

Table of Contents

School and university	2
School	2
Compulsory education and the school system	2
Is your child between 6 and 10 years old?	3
Is your child 10 years and older?	3
How do I enrol my child in a school?	3
What does the school cost?	4
Childcare before and after lessons	5
What do I have to do when my child is sick?	6
When is the school closed?	6
Does my child have to go to religious education classes?	6
What takes place in addition to lessons?	7
Support services in everyday school life	7
School psychological counselling	8
Disability or other support needs	8
Parents in the school organisation	10
Studies	10
Study at a university	10
Universities in the district of Lippe and the surrounding area	11
Student counselling	12
How can I finance my studies?	13
Online study - Kiron	15
Vocational schools	16
What is a vocational school?	16
Vocational schools in the district of Lippe	16
Recognition of foreign certificates	17

School and university

School

Compulsory education and the school system

Compulsory school attendance

All children living in Germany from the age of 6 not only have the opportunity, the right but also the **obligation** to attend school.

Young people who have already attended school for 10 years and are not yet 18 years old are obliged to attend vocational school until the age of 18.

The parents or legal guardians of the children have a duty to ensure that the children attend school.

Compulsory school attendance includes

- regular attendance at lessons
- regular attendance at compulsory school events
- compliance with the school rules

If children are unable to attend school due to illness, the school must be informed. Sometimes a doctor's certificate is also required.

If children are frequently absent without a valid excuse, you will have to pay a fine. In the worst case, the police can also come. The youth welfare office can also be called in.

School system

An overview of the **school system in North Rhine-Westphalia** can be found in this flyer from the Ministry of Schools and Further Education. You can obtain the flyer here, in the following languages

- [German](#)
- [Arabic](#)
- [Bulgarian](#)
- [Bulgarian](#)
- [French, German](#)
- [Greek](#)
- [Romanian](#)
- [Russian](#)
- [Spanish](#)
- [Polish](#)
- [Ukrainian](#)
- [Turkish](#)

This film explains the different types of school after primary school ([Film](#)). You can also watch the film here ([hier](#)) in various other languages.

Is your child between 6 and 10 years old?

Primary school (Grundschule)

Age: from 6 years (cut-off date - your child turns 6 before 30 September of the year)

Prerequisite: Primary school readiness

At the end of daycare, there is a primary school entrance examination. A doctor will examine your child. They will check whether your child is ready for school or needs special support.

Duration: 4 years (1st grade to 4th grade)

Follow-up: Transfer to a secondary school

In Year 4, parents receive a counselling session with the teacher. Here they discuss which secondary school your child should attend.

Other: The primary school is in the neighbourhood/district where you live. Your child will learn to read, write and do maths at primary school.

Is your child 10 years and older?

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

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

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

There are various secondary schools. No matter which school you go to, there are always opportunities to continue learning.

How do I enrol my child in a school?

Your child is **required to attend school** immediately after **registration** in your town. This means that you must enrol your child at a school.

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

- Your identity card, birth certificate or proof of arrival
- a registration certificate
- all documents relating to your child (ID/passport, birth certificate, school reports, medical certificates, etc.)
- proof of vaccination against measles ([Masernimpfung](#))

Your child must be present at the school for registration.

Have you moved to the district of Lippe from abroad?

For pupils who have recently moved to the district of Lippe and do not yet speak German well, the [Kommunale Integrationszentrum des Kreises Lippe](#) offers detailed counselling sessions. The aim of these counselling sessions is to show them how to integrate into the German school system and to help them find a suitable school close to home. We want to ensure that the children and young people learn German as quickly as possible and are able to enter our school system.

In order to achieve this, we record the personal data and the previous school career in the country of origin and determine the existing German language skills.

After personal counselling, we can recommend a suitable school.

We also register the children and young people for a health examination at the Lippe health authority.

We will arrange fixed appointments with you so that we have enough time for your enquiry and the interview.

Please be punctual for your appointments.

The following documents are important for the appointment

- Your identity documents
- The registration certificate
- All school reports from the country of origin

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

@Contact email: kommunales-integrationszentrum@kreis-lippe.de

What does the school cost?

General costs

Attendance at a state school is free of charge.

Ticket

Detailed information can be found on the website of the [district of Lippe](#).

If the school is more than 2 km away from your home and your child attends grades 1 - 10, the ticket is free of charge.

If you **BuT** (education and participation benefit) are entitled, the ticket can be partially paid for from year 11 onwards.

You must submit an application([BuT application](#)).

School trips, school materials, lunch


These also cost money. You have to pay part of it yourself.

If you are entitled to BuT , the costs can be paid in part.

You must submit an application([BuT application](#)).

Ask the refugee social workers, youth migration counselling or migration counselling for help if you want to submit an BuT Antrag application.

There is also a central **citizens' hotline** on the subject of the "education package" BuT:

 [030221911/009](tel:030221911/009)

Consultation hours:

- Monday: 08:00 - 20:00
- Tuesday: 08:00 - 20:00
- Wednesday: 08:00 - 20:00
- Thursday: 08:00 a.m. - 20:00 p.m.
- Friday: no office hours

As a pupil, you will receive **financial support** as a grant if required. You do not have to pay anything back.

BAföG (Abbreviation for Federal Training Assistance Act)

In principle, you can receive BAföG if you want to obtain a vocational qualification or a secondary school leaving certificate. However, if you attend a general education school, this only applies from year 10 onwards and only if you cannot live at home (for example, because you cannot complete the desired qualification nearby).

If you attend an evening grammar school or college, you will receive parent-independent BAföG. This means that your parents' income is not taken into account in the calculation. Further information on the [BAföG](#) can be found here.

Childcare before and after lessons

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

Open all-day schools (OGS)

Some schools offer after-school care. These schools are called open all-day schools (**OGS**). OGS childcare is very popular. You have to look for a childcare place in good time. Places are limited. Your child will be looked after by educational staff in the school or in rooms next to the school. There are often also different activities, for example sports or creative activities. Ask your school whether there is an OGS. Ask there for further information (costs, registration, time period).

Homework supervision

Many schools offer homework supervision after lessons. During homework time, pupils are supervised and monitored. The person in charge helps with questions. Ask the school whether homework supervision is available. Ask there for further information (costs, registration, time period).

Holiday care

Some towns and municipalities offer holiday childcare. Your children will be looked after there during the school holidays. During the holiday care there are many different offers for the children (games, sports, creative activities). If your child is to take part in holiday care, you must register them. Ask there for further information (costs, registration, time period).

💡 Important: Holiday care does not normally take place throughout the school holidays.

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

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

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

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

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

When is the school closed?

School holidays and public holidays

During **school holidays** and **public holidays** the school is closed and there are **no** lessons. Every federal state in Germany has school holidays at different times.

In the holiday calendar ([Ferienkalender](#)) for North Rhine-Westphalia you can see when the schools in the district of Lippe are closed.

Does my child have to go to religious education classes?

If you belong to a **denomination or religion other** than **Catholic or Protestant**, you **do not** have to take part in these religious education classes.

In Germany, religious education is offered at schools, but it is voluntary. You can decide whether your child should take part or not. If you do not want your child to take part in religious education, you can withdraw them from it. There are then often **alternative options** such as **ethics lessons** or **values and standards**.

It is important that you inform the school if you do not want your child to take part in religious education.

Some schools also offer **Islamic religious education**.

Ask your school about this.

What takes place in addition to lessons?

- Class trips
- Trips
- School parties
- School performances
- and swimming lessons

are **part of lessons and everyday school life** in Germany. Your child should take part in these events because they can **learn a lot of new** things here.

It also strengthens **linguistic skills**. Your child will also get to know the other students better and have **fun**.

All this can strengthen the **joy of school attendance**.

Support services in everyday school life

School social work

Many schools have school social workers. They can **support children and young people** at school. School social workers provide counselling and help with

- **school and private problems**
- **trouble at school**
- or other **worries**.

The offer is **voluntary** and the school social workers work **confidentially**. This means that they are not allowed to tell anyone about the problems.

There are also counselling teachers. Ask at your school.

Afternoon care

Many schools in the district of Lippe offer afternoon care for children after school. Homework is done there and lunch is served.

If you are interested, ask your school if they offer such a programme.

Tutoring

If you have **difficulties** in some subjects at school and need additional **support**, you can sign up for tutoring. Tutoring is provided by a **tutor** and takes place **outside of lessons**. Tutoring usually takes place in small groups or individually. You can repeat content here or receive

additional tasks to practise.

Tutoring **costs money**. If you are **entitled to** benefits for education and participation (**BuT**), the costs for tutoring can be paid under **certain conditions** (confirmation from the school that your child urgently needs tutoring).

You must complete a [BuT application form](#).

Scholarships

[NRW Talente](#) - Region OWL is a scholarship programme for pupils from East Westphalia-Lippe. High-achieving young people from all types of school from Year 8 onwards are supported with practical offers, regular counselling and support as well as individual talent development.

School psychological counselling

Your child is going to school. Maybe there are problems

- with learning?
- with reading, writing or maths?
- with homework?
- with other children or adults?
- with concentration?


Is your child afraid of school or doesn't want to go to school? The teacher can help with many problems.

Sometimes that's not enough. We are happy to help!

Our counselling is:

- **free of charge**: you don't have to pay anything
- **voluntary**: you decide whether you want to talk to us
- **confidential**: we do not tell others what you have told us

Contact details:

 [05231/621621](tel:05231/621621)

 @schulpsychologie@kreis-lippe.de

 [Regional School Psychological Counselling Lippe \(RSB L\)](#)

You can find our locations in [Lemgo](#), [Bad Salzuflen](#), [Detmold](#) and [Lage](#).

Disability or other support needs

Special school

Some pupils need more help and support at school.

Depending on their needs, they can receive special educational support.

Special educational support relates to learning disorders and developmental disorders.

In other words, the main areas of support:

- The area of learning
- The area of language
- Emotional and social development
- Hearing and communication
- The area of vision
- The area of intellectual development
- Physical and motor development.

Children and young people with an autism spectrum disorder (ASD) require even more support.

If a disability is identified, the school supervisory authority assigns the pupil with ASD to one of the special educational support areas. ([Quelle MSB](#))

In the **district of Lippe**, there are schools for the various special educational needs.

The Eigenbetrieb Schulen (EBS) is responsible for six special schools in the district of Lippe:

- [Die Astrid-Lindgren-Schule](#) in Lemgo. For mental development
- [Die Schule am Teutoburger Wald](#) in Horn-Bad Meinberg. For mental development
- [Die Regenbogenschule](#) in Dörentrup-Bega, primary level with the Schulstation der Regenbogenschule Grünau in Bad Salzuflen. Both for emotional and social development
- [Die Christian-Morgenstern-Schule](#) in Detmold. For Emotional and Social Development, primary level
- [Fürstin-Pauline-Schule](#) in Detmold. For emotional and social development, secondary I level
- [Irmela Wendt School](#) in Lage-Pottenhausen. For language.

The Eigenbetrieb Schulen is also involved as a member of the special-purpose association for language support at the [Pestalozzi School](#) in Blomberg.

Transport to and from school

The [Eigenbetrieb Schulen \(EBS\)](#) has organised transport for the schools in the district of Lippe at the special schools for

- mental development
- emotional development
- social development

has taken on this task.

Is your child unable to get to school on foot, by bike or by (bus or train)? Then the school authority will organise transport for your child from home to school and back again

Please speak to the school that organises this.

Transport is usually organised by a company commissioned by the EBS. This company picks up the children in a minibus in the morning. After the day at the school or day-care centre, they will also bring them back.

If this is not possible in individual cases, we will talk to you. Together we will certainly find another solution.

Costs for breakfast and lunch at school (catering)

In the special schools in the district of Lippe specialising in "mental development" and "emotional and social development", pupils generally take part in the catering.

Parents and guardians contribute to the cost of the catering.

If you receive benefits in accordance with the Education and Participation Act (BuT), we will pay for your lunch in full. You will have to pay for breakfast yourself.

If your own contribution from the education and participation package is to be settled with the job centre or Department 5 of the district of Lippe, you must submit a current benefit notification to the school.

Please submit a follow-up application for education and participation benefits ([BuT](#)) to the responsible organisation in good time.

Parents in the school organisation

Parents' evening

All parents are invited to a parents' evening. You can **exchange ideas** with **other parents** and the **teacher** and receive lots of **information**. It is good if you make use of these meetings. The dates are communicated in a letter to parents. It is important to read the **letters to parents**.

Parent representatives

There is a parents' council in every class. This is **elected** by all parents during a parents' evening. The tasks and rights of the parents' council are regulated by law. The parents' council deals with **problems** that other parents bring to its attention. The parents' council **represents the other parents** in front of the school.

Studies

Study at a university

General information

There are many different degree programmes in Germany. But there are also different types of higher education institutions:

- Universities (academically orientated)
- Universities of Applied Sciences (practice-orientated)
- Dual universities (very practice-orientated)
- Art colleges (for artistic subjects)
- and music colleges (for musical subjects)

There are **state universities** and **private universities**. You have to pay tuition fees at private universities.

Helpful websites:

- [University Compass](#) (all degree programmes and universities in Germany)
- [Study programmes for refugees](#) (information about studying for refugees)
- [Employment Agency](#) (study orientation)
- [German Academic Exchange Service](#) (all degree programmes in Germany)

Requirements for a degree programme

Would you like to study in Germany? Then you need **authorisation to study at a university**. This can be an Abitur. However, it can also be the Fachhochschulreife or the Fach-Abitur.

Have you completed the Abitur in your home country? Then you may be able to study in Germany. You can find out whether this is possible at the university or university of applied sciences. You can check **your access options** with [My Guide](#).

You will also need a very good knowledge of German to study. The university or university of applied sciences at which you wish to study will determine what level of German you need.

Some universities also offer **preparatory semesters** for your studies. You can also learn German there.

💡 Please enquire at the university at which you would like to study. Most universities offer counselling services.

There are deadlines for applying to a university. Please observe these deadlines. Universities do not accept late applications.

No university entrance qualification

You can study in your home country with your school-leaving certificate, but not in Germany? Then you can catch up on your university entrance qualification at a [preparatory college](#). Studienkollegs are specially designed for foreign applicants. They prepare you for studying in Germany.

You can find more information about studying in Germany [here](#).

Universities in the district of Lippe and the surrounding area

There are two universities in **the district of Lippe**:

In Lemgo and Detmold, the **OWL University of Applied Sciences (TH OWL)**. In Detmold, the **University of Music (HfM)**.

The Ostwestfalen-Lippe University of Applied Sciences (TH OWL)

The OWL University of Applied Sciences is a university of applied sciences.

It offers degree programmes in the fields of design, technology, economics and the environment.

💡 The language of instruction can be German or English.

Contact

📍 [Campusallee 12, 32657 Lemgo](#)

☎ [05261/7020](tel:052617020)

@ info@th-owl.de

🌐 [East Westphalia-Lippe University of Applied Sciences](#)

Detmold University of Music (HfM)

Instruments of the classical symphony orchestra can be studied at the Detmold University of Music.

- Piano
- organ
- Singing in opera and song
- Accordion
- Guitar
- recorder
- saxophone

There is also the Tonmeisterei degree programme.

Here you can find the study programmes ([Studienangebot](#)) of the HfM.

Universities and universities of applied sciences in the Ostwestfalen-Lippe region (OWL)

There are other universities and universities of applied sciences in the Ostwestfalen-Lippe region (Bielefeld, Paderborn, Herford). [Here](#) you will find the largest educational institutions.

Student counselling

You can find lots of information on all degree programmes in Germany at BIZ (= "Berufs Informations Zentrum").

If you have specific questions about a degree programme, it is best to contact the university's subject advisory service. They will be able to help you.

Ostwestfalen Lippe University of Applied Sciences (TH OWL)

Please link the location, contact details and homepage here

There is also a general student counselling service at TH OWL. They can advise you on almost everything to do with your studies. There is even a counselling service for students from other countries!

If you are having problems transitioning from university to work, you should definitely visit Career Service at the TH OWL. They will help you find a job.

If you have a child, you should definitely visit the Family Service at TH OWL. They will help you to juggle your studies and your responsibilities as a parent.

If you live with disabilities, there is also a counselling service made especially for you. They will help you to complete your studies as well as possible.

And that's not all! There is even conflict counselling if you have problems with other students or university staff.

Offers at the Detmold University of Music (HfM)

Please link the location, contact details and homepage here

- The offer of individual music counselling
This programme is there to help you solve problems caused by making music. So if you have problems such as pain, injuries or other medical concerns related to your playing, don't hesitate to take advantage of this programme.
- Psychological counselling for students
If you're struggling with stress, anxiety or other emotional challenges, the counsellors are here to help. They offer confidential support and help you develop coping strategies.
- Counselling for students
If you need someone to talk to or have questions you want to discuss with someone unrelated to your studies, the counsellors are here to listen and help you.

Remember that there are many resources available to help you make your time at university as enjoyable and successful as possible.

How can I finance my studies?

You may have to pay **tuition fees** at state universities.

Do you come from a [EU/EWR Staat](#) or have completed school with the **German university entrance qualification (Abitur)** ?

Then you **do not** have to pay **tuition fees**.

💡 Please note: If you want to study at a **private university**, you will usually have to pay **higher fees**.


How can I finance my studies?


Federal Training Assistance Act (BAföG)

As a student in Germany, you can receive financial support.

This is possible via the Federal Training Assistance Act (BAföG). The office pays out the BAföG monthly.

In the best case scenario, you will receive money for the entire duration of your studies. The monthly amount of the BAföG can be between 399 euros and 735 euros.

 **Please note! You must pay back half of the BAföG amount after your studies. The exact conditions for BAföG change regularly. You can find detailed information under the following link:**

 [Webseite BAföG](#) for refugees and migrants

Scholarship

As an alternative to BAföG, you can apply for a scholarship.


As a rule, you do not have to pay back a scholarship. Good grades are important in order to receive a scholarship.

The donors of the scholarship also assess your voluntary commitment. You will normally receive the same amount of money as at BAföG. In addition, there is a so-called "book allowance". This is a monthly payment of up to 300 euros.

Certain organisations award scholarships. Scholarships are awarded to people with great potential. That is why these organisations are called Begabten-Förderungs-Werke. The following Begabten-Förderungs-Werke offer programmes specifically for refugees, among others.

You can find out how to apply on their websites. They also tell you what the organisations require of you.

- [Friedrich-Ebert-Stiftung \(FES\)](#) - Scholarships for Refugees
- [Böckler-Aktion Bildung der Hans-Böckler-Stiftung](#)
- [Konrad-Adenauer-Stiftung \(KAS\)](#) - Scholarships for Refugees
- [Villigst](#) - Our scholarship for refugees
- [Brot für die Welt](#) - Refugee scholarship programme

 The guarantee fund of Otto Benecke Stiftung is an **exception to** this rule. The programme is aimed at **young new immigrants**.

Do you want to gain your higher education entrance qualification in Germany?

Do you want to study in Germany?

Do you want to work in the academic field?

Then you can apply for the scholarship programme. There is also the Germany Scholarship. It provides financial support of 300 euros per month. The Germany scholarships are awarded by the respective universities.

- [Garantiefond Hochschule der Otto Benecke Stiftung in Bonn](#)
- [Deutschlandstipendium: Stipendiat werden](#)

Working student

Many degree programmes offer the opportunity to work as a student trainee at a company. There you can gain initial experience in your chosen field of study and earn money on the side. Companies usually offer contracts for 10-20 hours per week. If you perform well, there is a chance that you will be taken on after graduation. Find out more from companies in your area. The concept of the working student is widespread.

Student assistant

As a student assistant, you can generally work at a university for a maximum of 20 hours a week. You will carry out tasks that help a lecturer, a department or a university organisation, for example. You must be enrolled at a university as a student. These positions are advertised at the universities.

Part-time job and holiday job

Many students have a part-time job to finance their studies. There are different types of part-time jobs. If you receive state funding, find out how much you are allowed to earn. State funding is, for example, BAföG or a scholarship.

Many students work in a so-called mini-job. You earn a maximum of 520 euros per month. However, you do not pay any taxes or social security contributions.

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

Education loan

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

You can find more information on the subject of education loans [here](#).

Online study - Kiron

Many refugees and asylum seekers want to go to university. But it is difficult for them. They often need good certificates and papers to be allowed to study.

[Kiron Higher Education](#) has a good solution: Tuition fees aren't important for refugees and asylum seekers, And you don't need good references and papers. The university offers places for everyone.

The first 2 years at the university are online. You can view the courses in English. You can also see subtitles in any language. In the third year, you then go to university on site at a partner university of Kiron.

You can learn German while you study. You can also get further help and advice.

Vocational schools

What is a vocational school?

There are various options for teenagers and young adults at the vocational schools.

All school-leaving qualifications can be obtained here, from the Hauptschulabschluss to the general higher education entrance qualification (Abitur).

You can **prepare** for a **profession** or **learn a trade**. It is also possible to transfer to another type of school.

In the case of dual training programmes, the school-based part takes place at the vocational schools.

You can find information on vocational training here ([here](#)).

Vocational schools in the district of Lippe

There are these vocational schools in the district of Lippe:

[Dietrich Bonhoeffer Berufskolleg](#)

- The orientation is commercial. The location is in Detmold.

[Felix Fechenbach Berufskolleg](#)

- The orientation is predominantly commercial-technical. The location is in Detmold.

[Hanse Berufskolleg](#)

- The orientation is commercial. The location is in Lemgo.

[Lüttfeld Berufskolleg](#)

- The orientation is predominantly commercial-technical. The location is in Lemgo.

Young people can obtain school-leaving qualifications here. They can obtain **all general school qualifications** up to the **Abitur** .

This option is available in certain courses of study: you can obtain a **state-recognised vocational qualification** at the same time as attending school.

Recognition of foreign certificates

Have you attended **school** in your home country and brought a **school-leaving certificate** with you to Germany?

Then you can have the **certificate recognised in Germany**. There are **counselling centres** for recognition.

You can find more information about the counselling centres here:

 "Recognition of foreign qualifications and certificates" ([Link](#))