

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## Volunteer support services

### Initiative Willkommen in KW

#### Speaking café

The Sprechcafe meets every Thursday from 3 - 6 pm in the community centre Hanns Eisler.

📍 [Eichenallee 12, 15711 Königs Wusterhausen](#)

@[willkommen-in-kw@web.de](mailto:willkommen-in-kw@web.de)

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### Initiative WIND

Der **Quasselclub** in Zeuthen trifft sich immer Wednesdays from 6.30 pm.

📍 [Forstweg 30 in Zeuthen](#)

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[@kontakt@wind-hilft.de](mailto:@kontakt@wind-hilft.de)

[www.wind-hilft.de](http://www.wind-hilft.de)

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### Initiative Neue Nachbarn Wildau

The [Repaircafé](#) invites you every last Sunday of the month from 3 - 6 pm. Volunteers are on hand to offer advice and help with all kinds of repairs free of charge. Tools and materials are available to work with.

AWO Treff

[Karl - Marx - Straße 123 in Wildau](#)

[@kontakt@repaircafe-wildau.de](mailto:@kontakt@repaircafe-wildau.de)

[0151 22037489](tel:015122037489)

<http://neue-nachbarn-wildau.de/>

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### Quartier\*53 - Luckau

The clothing store is always open on Tuesdays and Thursdays from 3.00 - 5.00 pm.

[Lindenstraße 66, 15926 Luckau](#)

Consultations are always possible on Tuesdays from 5.00 pm.

Quartier\*53

[Am Mühlberg 53, 15926 Luckau](#)

Only by appointment in advance!

[@info@mensch-luckau.de](mailto:@info@mensch-luckau.de)

[www.mensch-luckau.de](http://www.mensch-luckau.de)

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### Support group for refugees - Wernsdorf und Wildau

Every fortnight on Thursdays, 3.00 - 5.30 p.m. Play and creative activities outside the hall of residence Wildau.

[@derunterstuetzterkreis@gmx.de](mailto:@derunterstuetzterkreis@gmx.de)

[01624665582](tel:01624665582)

We meet every Monday to play, meet each other and learn German.

[in the rooms of the church parish Eichwalde](#)

<https://www.neukoelln-evangelisch.de>

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### Freiwilligenzentrum in Königs Wusterhausen

The Freiwilligenzentrum in Königs Wusterhausen provides information and advice on volunteering opportunities and offers a range of support services.

[Bahnhofstraße 4, 15711 Königs Wusterhausen](#)


[Mrs Heide Michaelis](#)

[03375213364](tel:03375213364)

[Wednesdays from 9.00 a.m. to 12.00 p.m. and by appointment](#)

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## WELTLADEN Lübben

Meeting place with **consultation café** and a range of fair trade products. There are weekly meetings. Anyone who would like to play together, do handicrafts or socialise is welcome. 

Wednesday - Friday 10.00 - 18.00


Saturday 10.00 - 13.00  [Poststr. 3a, 15907 Lübben \(Spreewald\)](#)

## Online services

You need an appointment for many consultations. You can often book this appointment  [online](#) book.

You often need one or more forms for the appointment. You can also find many forms online.

Do you already know which authority you need to visit? On this page you will find a list with the relevant links.

You can make appointments there, fill in forms online and submit applications. If you don't know where to go or what you need to do, make an appointment  [Termin](#) at the



[Welcome Center](#).

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## Foreigners' Registration Office

You can submit or complete the following applications online at  [Online applications](#):

Residence permit:

- for training
- for gainful employment
- for family reunification

There are also

- the application for an accelerated procedure for skilled workers
- the amendment of the ancillary provisions under residence law. These are additional rules for residence.
- the application for a settlement permit.
- the residence of citizens from the European Economic Area and the European Union. This also applies to their families.
- You can find the application for [naturalisation](#) here.

You can request appointments for the following consultations online at  [Termine](#):


- for permission of residence and toleration
- for permission to stay

- for authorisation to settle
- Freedom of movement for EU citizens
- for the free movement of British citizens and citizens from Switzerland
- to the declaration of commitment
- to collect residence permits

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## Job centre and employment agency




### Jobcenter:

Via the  [Internetseite](#) you can submit the following applications online:

- to **apply for** citizen's allowance online
- to **extend** citizen's allowance online
- to notify changes online
- to use the post box service


You can make an [appointment](#) at the job centre at .

### Agentur für Arbeit:

At Agentur für Arbeit you can deal with many matters [online at](#) , e.g. registering as unemployed, applying for unemployment benefit, uploading documents or making appointments. With eServices you can deal with your concerns easily, quickly and securely. To do this, you need to create an  [account](#). If you do not know how to register via Bund-ID, you will find an explanation of how to do this under the following link  [Bund-ID](#).

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## Vehicle registration authority

You can make appointments online for these topics at  [appointments](#):

- for the new registration of vehicles
- for re-registration with change of keeper
- for re-registration without change of keeper from other districts
- for re-registration with change of keeper
- for re-registration without change of keeper
- for technical modifications and registration of a vehicle
- for the issue of replacement documents
- for re-labelling
- for the immobilisation of vehicles
- for changes of address or name

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Haven't found the right form here? You can find more applications and forms from the district here: [Forms](#)