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## Life, residence and legal matters

### Authorities and offices

#### Immigration office

Every foreign person travelling to Germany from abroad in order to live and work there requires a residence permit. The foreigners authority (Ausländerbehörde) is the first port of call for foreigners travelling to Germany.

The Foreigners' Registration Office 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.

Anyone coming to Germany can seek advice from the Foreigners' Registration Office. There are many legal questions regarding residence in Germany. Decisions are made according to residence law.

You will be advised on these issues by the staff at the Foreigners' Registration Office:

- Permission to stay
- toleration (Duldung)
- Residence permit
- Title for permanent residence (Niederlassungserlaubnis)
- Permission to work
- Questions about changing your place of residence (Wohnsitzauflage)
- Residence for relatives and family of EU citizens
- Travel documents for refugees and stateless persons

#### Ausländerbehörde Landkreis Heidekreis

📍 [Vogteistraße 19, 29683 Bad Fallingbommel](#)

☎ [+49 \(0\) 5162970333](tel:+4905162970333)

@ [ZPK-Auslaenderbehoerde@heidekreis.de](mailto:ZPK-Auslaenderbehoerde@heidekreis.de)

🕒 Monday to Thursday from 08.00 - 12.00

#### Appointments only possible!

#### Agentur für Arbeit (Employment Agency)

The employment agency (Agentur für Arbeit) is responsible for everything to do with employment. Are you looking for a job? Do you need help choosing a career? Would you like to have your qualifications recognised? Then talk to the Agentur für Arbeit (Employment Agency).

#### Is your asylum procedure still ongoing? Or are you tolerated?

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Then you should go to the Employment Agency. The employment agency helps:

- for questions about the transition between school and work (career counselling)
- it places you in work
- she advises you on further vocational training

## Agentur für Arbeit

📍 [Feldstraße 7-9, 29614 Soltau](#)

📍 [Benzer Straße 69, 29664 Walsrode](#)

🌐 <https://www.arbeitsagentur.de/>

## Are you recognised?

Then the [job centre](#) (Jobcenter) is your contact point. They advise and place you in the labour market.

Contact persons are available at the [town hall](#) of your local authority to provide you with benefits for living expenses. If you have any questions, please do not hesitate to contact them.

## Embassy and consulate

### What is an embassy?

An **embassy** is the diplomatic representation of a state abroad. It is always located at the seat of government of the host state. It ensures co-operation between its own and the host state. For example, on a political, economic and cultural level.

### What is a consulate?

A **consulate** organises the state administration of a country abroad. It is also the point of contact for citizens who are in the host country. For example, you can apply for a visa to travel to a host country there.

The tasks of a consulate are

- issuing and renewing passports
- notifying the home country of births, deaths, marriages, divorces and adoptions
- informing compatriots abroad about social insurance schemes
- organising the military situation of conscripts living abroad
- Help with financial crises and other emergencies
- issuing visas for entry into the country. And the provision of information on entry, residence and working conditions
- looking after their own compatriots in prison. And also the monitoring of court proceedings for the rule of law

Do you want to find a consulate near you? [Here](#) you will find the consulates in Lower Saxony.

You [will find](#) the addresses of all representations of other countries in Germany [here](#).

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## Residents' registration office (Einwohnermeldeamt)

Everyone who comes to Germany and wants to stay for longer than three months must register their residential address with the public authorities within two weeks. Are you moving from one place in Germany to another? You must then inform the authorities of your new address.

**Note:** This registration has nothing to do with the registration as an asylum seeker or the registration with the foreigners authority. You must do those things separately. You can find out how to register as a refugee in the chapter on [the asylum procedure](#)

## Who has to register, and where?

All people who move to Germany or relocate within Germany must register or re-register at the Residents' Registration Office (Einwohnermeldeamt) at the [town hall](#). You must register within two weeks of moving to a new place. If you register too late, or don't register at all, You may have to pay a fine.

When you register, you will receive a "Amtliche Meldebestätigung". Keep this document in a safe place. This document proves that you have registered in a district or a town/city in Germany, even if you don't have your ID card. It proves that this is where you live.

## What do I need to bring with me to my registration appointment?

You can register in person at the residents' registration office or citizens' office in the town hall where you live. You can find the address of your residents' registration office [here](#)

You must bring your ID (e.g. your identity card, residence permit, residence document) with you when you register. Do you have a passport? Or passport replacement documents? Then bring them with you as well. You must also fill out a registration form. You will get this form at the residents' registration office.

In some cities and municipalities, you also need a so-called rental certificate for registration. This is a document in which your landlord or landlady confirms that you are renting their flat. In some cases, you may also need your birth certificate or marriage certificate in order to register. If you have these documents, please bring them with you to the registration as a precaution.

## Job centre

Are you unemployed? Do you need help? The job centre (Jobcenter) pays financial benefits. It will also place you in work and training. This depends on your individual needs. Among other things, the job centre will enable you to take part in a language course. It will refer you to a careers counselling service. Or it can help you get your certificates recognised. Would you like to work? Then you will find information and counselling here.

## What do you have to do first?

- You must first [apply for a citizen's allowance](#) at the social welfare office in the town hall.
- Once the application has been approved, you will automatically receive an appointment at the JobCentre.

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## **Important:**

- Job Centre staff are not allowed to pass on any information about customers.
- Do you have a volunteer to accompany you? Then you must give them a power of attorney. This must be completed in full and signed by both parties.
- Is your asylum application still pending? Or your application has been rejected? Then the [Federal Employment Agency](#) is responsible for matters relating to employment promotion.

## **Steps after a positive decision**

You have received a positive decision from the Federal Office for Migration and Refugees (BAMF) . This means that the asylum procedure has been successfully completed. You are recognised as entitled to asylum. Or you have been granted refugee protection. These are your next steps:

### **1. personal interview**

- You must go to the job centre during opening hours
- You will be registered as a customer there
- Your background will be recorded
- A counselling appointment will be arranged with the benefits department. An appointment will be made with the job centre
- You will be registered as a jobseeker

### **2. benefits department**

**Important:** There is no counselling without an appointment.

- You can apply for benefits. You need an appointment for this. The person responsible for you will then help you.

### **3. job centre**

 **Important! There is no counselling without an appointment.**

- Have you already attended an integration course? Bring your certificate with you. If not, bring your commitment to the course.
- Do you have documents relating to school attendance or training? Do you have job references? Have your foreign qualifications been recognised? Please bring these with you.
- Tell us about any special skills you have (e.g. manual skills, language skills and other skills).
- Think about which area of work you are interested in before the appointment.

## **Job centre at Landkreis Heidekreis**

Contact persons are available at the [town hall](#) of your local authority for benefits for living expenses. If you have any questions, please do not hesitate to contact them.

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On the [JobZentrale](#) website you will find job vacancies and training places in the region.

**For job placement, please contact the following branch offices:**

📍 [Winsener Straße 34a, 29614 Soltau](#)  
☎ [+49 \(0\) 51629709280](#)

📍 [Moorstraße 16-18, 29664 Walsrode](#)  
☎ [+49 \(0\) 51629709210](#)

🕒 Opening hours of Jobcenter:  
Monday to Friday 8:00 - 12:00  
Tuesday and Thursday 14:00 - 16:00

**Youth welfare office**

The youth welfare office (Jugendamt) supports parents in bringing up children and young people. Anyone can contact the Youth Welfare Office. Counselling is free of charge. Are you a child? Are you a teenager or young person? Do you have problems? Then you can contact the Youth Welfare Office.

[Children's rights](#) are important. Every child deserves to be respected and loved. Do you have a child? Then bring it up in accordance with children's rights. This is important for the well-being of your child.

**Areas of responsibility:**

- Supporting young people in their social development
- Advise parents on parenting
- Protecting children and young people
- Creating positive conditions for young people and families
- Avoiding and breaking down barriers

Unaccompanied refugee minors are also subject to youth welfare law.

**Jugendamt**

📍 [Vogteistraße 19, 29683 Bad Fallingbostel](#)  
☎ [+49 \(0\) 51629700](#)  
✉ [@info@heidekreis.de](mailto:info@heidekreis.de)

**Public Health Department (Gesundheitsamt)**

The public health department (Gesundheitsamt) is part of the healthcare system in Germany. One of its jobs, for example, is to protect the public from infectious diseases. And to promote good hygiene in organisations. These can be hospitals and care providers. Or restaurants and cafés. Would you like to work in a restaurant? Then you will need to be trained in how to prevent infections. But the Public Health Department has other responsibilities too. It advises on AIDS. And it focuses on medical services. In schools, the public health department provides information on how to prevent diseases. And in general, it informs the population about health

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risks.

## **Gesundheitsamt in the Landkreis Heidekreis**

📍 [Dierkingstraße 19, 29664 Walsrode](#)

☎ [+49 \(0\) 51629709110](#)

### **Social Welfare Office (Sozialamt)**

## **Social assistance (Sozialhilfe) according to the SGBXII**

An accident, an illness, the death of a partner, unemployment or insufficient income. Everyone can find themselves in distress. Then, under certain conditions, you can receive social assistance.

Social welfare is not a handout, but a right guaranteed by law. However, this only applies if you cannot help yourself and no one else can help you. It doesn't matter what got you into trouble.

### **Social assistance comes in various forms:**

- in the form of money
- as a benefit in kind
- as personal assistance, for example in obtaining a flat or a place in a home through counselling and support

### **Social assistance is divided into**

- Help with living costs
- Basic income support for the elderly and in the event of reduced earning capacity
- Health support
- Help with care
- Help in overcoming particular social difficulties
- Help in other life situations

## **Citizen's income (Bürgergeld) according to the SGB II**

Citizen's income is a benefit provided by the welfare state for people who are able to work. If you are unable to cover your living expenses from your own income or assets, you can apply for a citizen's allowance. Since May 2023, citizens have been able to submit their initial application for citizen's allowance online via the [Heidekreis service portal](#).

The Citizen's Income provides you with the emergency needs for

- Food
- Clothing
- Flat and
- emergency medical care.

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It enables you to participate in cultural and social life.

If you receive a citizen's allowance, you must play an active role in ensuring that you can stand on your own two feet again as quickly as possible. The [job centres](#) will support you in this.

**Please note:** The citizen's allowance is only paid on application.

**The Social Welfare Office is also your contact for the following topics:**

- First equipment for babies
- School supplies for children
- Money for train tickets to interview appointments
- Sickness certificates
- Authorisation for operations and other medical measures
- [Education and participation package](#) (BuT)
- Activity programme and employment programme
- Applications for redistribution
- Exemption from compulsory residence

You can find the social welfare office responsible for you at the [town hall](#) in your place of residence.

### **Standesamt (Registry Office)**

The registry office (Standesamt) has many tasks. Have you had a baby? Then you must register the birth with the Standesamt. The registry office will issue a birth certificate for your child. Would you like to get married? Then the Standesamt will register your marriage.

### **The tasks at a glance**

- Certifying births and deaths
- Registering marriages and civil partnerships
- Acknowledging withdrawals from churches
- Legally changing names
- Issuing documents (birth certificates, death certificates, marriage certificates)

You can find your local registry office at the [town hall](#) in your place of residence.

### **Your contact persons at the Foreigners' Registration Office**

Please remember: You must always make an appointment in advance.  
The best way to make an appointment is to call ☎ [+49 \(0\) 5162970333](tel:+4905162970333)

Please remember to make the appointment well in advance.

💡 You must also make an appointment in advance for declarations of commitment (invitations from visitors).



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You can find your contact persons at the Foreigners' Registration Office here:

## **Foreigners and asylum matters**

### **Frau C. Rockmann | Buchstabe A - Als**

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

✉ [@c.rockmann@heidekreis.de](mailto:c.rockmann@heidekreis.de)

☎ [+495162970310](tel:+495162970310)

### **Herr S. Bogusch | Buchstabe Alt - C**

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

✉ [@s.bogusch@heidekreis.de](mailto:s.bogusch@heidekreis.de)

☎ [+495162970412](tel:+495162970412)

### **Frau M. Getter | Buchstabe D - Haw**

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

✉ [@m.getter@heidekreis.de](mailto:m.getter@heidekreis.de)

☎ [+495162970470](tel:+495162970470)

### **Frau V. Schimmelpfennig | Buchstabe Hax - Ko**

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

✉ [@v.schimmelpfennig@heidekreis.de](mailto:v.schimmelpfennig@heidekreis.de)

☎ [+495162970503](tel:+495162970503)

### **Frau A. Lehmann | Buchstabe Kr - Ma**

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

✉ [@a.lehmann@heidekreis.de](mailto:a.lehmann@heidekreis.de)

☎ [+495162970433](tel:+495162970433)

### **Frau S. Jipp | Buchstabe Mb - Nh**

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

✉ [@s.jipp@heidekreis.de](mailto:s.jipp@heidekreis.de)

☎ [+495162970431](tel:+495162970431)

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**Frau N. Niehoff | Buchstabe Ni - Rd**

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

@[n.niehoff@heidekreis.de](mailto:n.niehoff@heidekreis.de)

☎ [+495162970415](tel:+495162970415)

**Frau J. Wagner | Buchstabe Re - S**

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

☎ [+49 \(0\) 5162970258](tel:+49(0)5162970258)

**Frau L. Hebenbrock | Buchstabe T - Z**

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

@[l.hebenbrock@heidekreis.de](mailto:l.hebenbrock@heidekreis.de)

☎ [+495162970341](tel:+495162970341)

**Nationals from the European Union, voluntary departure and declarations of commitment**

**Frau Y. Röbbert | Alle Buchstaben**

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

@[y.roebbert@heidekreis.de](mailto:y.roebbert@heidekreis.de)

☎ [+495162970219](tel:+495162970219)

**Frau K. Graber | Alle Buchstaben**

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

@[k.graber@heidekreis.de](mailto:k.graber@heidekreis.de)

☎ [+49 \(0\) 5162970344](tel:+49(0)5162970344)

**General aliens law**

**Frau M. Ruc | Buchstabe A - H**

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

@[m.ruc@heidekreis.de](mailto:m.ruc@heidekreis.de)

☎ [+495162970423](tel:+495162970423)

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## Herr P. Stahnsdorff | Buchstabe I - R

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

@[p.stahnsdorff@heidekreis.de](mailto:p.stahnsdorff@heidekreis.de)

☎ [+495162970472](tel:+495162970472)

## N.N. | Buchstabe S - Z

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

☎ [+495162970333](tel:+495162970333)

## The asylum process

### General information on the procedure

Are you registered in Germany? What happens next? The Federal Office for Migration and Refugees (BAMF) has compiled a lot of information for you [here](#).

The next steps are explained here:

### 1. Personal application for asylum

You apply for asylum at the BAMF.

Important: Only you can submit your application in person; you cannot send it by post. You will receive the date and the responsible BAMF office with your proof of arrival.

### 2. First interview appointment (asylum application)

Go a few days before your 1st Appointment (asylum application, 1st Interview date) or your 2nd Appointment (hearing, 2nd Interview appointment) with your documents to the [Social Welfare Office](#) employee responsible for you. You can also contact a [migration advice centre](#). When you receive your 1st Interview at the BAMF, please remember to bring enough food and drink with you. There may be long waiting times.

As long as you are in the asylum procedure, you will receive a residence permit (Aufenthaltsgestattung).

### 3. Personal hearing

The 2nd Interview date is the hearing itself. The BAMF will decide on your asylum application after the interview. The BAMF will send you a notification of the decision. Show the notification to the responsible employee at the [social welfare office](#). You can also contact a migration advice centre. You will be told what the BAMF has decided and what steps you can now take.

### Video - Asylum procedure: Rights and obligations

What rights and obligations do you have during the asylum procedure?  
Which documents do you have to present?

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What is the Dublin check?

What is important if you change your place of residence?

When you apply for asylum, you will receive written instructions. This is required by law.

The film "**Information on the asylum procedure: Your rights and obligations**" is a visual supplement to this.

The film is available in the following language versions:

- [German](#)
- [Albanian](#)
- [Arabic](#)
- [English, French](#)
- [French, German](#)
- [Persian](#)

### **Temporary Residence Permit (Aufenthaltsgestattung)**

You have applied for asylum. You will then receive an ID card. This permit is called a residence permit (Aufenthaltsgestattung). It is valid until a decision is made on your asylum application. The validity is limited in time. An extension is possible and must be applied for at the [foreigners authority](#).

The card contains the following information:

- whether and where you are allowed to work
- where you have to live and
- where you are allowed to stay

### **Benefits under the Asylum Seekers Benefits Act (AsylbLG)**

#### **Benefits under the AsylbLG you receive if:**

- You do not have a residence permit
- You are in possession of a residence permit (Aufenthaltsgestattung) or tolerated stay (Duldung) are
- You have no income or assets
- You earn too little money and need support to cover your living expenses

#### **You receive:**

- Money for daily needs for food, clothing and hygiene (standard requirements)
- Money for rent or accommodation (accommodation costs)
- you are covered in the event of illness
- Initial equipment for the flat
- Initial equipment for newborns
- Benefits for the education and participation of their children

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You can find help or support from your [Sozialamt](#) at your place of residence.

## Work permit

You would like to work and are still in the asylum procedure. You have a residence permit (Aufenthaltsgestattung) or a proof of arrival (Ankunftsnachweis)?

Then you can apply for a work permit after 3 months of residence in Germany. Self-employment is not permitted.

**Note:** You must apply for a permit **before** you start working. You submit the application to the [foreigners authority](#) (Ausländerbehörde). You must complete the application for authorisation for employment yourself. The authorisation to work is only valid for this one job.

**No work permit** will be issued if:

- Your application for asylum has been rejected because you have EU-You have already applied for asylum in another country or
- if you come from a safe country of origin and your asylum application submitted after 31 August 2015 was rejected.

Safe countries of origin are:

- all member states of the EU
- Albania
- Bosnia and Herzegovina
- Georgia
- Ghana
- Kosovo
- Macedonia
- Montenegro
- Republic of Moldova
- Senegal and
- Serbia

**Please note:** Remember, the work permit is only valid for the job you have applied for. The employer must fill out a form beforehand. You must submit the Application for permission to work fill in.

## Residence requirement (Wohnsitzauflage)

A residence requirement (Wohnsitzauflage) means: You must live in a certain place or in a certain flat. You are then not allowed to simply move. You must submit a request for this.

The residence requirement can be cancelled if you move to another location:

- can start vocational training or a degree programme
- can take up an employment relationship subject to social security contributions
- the expected permanent workplace is far away from your current place of residence

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The application for cancellation of the residence requirement can also be submitted in the case of temporary employment.

**Please note, however:**

- the employment must last longer than 3 months
- they must work at least 15 hours a week
- the net income must be above the standard rate for accommodation and heating of the SGBII be higher.

**Amendment of the residence requirement and cancellation of the residence requirement:**

- you must submit the application to the [foreigners authority](#) (Ausländerbehörde) submit
- the foreigners authority at the desired place of relocation must give its consent

**Note:** Do not sign the tenancy agreement until you have received approval!

**Change of residence due to redistribution request**

The application for redistribution (Umverteilung) must be submitted to the [foreigners authority](#) at your current place of residence. The foreigners authority at the new place of residence must give its consent.

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

- den ausgefüllten 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 social welfare office (Sozialamt) that there are no rent arrears or outstanding debts. This only applies to flats that are let on a communal basis
- the tenancy agreement for the new flat with ancillary costs, or
- a certificate from the landlord or landlady confirming the total costs of the new flat.

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

**Identity clarification**

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 [foreigners authority](#) (Ausländerbehörde) can be taken into account when it comes to decisions under immigration law.

The foreigners authority must know

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

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

### **Duty to co-operate**

You are obliged:

- provide required information orally and, upon request, also in writing
- To present, hand over and surrender your passport or passport replacement to the public authorities
- to submit, hand over and surrender all necessary certificates and documents to the authority. For example, visas issued by other countries, residence permits, airline tickets, driving licences, birth certificates, military service passports, marriage certificates and references.

### **Important notes:**

- Hand over to the Foreigners' Registration Office or the Federal Office for Migration and Refugees (BAMF) all documents relating to your identity. Ask the authorities to make a copy of your documents and confirm the submission in writing
- Get in touch with 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 evidence of this
- 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 foreigners authority cannot require you to obtain a passport if your asylum procedure has not yet been completed. However, a passport is still required. It can be fulfilled by possession of a replacement identity card (§ 3 AufenthG).

### **Decision of the BAMF**

### **Decision on the asylum application**

The Federal Office for Migration and Refugees (BAMF) examines all statements, information and evidence after the personal interview. It is then checked whether one of the four forms of protection exists on the basis of the Asylum Act:

- Entitlement to asylum

- 
- Protection of refugees
  - subsidiary protection
  - Deportation ban

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

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

- the person who submitted the application or
- to persons by whom you were represented in these proceedings. This could be the lawyer, for example
- the responsible foreigners authority

## **The decision is negative**

If your asylum application is rejected, you will receive a negative decision. The notice will ask you to leave Germany by a certain date. If you do not do this, you may be forcibly deported.

There are two types of rejection:

- A simple rejection. Here you must leave Germany again within 30 days
- Your application for asylum is obviously unfounded. Here you must leave Germany again within one week.

## **Contestation**

If you do not agree with the rejection decision, you can appeal against the notice in both cases. You should do this very quickly after receiving the notification. You should therefore contact people who can advise you straight away. This could be a [migration advice centre](#), for example, where you will receive support. If you file a complaint, you should always seek advice and representation from a lawyer specialising in asylum and residence law. You will be informed of all deadlines and legal options in the written notification. This information is called Rechtsbehelfsbelehrung.

## **Voluntary departure**

If you decide to leave voluntarily, you can receive financial support for a new start in your country of origin. The [Foreigners' Registration Office](#) can advise you on this.

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

## **The decision is positive**

They have been recognised as entitled to protection in Germany. Next, you should do the following:

- Immediately after the positive BAMF - You have to take care of an identity document. You can obtain the identity document from the [Foreigners' Registration Office](#). Ask for an appointment there. Until the electronic residence permit (eAT) is issued to you, you will be



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issued a fictitious certificate (Fiktionsbescheinigung) issued

- You are now allowed to work in Germany without restrictions
- If you do not have a job and are dependent on support, you will no longer receive your money from the social welfare office (Sozialamt) but must apply to the [job centre](#) (Jobcenter) job centre.

## Unaccompanied Foreign Minors

Are you a refugee under the age of 18? Have you travelled to Germany unaccompanied? Then you are an unaccompanied minor foreign national. The abbreviation is: umA. They are recognised as umA the [youth welfare office](#) (Jugendamt) reported. The youth welfare office will talk to you and establish your age:

- if you are under 18 years of age, you are a minor. The youth welfare office will look after you. The Youth Welfare Office will take you to accommodation for young people.
- Are you over 18 years old? Then you are of legal age. You will receive a rejection notice. Alternatively, you will be treated as an adult.

The Youth Welfare Office will bring an interpreter to the interview.

**💡 Are you not yet 18 years old on your proof of arrival? But the youth welfare office determines that you are of legal age and gives you a rejection notice? Then the Youth Welfare Office must enter a new date of birth on the notice. Only then can you have your documents changed at the foreigners authority and the social welfare office.**

You are a minor (under 18 years old) and have travelled with relatives (uncle, aunt, cousins or older siblings). Your accommodation provider will report this to the Youth Welfare Office after your arrival. The youth welfare office will then talk to you and your adult relatives. The youth welfare office will check whether you can stay with your relatives. The youth welfare office also decides whether a guardian (Vormund) is appointed. The Youth Welfare Office will bring an interpreter to the interview.

**Important:** The adult relatives can also apply to the family court themselves (Familiengericht) an application for Vormundschaft to the family court. With guardianship, the relative is given full responsibility for you instead of your parents.

## Family asylum and international protection for family members

You have been given asylum in Germany. A member of your family also needs asylum. You can apply for asylum for them. The member of your family receives the status of a beneficiary of protection.

When it comes to family asylum, family members are:

- Spouses or registered civil partners,
- underage, unmarried children,
- the parents of underage, unmarried children,
- other adults who have custody of unmarried children who are minors,
- the underage, unmarried siblings of minors.

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**Important:** They must have custody of their children. That means they must be able to look after their children.

Do you want to bring your wife or husband to Germany? You must already be married in your home country. Then your wife or husband can also be granted asylum. The marriage must be recognised in Germany. His or her asylum application must be submitted before or at the same time as your application. You must have the status of a protected asylum seeker.

### **Born in Germany:**

Have you already applied for asylum? Since then, have you had a child in Germany? You can submit a separate asylum application for your child. You or your partner must still be in the asylum procedure. Please inform the Federal Office for Migration and Refugees (BAMF) about the birth of the child. The [foreigners authority](#) (Ausländerbehörde) can also BAMF inform. The asylum application is then automatically considered submitted. Parents can submit their own reasons for asylum for their child. If this is not done, the same reasons as those of the parents will apply. Here too, in the event of a negative decision by the BAMF an appeal is possible.

In addition, for the protection of the child, under-age children cannot be separated from their parents if an application has been rejected.

Further information can be found [here](#) on the website of the BAMF.

## **Residence permit**

### **Residence permit**

A residence permit can be issued for various reasons:

It is used, for example

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

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

The residence permit is the basis for residence in Germany. This gives you the opportunity to obtain a permanent residence permit at a later date (Niederlassungserlaubnis) later on.

The residence permit also states

- whether you are allowed to work
- whether you have to live in a certain place

The extension must be applied for at [the](#) (Ausländerbehörde) must be applied for.

### **Probationary permit (Fiktionsbescheinigung)**

The duration is limited.

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It is issued if a decision cannot yet be made on an application for a residence permit because, for example

- an electronic residence permit (eAT) cannot yet be issued
- Documents are missing
- the foreigner's file (Ausländerakte) is not available or
- the outcome of criminal proceedings must be awaited.

## **EU Blue Card**

The EU Blue Card (Blaue Karte EU) is a residence permit for academics from outside the EU who wish to take up employment in an EU member state. The requirements for the issue of an EU Blue Card are

- an academic university degree and
- an employment contract with a certain minimum gross salary

This salary depends on the annual contribution assessment ceiling (Beitragsbemessungsgrenze) (in the year 2024: 90.600 euros) in the German pension insurance scheme (Rentenversicherung) from. This limit changes every year.

The minimum gross salary varies depending on the profession. A distinction is made between bottleneck occupations (Engpassberufen) and new entrants and all other occupations. As an IT specialist, you can also obtain an EU Blue Card without a university degree.

## **Bottleneck occupations and new entrants to the labour market**

Many professions require special knowledge and qualifications. If there are many vacancies in such a profession, it is a bottleneck occupation. You can find a list [here](#).

You are classed as a young professional if you have completed your degree within the last three years.

If you find a job that guarantees you the required minimum salary, you can obtain an EU Blue Card. This job can be considered a bottleneck occupation. But it can also be another profession.

Since 1 January 2024, the minimum gross salary has been 45.3% of the annual contribution assessment ceiling for pension insurance. For the Year 2024 an amount of around 41.042 euros.

## **All other professions**

You don't work in a bottleneck profession? Are you not just starting out in your career? Then you must find a job that pays you at least 50% of the annual contribution assessment ceiling for pension insurance. This is an income of 45,300 euros for the year 2024.

## **IT specialists**

You don't have a university degree? Can you demonstrate at least three years of professional experience as an IT specialist? Then you can get the EU Blue Card. You need an employment contract for this. The income must be at least 45.3% of the annual contribution assessment

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ceiling for pension insurance. This is an income of around 41,042 euros for 2024.

### **ICT card**

The validity period of the card is limited.

You can apply for this card if:

- You work for a company that has its registered office outside the EU has
- You are a manager, specialist or trainee in this company
- You are seconded to a German branch of the company

### **Mobile ICT Card**

The validity period of the card is limited.

You can apply for this card if:

- You are a national of a third country,
- already hold a residence permit under the ICT-Richtlinie for a EU-Member State and,
- are planning a longer stay (over 90 days) in Germany

This is only possible if you work as a manager, specialist or trainee.

### **Permission for permanent residence – EU**

The permit for permanent residence in the EU is an unlimited residence title. It is comparable to a settlement permit (Niederlassungserlaubnis) comparable to a settlement permit. With this document you can enter almost all countries under simplified conditions EU-Countries. You can also obtain a right of residence.

You will receive a permit for permanent residence in the EU will be granted if:

- You have lived legally in Germany for at least 5 years
- Your livelihood and that of your family is secured
- You have a good command of the German language
- Know the basic rules and structures of the legal system and society in Germany
- You have enough living space for you and your family
- You have paid for at least 60 months Rentenversicherungsbeiträge through your work.

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**

With a settlement permit (Niederlassungserlaubnis) you have a permanent residence permit for Germany.

Various requirements must be met in order to obtain it:

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### **The following applies to persons from third countries:**

- You must have held a residence permit in Germany for 5 years without interruption
- Your livelihood is secure
- You have paid pension insurance contributions for 60 months
- You have good language skills (B1)
- They know the basic rules and structures of the legal system and society in Germany
- You have sufficient living space

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

The settlement permit can be issued after **3 years** if:

- You have very good language skills (C1)
- Your livelihood is secured
- your asylum decision has not been revoked or withdrawn
- They know the basic rules and structures of the legal system and society in Germany
- You have sufficient living space

The settlement permit can be issued after **5 years** if:

- You have basic language skills (A2)
- Your livelihood is secured
- your asylum decision has not been revoked or withdrawn
- They know the basic rules and structures of the legal system and society in Germany
- You have sufficient living space

### **Tolerated persons**

#### **Tolerated stay (§60a AufenthG)**

A toleration (Duldung) is always limited in time. You receive a tolerated stay because your asylum application was rejected. If you have a tolerated stay permit, you are obliged to leave the country. They have to leave Germany again.

Duldung is the suspension of deportation. There is no legal residence.

A tolerated stay is granted if a deportation from:

- legal reasons
- actual reasons
- humanitarian reasons or
- personal reasons

is not possible at the moment.

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You need a licence to be allowed to work. You must submit the application to the [foreigners authority](#) (Ausländerbehörde) to submit the application.

### **Tolerated stay for persons with an unknown identity (§60b AufenthG)**

This toleration (Duldung) is always limited in time. You receive this tolerated stay because your asylum application was rejected. Even with this tolerated stay permit, you are obliged to leave the country. They have to leave Germany again.

A tolerated stay is the suspension of deportation. There is no legal residence.

This tolerated stay is granted if the deportation cannot be carried out. It is not possible to enforce the deportation if your [identity](#) has [not been clarified](#). The reason for this is

- a deception about their identity
- lack of co-operation in clarifying the identity and
- lack of co-operation in obtaining a national passport

#### **It always applies:**

- a work ban
- a [residence requirement](#) (Wohnsitzauflage)
- Cuts in social benefits
- you are not allowed to leave a certain place (residence obligation)

#### **Important:**

- Periods with this tolerated stay permit are **not** counted as periods of residence (if possible rights of residence such as Ausbildungsduhlung or Beschäftigungsduldung exist).
- if you provide your co-operation, a tolerated stay permit can be issued in accordance with § 60a AufenthG.

If you would like to return to your home country voluntarily, or if you have any questions, please contact the Foreigners' Registration Office ([Ausländerbehörde](#)).

### **Training authorisation (§60c AufenthG)**

A tolerated stay for training (Ausbildungsduldung) if your application for asylum has been rejected. The training authorisation is valid for the entire duration of the training. For this time you are protected from deportation (Abschiebung) protected.

You must apply for a "Ausbildungsduldung" at the [foreigners authority](#) (Ausländerbehörde) to apply. The foreigners authority always checks whether a tolerated stay permit can be issued!

**Important:** it cannot be issued if your [identity has not been clarified](#).

#### **Requirements for granting:**

- Your asylum procedure has been completed
- You have had a tolerated stay permit for at least 3 months (Duldung) **or**
- You have started training while the asylum procedure is still ongoing

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- Start of at least 2 years of in-company or school-based training. The list of recognised training occupations for 2024 can be found [here](#)
  - Start of assistant training or helper training, if this is followed by a 2-year training programme in a shortage occupation (Mangelberuf) is completed. You must have been accepted for a training place

### **After the end of the training programme:**

If you have passed the exam and:

- be taken over by the company
- work in the profession you have learnt

you will receive a residence permit for 2 years. The residence permit can then be extended.

If you are not taken on by the training company after your training, your tolerated stay will be extended by 6 months. During this time, you can look for a job that corresponds to your training.

### **Reasons for a rejection of the training tolerance are for example**

- lack of co-operation in clarifying your identity
- lack of co-operation in obtaining the passport
- a criminal conviction
- a deportation order

**Important for companies:** Cancellation of training must be reported immediately to the [immigration authority](#) .

### **Employment toleration (§60d AufenthG)**

The validity of this (Duldung) is 30 months, currently limited until 31 December 2024.

You must have entered the country before 31 December 2022. This also applies to spouses or partners and unmarried minor children living in the family.

After 30 months, a residence permit according to § 25b Abs. 1 (AufenthG) may be issued if the requirements are met.

### **Requirements:**

- You have been in possession of a tolerated stay permit for 12 months according to § 60 a AufenthG (does not apply to tolerated stay permits according to § 60 b AufenthG)
- You have been employed for at least 18 months and are subject to social insurance contributions
- the regular weekly working time is at least 35 hours (if you are a single parent at least 20 hours)
- Your livelihood has been secured by employment for at least 12 months. Employment remains secure
- Your language skills correspond to the level A2

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- You have not been convicted of an intentional criminal offence
  - They have no links to extremist or terrorist organisations
  - there is no deportation order and no deportation order according to § 58 a AufenthG
  - You or your spouse have successfully completed the integration course (if there was an obligation)
  - Proof of school attendance (for underage children)
  - the [identities have been clarified](#)

If you have any questions, please contact [Ausländerbehörde](#) (Foreigners' Registration Office).

### **Opportunity right of residence (§104c AufenthG)**

You have been in Germany for some time and only have a tolerated stay permit (Duldung)? Then there is a new opportunity for you with the right of residence (Chancen-Aufenthaltsrecht) a new possibility for you. Under certain conditions, you can obtain a residence permit for 18 months.

**Note:** Special rules apply during these 18 months. During this time, they must fulfil the necessary requirements for a right of residence with good integration (§ 25b AufenthG) or for well-integrated young people and young adults (§ 25a AufenthG) must be fulfilled.

### **Requirements for the right of residence**

- On 31 October 2022, you must have been in Germany for at least 5 years without interruption. You must have been tolerated or authorised to do so. Or you 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 intentionally provided false information about your [identity](#) or nationality in order to prevent your deportation
- They must commit themselves to democracy in Germany.

You must apply for this residence permit at your [foreigners authority](#) (Ausländerbehörde) apply for it. You can also obtain further information there. You must submit the application by the end of 2025 at the latest. There is no special form for the application. The application can be made in your own words.

The opportunity stay cannot be extended. After the 18 months, can you fulfil the requirements for the issue of a residence permit in accordance with § 25a or § 25b AufenthG you will again receive a tolerated stay permit. The requirements for toleration will then be re-examined.

## **Immigration of Skilled Workers**

### **Skilled Labour Immigration Act**

### **What is the Skilled Labour Immigration Act (FEG)?**



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Skilled workers can immigrate to Germany more easily. This applies to specialists with

- vocational training and training duration of at least two years or
- a university degree.

The Skilled Labour Immigration Act lays down the rules.

The law has been in place since 1 March 2020. There have been changes since November 2023. You can find out more [here](#).

## For professionals

### What characterises you as a specialist?

- **The qualification:** You have a vocational qualification. A vocational qualification is necessary. You can only do qualified work in Germany if you have a professional qualification. There are also many people without a vocational qualification recognised abroad. They must then have their professional qualification recognised in Germany. You can get advice on this [here](#).
- **Experience:** You already have professional experience. Then you can come to Germany. You have obtained a recognised professional qualification abroad and can prove at least 2 years of professional experience? A salary threshold must be observed here. This means that your salary must be above a minimum amount.
- **The potential:** Even if you do not have a concrete job offer, you can still work in Germany. The opportunity card (Chancenkarte) was introduced for you.

The opportunity card is based on a points system. The criteria taken into account are

- Qualifications
- German and English language skills
- work experience
- Relevance to Germany
- Age
- Potential of spouses and life partners

You can obtain more information from [Welcome Center Heidekreis](#).

### An important innovation for asylum seekers:

Are you an asylum seeker? Did you arrive before 29 March 2023? Then you can apply for a residence permit as a skilled worker. You do not have to leave the country or go through a visa procedure.

You will need

- a corresponding recognised qualification
- an offer of employment or
- an existing employment relationship

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**Important:** However, you must withdraw your application for asylum. Seek advice on this beforehand, for example from a [migration advice centre](#).

## Immigration to the Heidekreis

### A visa

#### Visitor visa (Schengen-Visum or C-Visum)

With a valid Schengen visa, you can stay in the entire Schengen area for up to 90 days within a period of 180 days. The visa label will then say "valid for Schengen states" in the language of the issuing state.

**Please note:** Please note that you have to leave the countries within the validation period of your visa. This requires leaving 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.

You are not allowed to change the purpose of the visa. An application to extend a visa must be justified. Reasons for an extension may include

- force majeure
- humanitarian reasons
- professional reasons or
- serious personal reasons

and be taken into account.

**Please note:** If you do not have your visa extended by the [foreigners authority](#) (Ausländerbehörde) and only leave the country after your visa has expired, you are breaking the law. The Ausländerbehörde (Immigration Office) then checks to see if your stay must be ended. It would only be possible for you to re-enter the country if you were not subject to a re-entry ban. Legal action could also be taken against you.

#### National visa (D-Visum)

Entry as part of a visa procedure:

If you are travelling to Germany on a long-stay visa, you must first register at your chosen place of residence on arrival. German law gives you a period of 14 days after your arrival to do this. In the Landkreis Heidekreis registration takes place at the [residents' registration office](#) (Einwohnermeldeamt) at your place of residence. You need an appointment to register. After registering, you will receive a registration certificate (Meldebescheinigung).

You can only apply for a residence permit once you are registered.

Please note:

- the national visa was issued to them for entry. It is not issued for the planned duration of your stay however. This is why you need a residence permit

- 
- you must apply for a residence permit at the [immigration office](#)
  - it is important that you apply for the residence permit 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.

## **Entry without a visa/stay without a visa**

Citizens from certain countries may enter the Schengen area without a visa. Within 180 days, you may only stay in Germany and the Schengen area for 90 days. This must be taken into account if you plan to enter the country repeatedly or for longer stays. [Here](#) you will find an overview of the countries with and without a visa requirement or visa exemption when travelling to the Federal Republic of Germany.

**Important:** 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 deadline, the [foreigners authority](#) must be informed.

In particular, here too

- force majeure
- humanitarian reasons
- professional reasons or
- serious personal reasons

be taken into account.

## **Nationals from:**

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

can enter Germany without a visa. Do you come from one of these countries and would like to stay in Germany for longer than 3 months? Then you must apply for a residence permit at the [immigration office](#).

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**Important:** 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 the stay. Re-entry is then only possible in a few cases.

## Reuniting Families

Do you and your family members not live in the same place or do you still have family members abroad?

Depending on your residence status, there are various options for reuniting your family.

## Family reunification

If you live in Germany and have a residence permit for humanitarian reasons, you may be able to bring direct family members from abroad to join you. This is only possible if the Federal Office for Migration and Refugees (BAMF) has recognised you as a refugee.

To do this you must:

- within 3 months of receipt of your decision from BAMF a notification in due time (fristwahrende Anzeige) submit
- the family members who are to join you must apply for a visa. The application must be submitted to the German embassy in the country where your family members are currently staying

## Where can I file a complaint within the deadline?

On the website of the [Federal Foreign Office](#) (Auswärtigen Amtes) explains the procedure for family reunification. You can also file a complaint there within the deadline. If you have any questions, please contact the [foreigners authority](#) or a [migration advice centre](#)

## Family reunion

Family reunification allows people who have fled or immigrated to Germany to bring family members to join them.

The prerequisite is:

- the family's livelihood is secured
- there is sufficient living space available

The residence permit also plays a major role in the decision. Also where the family members are and what their living situation is like. Family reunification is not always possible.

Would you like to move in with your family? Your family lives in another Landkreis? Then you can apply for a [change of residence](#) at the [immigration office](#) . If the application is approved, you will be allowed to move.

**Please note:** The application must be approved by the foreigners authority of the Landkreises or the municipality to which you wish to move.

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## EU migrants and ethnic repatriates

### EU-Migrants

You are a citizen of a member state of the EU? Then you can enter Germany, live and work here.

If you have travelled to Germany, you must register at the [residents' registration office](#) (Einwohnermeldamt) Of your place of residence. You must complete the registration within 14 days. To register, you will need a valid identity card or a valid passport from your country of origin. You can find your local residents' registration office [here](#).

**Important:** If you are not working, you may not be entitled to social benefits for the first 5 years of your stay. Then it is important that you make an appointment with the [job centre](#) (Jobcenter) with the job centre.

A brochure of the BAMF in German, English and other languages can be found [here](#).

### Late repatriates (Spätaussiedler)

If you have received a notice of admission in your country of origin, you may enter Germany. They are organised by the Federal Office of Administration (Bundesverwaltungsamt) in Friedland one Landkreis assigned. If you are unable to find a flat, you will be Landkreis will allocate you a flat.

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

A brochure of the BAMF in German and Russian can be found [here](#).

### Naturalisation

Would you like to become a German citizen? The naturalisation office (Einbürgerungsbehörde) of Landkreises will be happy to advise you on this before you apply.

You can find out more about your chances of naturalisation by visiting [Einbürgerungs-Quick-Check](#).

Please note that the quick check is only a non-binding preliminary check. It does not entitle you to naturalisation.

In addition to the required formal application with your signature and all necessary documents, the naturalisation authority must also examine each individual case.

If the result of the quick check is positive, please contact us by e-mail or give us a call and we will send you the application documents for the further procedure. Please attach the result of the quick check to your e-mail or letter.

You must submit the following documents in any case.

### The following are required:

- Your application for naturalisation

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- Your national passport or travel document
  - Your birth certificate
  - proof of your German language skills (you can prove your German language skills by graduating from a general German school or by submitting a German certificate with the level B 1 )
  - proof of your civic knowledge (you can prove your civic knowledge by graduating from a general German school or by submitting proof of successful completion of the naturalisation test). You can register for the naturalisation test at the [Volkshochschule](#) of the Landkreises.
  - Your proof of income for the last 3 months

We recommend that you make use of the personal consultation before submitting your application. Appointments can only be made by telephone or e-mail.

During the consultation, you will be informed in detail whether you need to submit any further documents.

Naturalisation is not free of charge. The fee is

- 255.00 per person Euro
- for underage children (without own income) 51,00 Euro

### **Appointments by appointment only!**

#### **Telephone availability:**


Monday to Thursday from 11am to 12pm

Tuesday and Thursday from 2 to 3 pm

#### **Herr Woelms | Einbürgerung**

 [Vogteistr. 19, 29683 Bad Fallingbostel](#)


 [d.woelms@heidekreis.de](mailto:d.woelms@heidekreis.de)

 [+49 \(0\) 5162970312](tel:+49(0)5162970312)

#### **Frau Köpcke | Einbürgerung**

 [Vogteistr. 19, 29683 Bad Fallingbostel](#)


 [s.koepcke@heidekreis.de](mailto:s.koepcke@heidekreis.de)

 [+49 \(0\) 5162970422](tel:+49(0)5162970422)

#### **Frau Zeglin | Einbürgerung**

 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

 [u.zeglin@heidekreis.de](mailto:u.zeglin@heidekreis.de)

 [+49 \(0\) 5162970313](tel:+49(0)5162970313)

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## Frau Böhling | Einbürgerung

📍 [Vogteistr. 19, 29683 Bad Fallingbostel](#)

@ [e.boehling@heidekreis.de](mailto:e.boehling@heidekreis.de)

☎ [+49 \(0\) 5162970535](tel:+49(0)5162970535)