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## General information and offers of help in Bad Kissingen

### Information on

About the coronavirus  [Here](#)

Information / videos about the corona virus  [Here](#). In many languages

### Caritas advice centre for parents, children and young people

 **Telephone counselling:** [+49 \(0\) 97172469200](tel:+49(0)97172469200)

Monday to Friday: 08:00 to 12:00

Monday to Thursday: 13:00 to 17:00

## Help for people from Ukraine

### Information on the war in Ukraine

### Information from the Federal Foreign Office and the Federal Office for Migration and Refugees

Here you will find the latest information and situation reports from the [Federal Foreign Office](#) and the Federal Office for Migration and Refugees. Entry rules and visa requirements can also be found on the pages. We have included some important questions and answers here:

### I am in Germany without a visa. What options do I have now?

Ukrainian Nationals do not need a visa if they enter Germany for the first time before **31st December 2024**. They do not need a visa or residence permit to stay in Germany legally for up to 90 days from the date they enter. So the last date on which it is possible to be in Germany legally without a visa or residence permit is **31st March 2025**.

During the 90 days in which you can stay in Germany legally without a visa, you can decide whether you would like to stay in Germany longer. If you decide to stay longer, you have the following options:

1. Within 90 days of entering Germany for the first time, you can apply for a temporary residence permit under section 24 of the Residence Act (Aufenthaltsgesetz, AufenthG). Section 24 deals specifically with the situation of refugees from the war in Ukraine based on the relevant EU decision. You can find out [here](#) who is eligible for a temporary residence permit under section 24 of the Residence Act, and you can find out more about the procedure [here](#).
2. Within 90 days of entering Germany for the first time, you can apply for a temporary residence permit for a different purpose, such as to study or work in Germany. This may be more

advantageous for you. You can make an appointment with the relevant government authorities to ask them for advice. Or you can find out more by visiting the website [www.make-it-in-germany.com](http://www.make-it-in-germany.com).

3. Or you can apply for asylum. However, we do not recommend this option, because it comes with some disadvantages: your right to take up employment would be subject to restrictions, and you would have to live in an initial reception centre.

## **Do you have a valid residence permit in accordance with Section 24 of the Residence Act as of February 1, 2024?**

Your residence permit will be extended automatically and will then be valid until March 4, 2025. You do NOT need to visit the Foreigners' Registration Office for this. You can find further information on [Germany4Ukraine](http://Germany4Ukraine).

## **What happens after I enter the country? Where can I register in Germany and where do I get accommodation and food?**

The procedure is divided into four successive steps: First registration and (in the case of benefit recipients) distribution to a place of residence, as well as registration of the residential address at the destination and application for a residence title. You can find further information [here](#).

## **Can I work in Germany with a residence permit for temporary protection?**

Yes, you can. However, gainful employment must first be permitted by the foreigners authority. When the residence permit is issued, the foreigners authority will already enter in the residence title that gainful employment is permitted, even if no concrete job is in prospect yet. This means that no further work permit from another authority is required.

The foreigners authorities will issue so-called probationary certificates when an application is submitted. These bypass the residence law until the actual residence title can be issued and granted. The foreigners authority will also enter "gainful employment permitted" in the probationary certificate. Even with this probationary certificate, it is therefore possible to work in Germany on a self-employed basis or as an employee. Special professional access requirements (such as a licence to practise medicine or a permit for a trade requiring a licence) naturally apply to temporarily protected persons just like to everyone else. But the procedures for the recognition of foreign professional qualifications are also open to those affected, just like everyone else.

Persons with a residence permit for temporary protection in Germany are also eligible for advice and placement services in accordance with Social Code III (SGB III) through the employment agencies.

## **Should Ukrainian nationals have to apply for asylum?**

No, that is not necessary. The required protection will be granted in another, faster procedure. Ukrainian nationals are therefore advised not to apply for asylum. However, the right to apply for asylum at a later stage continues regardless.

As a result of the Decision to admit war refugees pursuant to Article 5 para. 1 of Council Directive 2001/55/EC of 20 July 2001 on minimum standards for giving temporary protection, a residence title pursuant to Section 24 of the Residence Act (AufenthG; Granting of residence for temporary

protection) will be granted with immediate effect to the group of persons covered upon application.

Registration upon entry does not constitute an asylum application. The implementation of an asylum procedure requires an application for asylum to be filed at the competent branch office of the Federal Office for Migration and Refugees.

For these reasons, filing an asylum application is not required to secure a right of residence or to claim social benefits.

## Information portal of the German government

The Federal Ministry of the Interior and Home Affairs offers a digital information service in German, English, Russian, and Ukrainian. Here you can find all official information about residence and life in Germany.

 [Germany4Ukraine](#)

## Embassy of Ukraine in Berlin

 [+493028887128](#)

 [Albrechtstraße 26, 10117 Berlin](#)

## Help for Ukrainian Refugees in Bad Kissingen: FAQs

Content overview: Contents are updated on an ongoing basis  
Status 23.06.2022

1. Help for Ukrainians from the Bad Kissingen District Office
2. Further Information
3. Information from the Bad Kissingen Employment Agency and Jobcentre

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## → Help for Ukrainians from the Bad Kissingen District Office

Millions of people from Ukraine are seeking protection from the war - and the willingness of citizens in the district of Bad Kissingen to help is enormous. In order to be able to bundle the help, the coordination team "Ukraine Help" has been founded in the district office of Bad Kissingen.

The coordination team can be contacted by e-mail at [ukraine-hilfe@kg.de](mailto:ukraine-hilfe@kg.de).

If you are unable to send an e-mail, you can call the hotline at 0971/801-3800. It is staffed during office hours: Monday to Friday 8 am to 12 noon.

Source: [District of Bad Kissingen](#)

## Free WLAN

There are numerous free WLAN HotSpots throughout the Bad Kissingen district. Some municipalities offer open free hotspots through a framework agreement of the Free State of Bavaria ("BayernWLAN"). These can be used free of charge without registration. An overview is available in the Bayern [WLAN map](#).

## 1.1 Registration of the refugees

→ All refugees (including those staying with private individuals) are asked to **register immediately at the residents' registration office of the respective municipality**. The registration office will then send the data to the Foreigners' Registration Office (Ausländerbehörde) at the District Office (Landratsamt).

→ For the further registration under immigration law (taking fingerprints/issuing a residence permit or toleration), the immigration authorities arrange an appointment with the person concerned personal visit to the district office.

→ If you need to be granted benefits under the Asylum Seekers Benefits Act (AsylbLG), you must submit an application to the social welfare office. To do this, the respective persons must present themselves to the social welfare administration of the district office in Bad Kissingen as soon as possible. No prior appointment is required for this. Please note our opening times!

Bad Kissingen District Office  
Obere Marktstrasse 6  
97688 Bad Kissingen

### Do refugees have to register in any case?

No, Ukrainian nationals with a biometric passport can, in principle, travel freely within the Schengen area for 90 days for a short stay and without a visa. After 90 days they would be in the country illegally and therefore need a residence permit.

If you do not have a biometric Ukrainian passport, you must register in order to receive a toleration from the immigration authorities. However, registration is a prerequisite for the granting of social benefits. We therefore recommend that refugees register with the residents' registration office promptly, at the latest by the end of the 90-day period mentioned.

An application for a residence permit/Duldung for Ukrainian you can find [here](#).

## 1.2 Housing for refugees / information for landlords

### Where do refugees turn to who are looking for suitable housing?

Directly to the Ukraine hotline at [ukraine-hilfe@kg.de](mailto:ukraine-hilfe@kg.de) or Tel. 0971/801-3800. The offers are bundled there and living space is mediated.

### Would you like to offer refugees housing?

Then please use our form: [FORM SHEET RENTAL PROPERTY UKRAINE HELP](#) ([Irakg.de](http://Irakg.de))

### As a landlord, do I get a subsidy if I make living space available?

The cost of the apartment, i.e. the rent, is covered by the social welfare office. There is an upper rent limit and a defined living space (e.g. 65 square meters must be available for two people). The ancillary costs – up to a certain amount – are also covered by the office. You can find out [here](#) which accommodation costs are reasonable in the area of the district and the city of Bad Kissingen since January 1st, 2022.

### Between which parties is the rental agreement concluded?

The rental contract is concluded between the landlord and the tenant, it is a contract under private law. Details (such as notice periods) must be agreed between these two parties accordingly. The rent is transferred directly to the landlord by the district office. Therefore, when applying for

AsylbLG benefits, the bank details of the landlord are required.

**Does the district office provide sample contracts?**

No. You can find corresponding templates on the Internet, e.g. at the German Tenants' Association.

**Where do refugees get furniture from?**

Please contact the respective municipality or the helper groups there. Furniture stores such as SOFA in Bad Kissingen only sell pieces of furniture to people who are entitled to by the "Möbelbezugsschein"; Ukrainians are currently not entitled to do this.

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## 1.3 Social benefits/financial support for refugees

**Social benefits**

Refugees can apply for benefits under the Asylum Seekers Benefits Act (AsylbLG). For this you need the following documents:

- Original identity documents
- Birth and Marriage Certificates
- Resident registration confirmation (from the respective municipality)
- Rental contract (the rent is transferred directly to the landlord)

The application must be submitted to the social welfare administration (district office), a prior appointment is not necessary. Please note our opening times!

**From June 1, 2022, the job center will be responsible for social benefits!**

All affected persons will receive the application documents from the job center in good time.

**How are the refugees paid out?**

From the 1st working day of each month, you can collect the check from the municipality where you have registered. The checks are always valid until the end of the month.

**Approximately how long does it take to process benefits applications and money "arrives"?**

We strive to process applications as promptly as possible. The exact duration depends on the number of applications, which cannot be predicted at the moment. Processing currently takes about 7 to 14 days.

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## 1.4 Medical Care

**Where can refugees go in a medical emergency?**

In an emergency directly to a hospital. If you need to see a family doctor or a specialist, please contact the social welfare office of the district office directly.

**Do the refugees have health insurance?**

They may have travel or international health insurance. In addition, an existing entitlement to benefits from the Asylum Seekers Benefits Act includes health insurance (from the time of the Application). If you have to see a doctor, you should request a treatment certificate from the social welfare office at least one day before the appointment. It is valid for a quarter and can be picked up from the following day (without an appointment) or, if desired, sent directly to the doctor's

office. To apply for treatment certificates, please use our contact form.

## 1.5 Employment

### **Are refugees allowed to work?**

People seeking protection from Ukraine are allowed to work as soon as they have a suitable permit have received a residence permit or at least a so-called fictional certificate with the addition "employment permitted". The application for a residence permit according to §24 AufenthG is submitted to the district office. After 4-6 weeks, the residence permit can be "picked up" there, it also includes an employment permit. You can find the application [here](#).

Anyone who would like to advertise a serious job for refugees free of charge can do so, among other things, on the job finder portal of Wirtschaftsunioren Bad Kissingen

### **Do you have a serious job offer for refugees?**

Anyone who would like to advertise a serious job for refugees free of charge can do so, among other things, on the job finder portal of the Wirtschaftsunioren Bad Kissingen and via the following offers (Sprungbrett, Lehrstellenradar, IHK Lehrstellenbörse, IHK Praktikumsbörse).

## 1.6 Kindergarten and School

### **Where can the children of refugees be registered for daycare/kindergarten?**

If there is a place available, parents can register their children directly in the day-care center/kindergarten of their choice. To do this, they must contact the relevant kindergarten/day care center or their provider directly.

### **Where can refugee children be registered for school?**

After registration in the municipality of residence, the Bad Kissingen school authority will receive a notification. You will then automatically receive a letter to which school/welcome class your child will be assigned.

## 1.7 Donations and Voluntary Offers of Help for Refugees

### **How can I donate money?**

We do not accept monetary donations. If you want to donate, please contact the recognized aid organizations. E.g. with Aktion Deutschland Hilft e.V., Caritas International or similar.

### **I would like to support the refugees with donations in kind - where can I hand them in?**

On the one hand, you can contact your respective municipality directly.

In addition, the BRK, district association Bad Kissingen, has set up a pop-up store for the Ukraine aid (Schefflerstraße 1, Bad Kissingen). It opens on April 25, 2022 and is staffed Monday to Thursday from 10 a.m. to 2 p.m.

Donations in kind are needed in the form of household goods of all kinds (from cutlery and pans to toasters - only small appliances) and bedding of all kinds (from pillows to bed linen to woolen blankets).

Larger electrical appliances such as washing machines, stoves, etc. can be damaged by the limited space unfortunately not be accepted. However, the BRK would forward these devices. Please take photos of the device and send them via WhatsApp to 0151/213 238 15, stating your name and address. Alternatively, the photos can also be sent by email: [info@kvbad-kissingen.brk.de](mailto:info@kvbad-kissingen.brk.de).

### **I would like to volunteer for refugees - where can I register?**

Again, please contact your respective municipality directly, many have set up help groups and/or know where help is needed. You can also register your offer of help (interpreter, living space, etc.) in the district of Bad Kissingen on the website of the Bavarian Ministry of the Interior at [www.ukraine-hilfe.bayern.de](http://www.ukraine-hilfe.bayern.de).

If you would like to offer your help as an interpreter, you can also email us at [ukraine-hilfe@kg.de](mailto:ukraine-hilfe@kg.de). In addition to your contact details (name, address, telephone number, e-mail), please let us know when you are available.

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## **1.8 Questions about Corona**

### **Corona: Do the refugees have to be in quarantine?**

No, since February 27 Ukraine is no longer a high-risk area, so there is no quarantine requirement when entering Germany.

### **Can the refugees in the district be vaccinated against Corona?**

Yes! We offer every Ukrainian a vaccination. You can come to the Bad Kissingen vaccination center during normal opening hours ([www.kg.de/impfzentrum](http://www.kg.de/impfzentrum)). Proof of identity (passport, identity card) is required. It also makes sense to have a caregiver who can translate, as there are no interpreters available in the vaccination center. Vaccination is free.

Here you can find in Ukrainian

- [Information on the Covid-19 vaccination](#): Coronavirus: Vaccination - Bavarian State Ministry of Health and Care ([bayern.de](http://bayern.de))
- [An information sheet on vaccination](#): information sheet on COVID-19 <https://www.stmmp.bayern.de/> <https://www.stmmp.bayern.de/> Vaccination with mRNA vaccine ([rki.de](http://rki.de))

## **1.9 Other Questions**

### **Do Ukrainian driver's licenses need to be rewritten?**

Ukrainian driving licenses continue to be valid without restrictions for 6 months after taking up residence in Germany. After that, the Ukrainian driving license must be rewritten. Information and contact persons of the driving license authority of the district of Bad Kissingen can be found [here](#).

### **Can I continue to drive my vehicle with a Ukrainian license plate?**

The Ukrainian approval is valid for up to 1 year. The vehicles are usually insured with the green insurance card. As soon as you decide to stay permanently in the district of Bad Kissingen, your vehicle must be registered with a German license plate. Information and contact persons of the registration authority of the district of Bad Kissingen you can get [here](#).

### **["Wohin du willst" App](#) NOW ALSO AVAILABLE IN UKRAINIAN**

Since 2019, the mobility app ["Wohin-Du-Willst"](#) has been available to help you get around the district of Bad Kissingen by public transport: The free app, which is available for both iOS and Android devices, combines all transport connections in the region - and beyond. This means you can always call up the latest information directly on your smartphone or tablet.

The app includes the timetables of buses, trains and even carpooling via an interface to BlaBlaCar. In this way, "Wohin-Du-Willst" quickly finds the departure times of the means of transport, always

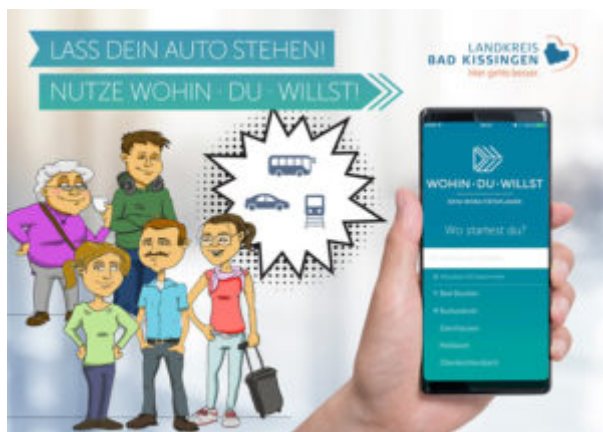
up-to-date. The app also quickly provides further information, such as the number of stops to be made, transfer options and any delays. Another special advantage: the fare is also displayed in the app.

The Hammelburg and Münnerstadt community buses are also included with their connections. You also have the option of booking call buses via the app.

Try it!

- Set mobile settings to Ukrainian and download the app
- Select UKRAINE region
- Search for train or bus connection

Source: [Mobil mit „Wohin-Du-Willst“](#)



## → Further Information

- [Language course offers](#) in the district of Bad Kissingen
- Pathway to recognition of foreign vocational qualifications in Germany of the Federal Institute for Vocational Education and Training (Bundesinstitut für Berufsbildung): [German](#), [English](#) and [Ukrainian](#)
- [Translation tools and German language courses](#) for people from Ukraine (IQ Fachstelle Berufsbezogenes Deutsch)
- [ZUM Deutsch Lernen](#) is a project of the Zentrale für Unterrichtsmedien im Internet e. V. - an association of teachers and people interested in the dissemination of free teaching and learning materials on the Internet.
- Language learning app ["Ankommen"](#) of the Federal Ministry for Migration and Refugees (free of charge)

## → Information from the Employment Agency (Agentur für Arbeit) and Job Centre

On the [website of the Bad Kissingen Employment Agency](#) you will find initial information for both refugees and employers. Basic information from the Job Centre is also linked here.

The [central website of the Federal Employment Agency](#) also offers multilingual information on the topics of work, training, language acquisition, recognition of qualifications, etc.

Various brochures and flyers from the Employment Agency and the Job Centre can be downloaded [here](#) (also in Ukrainian).

- [Contact details and opening hours of the Bad Kissingen Employment Agency](#)
- [Contact details and opening hours of the Job Centre in the district of Bad Kissingen](#)

**After registering and/or applying for cash benefits at the Employment Agency or the Job Centre, you will receive a counselling appointment with a placement specialist.**

The placement specialist will discuss your professional experience with you and get an overview of your competences, skills and professional experience.

Based on your experiences, goals and opportunities, the next steps for your path to work or training will be discussed with you.

What do you need to keep in mind?

- Please come to the appointment punctually and reliably.
- Please bring references, certificates, CV and identification documents to the appointment.

Employers can announce employment opportunities for immigrants at the Employer Service. The Employment Agency will record the job offers and provide the best possible support in acquiring staff:

Employer Hotline Tel.: 0800 4 5555 20

E-mail: [schweinfurt.arbeitgeber@arbeitsagentur.de](mailto:schweinfurt.arbeitgeber@arbeitsagentur.de)

Status: 23.06.2022

## Welcome

### Welcome to the district of Bad Kissingen

#### Welcome

#### **Welcome to the district of Bad Kissingen!**

As the head of District Administration in Bad Kissingen, I'd like to give you a warm welcome.

You are experiencing a lot of new things right now: a strange language, a new culture, new rules and laws governing our peaceful coexistence.

The Integreat app is our way of helping you get oriented and making it easier for you to integrate into our society. It includes general information on important documents, German

language classes, our school system, the world of work, medical care and much more. It also lists important points of contact and addresses that can help you in the district of Bad Kissingen.

The app is free, can be used offline and is translated into six languages (English, Arabic, Farsi, Russian, Romanian, Bulgarian - Ukrainian for the Ukraine Help section).

If you have any questions or concerns, you can contact us [»»here](#) .

I wish you all the best for your new start and hope that you will soon call the district of Bad Kissingen home.

Best wishes,

**Thomas Bold**

**Head of Bad Kissingen District Administration**



### **Things to know about the district of Bad Kissingen**

The district of Bad Kissingen is located in the administrative district of Lower Franconia and is part of the Main-Rhön region. The Franconian Saale River runs through the district – during the summer, you can take a small ship, the “Dampferle”, down the river from Bad Kissinger Rosengarten to Saline, or explore the landscape along the Saale by canoe.

The nearby Rhön Mountains are a group of low mountains located at the intersection of the German states of Bavaria, Hesse and Thüringen. The Rhön Mountains feature many different hiking trails and is known for its raised bogs, impressive vistas and many plants and animals that are protected by wildlife conservation laws. The highest peak in the Rhön range is the Wasserkuppe (950 metres above sea level); a great idea for a family outing is visiting it along with the nearby Kreuzberg, Schwarzes Moor and Rotes Moor.

The district of Bad Kissingen is also known as a “health resort district” because it includes the three Bavarian state spa towns Bad Bocklet, Bad Brückenau and Bad Kissingen. This also means the district is known by another name: the “health region”.



## **Cities and communities in the district**

### **Community of Aura a. d. Saale**

Mayor Thomas Hack

Zeilweg 2

97717 Euerdorf

Tel.: 09704 / 9131-0

Email: [poststelle@vg-euerdorf.de](mailto:poststelle@vg-euerdorf.de)

Website: [www.aura-saale.de](http://www.aura-saale.de)

### **Market town of Bad Bocklet**

Mayor Andreas Sandwall

Kleinfeldlein 14

97708 Bad Bocklet

Tel.: 09708 / 9122-0

Email: markt@badbocklet.de

Website: [www.badbocklet.de](http://www.badbocklet.de)

### **City of Bad Brückenau**

Mayor Brigitte Meyerdierks

Marktplatz 2

97769 Bad Brückenau

Tel.: 09741 / 804-0

Email: info@bad-brueckenau.de

Website: [www.bad-brueckenau.de](http://www.bad-brueckenau.de)

### **City of Bad Kissingen**

Mayor Kay Blankenburg

Rathausplatz 1

97688 Bad Kissingen

Tel.: 0971/807-0

Email: poststelle@stadt.badkissingen.de

Website: [www.badkissingen.de](http://www.badkissingen.de)

### **Market town of Burkardroth**

Mayor Waldemar Bug

Am Marktplatz 10

97705 Burkardroth

Tel.: 09734 / 9101-0

Email: info@markt-burkardroth.de

Website: [www.burkardroth.de](http://www.burkardroth.de)

### **Market town of Elfershausen**

Mayor Karlheinz Kickuth

Marktstr. 17

97725 Elfershausen

Tel.: 09704 / 9110-0

Email: [poststelle@elfershausen.de](mailto:poststelle@elfershausen.de)

Website: [www.elfershausen.de](http://www.elfershausen.de)

### **Market town of Euerdorf**

Mayor Patricia Schießer

Zeilweg 2

97717 Euerdorf

Tel.: 09704 / 9131-0

Email: [poststelle@vg-euerdorf.de](mailto:poststelle@vg-euerdorf.de)

Website: [www.euerdorf.de](http://www.euerdorf.de)

### **Community of Fuchsstadt**

Mayor Peter Hart

Kissinger Str. 37

97727 Fuchsstadt

Tel. 0 97 32 / 26 64

Email: [poststelle@fuchsstadt.de](mailto:poststelle@fuchsstadt.de)

Website: [www.fuchsstadt.de](http://www.fuchsstadt.de)

### **Market town of Geroda**

Mayor pf Alexander Schneider

Municipal association in Bad Brückenau

Sinnastraße 14 A

97769 Bad Brückenau

Tel.: 0 97 41 / 91 19 - 0

Email: [geroda@vgem-bad-brueckenau.de](mailto:geroda@vgem-bad-brueckenau.de)

Website: [www.geroda.de](http://www.geroda.de)

### **City of Hammelburg**

Mayor Armin Warmuth

Marktplatz 1

97762 Hammelburg

Tel.: 09732 / 902-0

Email: [post@hammelburg.de](mailto:post@hammelburg.de)

Website: [www.hammelburg.de](http://www.hammelburg.de)

### **Market town of Maßbach**

Mayor Matthias Klement

Marktplatz 1

97711 Maßbach

Tel.: 09735 / 89-0

Email: [zentrale@massbach.de](mailto:zentrale@massbach.de)

Website: [www.massbach.de](http://www.massbach.de)

### **Community of Motten**

Mayor Jochen Vogel

Fuldaer Str. 11

97786 Motten

Tel.: 09748 / 9191-0

Email: [info@motten.de](mailto:info@motten.de)

Website: [www.motten.de](http://www.motten.de)

### **City of Münnerstadt**

Mayor Helmut Blank

Marktplatz 1

97702 Münnerstadt

Tel.: 09733 / 8105-0

Email: [steuerung@muennerstadt.de](mailto:steuerung@muennerstadt.de)

Website: [www.muennerstadt.de](http://www.muennerstadt.de)

### **Community of Nüdlingen**

Mayor Harald Hofmann

Kissinger Str. 1

97720 Nüdlingen

Tel.: 0971 / 7271-0

Email: [poststelle@nuedlingen.de](mailto:poststelle@nuedlingen.de)

Website: [www.nuedlingen.de](http://www.nuedlingen.de)

**Community of Oberleichtersbach**

Mayor Dieter Muth

Municipal association in Bad Brückenau

Sinnastraße 14 A

97769 Bad Brückenau

Tel.: 0 97 41 / 91 19 - 0

Email: [oberleichtersbach@vgem-bad-brueckenau.de](mailto:oberleichtersbach@vgem-bad-brueckenau.de)

Website: [www.oberleichtersbach.de](http://www.oberleichtersbach.de)

**Market town of Oberthulba**

Mayor Gotthard Schlereth

Kirchgasse 16

97723 Oberthulba

Tel.: 09736 / 8122-0

Email: [poststelle@oberthulba.de](mailto:poststelle@oberthulba.de)

Website: [www.oberthulba.de](http://www.oberthulba.de)

**Community of Oerlenbach**

Mayor Franz Kuhn

Schulstraße 8

97714 Oerlenbach

Tel.: 09725 / 7101-0

Email: [oerlenbach@oerlenbach.de](mailto:oerlenbach@oerlenbach.de)

Website: [www.oerlenbach.de](http://www.oerlenbach.de)

**Community of Ramsthal**

Mayor Alfred Gündling

Municipal association in Euerdorf

Zeilweg 2

97717 Euerdorf

Tel.: 09704 / 9131-0

Email: [poststelle@vg-euerdorf.de](mailto:poststelle@vg-euerdorf.de)

Website: [www.ramsthal.de](http://www.ramsthal.de)

### **Community of Rannungen**

Mayor Fridolin Zehner

Municipal association in Maßbach

Marktplatz 1

97711 Maßbach

Tel.: 09735 / 89-0

Email: [zentrale@massbach.de](mailto:zentrale@massbach.de)

Website: [www.rannungen.de](http://www.rannungen.de)

### **Community of Riedenberg**

Mayor Roland Römmelt

Municipal association in Bad Brückenau

Sinnastraße 14 A

97769 Bad Brückenau

Tel.: 0 97 41 / 91 19 - 0

Email: [riedenberg@vgem-bad-brueckenau.de](mailto:riedenberg@vgem-bad-brueckenau.de)

Website: [www.riedenberg.de](http://www.riedenberg.de)

### **Market town of Schondra**

Mayor Bernold Martin

Municipal association in Bad Brückenau

Sinnastraße 14 A

97769 Bad Brückenau

Tel.: 0 97 41 / 91 19-0

Email: [schondra@vgem-bad-brueckenau.de](mailto:schondra@vgem-bad-brueckenau.de)

Website: [www.schondra.de](http://www.schondra.de)

### **Community of Sulzthal**

Mayor August Weingart

Municipal association in Euerdorf

Zeilweg 2

97717 Euerdorf

Tel.: 09704 / 9131-0

Email: [poststelle@vg-euerdorf.de](mailto:poststelle@vg-euerdorf.de)

Website: [www.sulzthal.de](http://www.sulzthal.de)

### **Community of Thundorf**

Mayor Egon Klöffel

Municipal association in Maßbach

Marktplatz 1

97711 Maßbach

Tel.: 09735 / 89-0

Email: [zentrale@massbach.de](mailto:zentrale@massbach.de)

Website: [www.thundorf.de](http://www.thundorf.de)

### **Community of Wartmannsroth**

Mayor Jürgen Karle

Hauptstraße 15

97797 Wartmannsroth

Tel.: 09737 / 9102-0

Email: [gemeinde@wartmannsroth.de](mailto:gemeinde@wartmannsroth.de)

Website: [www.wartmannsroth.de](http://www.wartmannsroth.de)

### **Market town of Wildflecken**

Mayor Gerd Kleinhenz

Rathausplatz 1

97772 Wildflecken

Tel.: 09745 / 9151-0

Email: [info@wildflecken.de](mailto:info@wildflecken.de)

Website: [www.wildflecken.de](http://www.wildflecken.de)

### **Market town of Zeitlofs**

Mayor Wilhelm Friedrich

Baumallee 12

97799 Zeitlofs

Tel.: 09746 / 9119-0

Email: [poststelle@markt-zeitlofs.de](mailto:poststelle@markt-zeitlofs.de)

Website: [www.markt-zeitlofs.de](http://www.markt-zeitlofs.de)

## Important Documents

### Residence permit

Many non-German nationals have an identification card (Ausweis). Your identification card provides details on your status and whether restrictions apply for any potential employment ("when am I allowed to work?").

#### **There are 5 types of documents:**

##### **1. Proof of arrival (Ankunftsnachweis)**

Status: Asylum requested (Asylbegehrende)

Background: Issued to non-German nationals who have requested asylum. Valid from the time of request for asylum and the official application for asylum at the Federal Office for Migration and Refugees (BAMF).



##### **2. Temporary residence permit (Aufenthaltsgestattung)**

Status: Asylum seeker (Asylsuchende)

Background: Issued for the implementation of an asylum procedure up until the decision of the Federal Office for Migration and Refugees (BAMF).

The ID card for asylum seekers includes conditions of employment, housing situation and initial territorial limitations.

- If an employment permit is required, this can be applied for at the [Immigration Office](#) (employer or employee)
- Responsible for work placements: [»»Federal Employment Agency](#)



### 3. Temporary residence permit (Fiktionsbescheinigung)

Status: Recognised asylum seekers

Background: Transition document valid for the period after your application for asylum has been granted, until you receive your residence permit.



### 4. Residence permit

Status: Recognised asylum seekers

Background: Asylum granted

The residence permit grants temporary residence. It is issued in accordance with the Residence Act (e.g. residence for humanitarian reasons).

- Basis for a permanent residence permit
- This opens up the option for a future indefinite right of residence (settlement permit)
- Generally unrestricted access to the labour market without the need for a work permit
- Responsibility for work placements or financial services: [»»Job Centre](#)



### 5. Temporary postponement of deportation (Duldung)

Status: People with temporary postponement of deportation (Geduldete)

Background: Rejected asylum application

A "Duldung" is a temporary postponement of deportation and does NOT grant you legal residence! This document is only granted if deportation is impossible due to legal, factual, humanitarian, or personal reasons.

- General regulation for temporary legal suspension of deportation for certain groups by order of the highest state authority for a maximum duration of 3 months ("suspension of deportation")
- As a general rule, a work permit is necessary; apply to the [»»Immigration Office](#) (employer or employee)
- Responsible for work placements: [»»Federal Employment Agency](#)



## Asylum application

Are you registered in Germany and living in shared accommodation? What happens next?

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### The next steps are outlined here:

#### 1. personal application for asylum

- You apply for asylum at the Federal Office for Migration and Refugees (**BAMF**).
- **Important:** You can only 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.

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



- You must report to the [»»Ausländerbehörde](#) after your first appointment.

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#### 3. personal interview

- The second interview appointment is the actual interview. The BAMF will decide on your asylum application. It will then send you a decision.

#### a) The decision is negative

- If the decision is negative and you wish to contest it (i.e. you do not agree with it), go immediately to your  [""Refugee and integration counselling centre](#). They will discuss with you what you can do and can put you in touch with specialised lawyers.
- If you decide to leave voluntarily, you can receive financial support for your new start in your home country  [""Return counselling](#)

## **b) The decision is positive, i.e. you are recognised. What are the next steps?**

**Fictitious certificate or electronic residence permit (eAT):** Immediately after the BAMF decision has been delivered, it is necessary to take care of an identity document or equivalent: [""Foreigners' Registration Office](#)

**Job centre:** You will no longer receive your money from the social welfare office, but must submit [an](#) application to the [""job centre](#).

## **Advice and help**

### **Refugee and integration counselling**

#### **Target groups:**

- People with provisional residence permits
- People without residence permits
- People permitted to stay in Germany for the long term
- Anyone who works or is important in the field of refugee aid, immigration and integration

#### **Goals:**

The services offered by Immigration Services are usually only temporary. The goals are adapted to suit personal needs and requirements, as well as the prospects the person has for being able to stay in Germany. People need help from others in order to be able to help themselves independently and make responsible choices about how they lead their lives. The Caritas organisation advocates for fair asylum processes, which means providing access to substantive preparation for hearings and comprehensive counselling on the asylum process. You can read about operative goals in the framework description of immigration counselling as per the Counselling and Integration Guideline (BIR).

#### **Counsellors are responsible for:**

- Individualised, needs-oriented one-on-one counselling
- Support with language acquisition / arranging placements in integration courses
- Getting interpreters / intercultural mediators involved
- Getting volunteer organisations and the community involved

- Support with matters relating to public authorities
- Evaluating and explaining school, work and career prospects
- Sharing information about educational opportunities
- Support with matters relating to livelihood
- Putting people in contact with other expert services
- Counselling on a variety of problems relating to marriage, family and health in light of the person's cultural background
- Counselling as per the Legal Services Act
- Asylum process counselling (information on how the asylum process works, preparing for hearings, explanations)
- Passing on information about rights and obligations relating to the asylum process and/or the person's residence status, eligibility for services, options for medical care
- Crisis intervention
- Conflict management
- Brief counselling sessions and giving information by telephone
- Assistance with learning how to fill in forms and applications
- Return counselling
- Counselling regarding other services for intercultural interaction
- Obtaining kindergarten and nursery placements
- Sharing information about cultural values and norms
- Organising "cooperations" in the accommodation and neighbourhood
- Options for groups
- Working with volunteers
- Networking and collaboration
- Public relations
- Administrative activities
- Quality assurance (supervision, professional training and continuing education, etc.)

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**Contact:**

Caritasverband für den Landkreis Bad Kissingen e.V.

Refugee and integration counselling

Hartmannstr. 2a (2nd floor)

97688 Bad Kissingen

Tel: 0971 / 7246 9200

[www.caritas-kissingen.de](http://www.caritas-kissingen.de)

**You must make an appointment in advance to receive counselling**

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There is a special separate counselling centre for young people and young adults aged between 12 and 27 years old:»»[Jugendmigrationsdienst \(Youth Immigration Service\)](#)

### **Mobile youth immigration services (up to age 27)**

#### **Target group:**

Youth immigration services (JMD) support young immigrants aged 12 to 27 years old who are likely to be allowed to stay in Germany long term

#### **Countries of origin:**

- EU citizens
- Ethnic repatriates
- Recognised young refugees
- Young refugees with subsidiary protection
- Young asylum seekers (if the service has the capacity to do so)

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#### **Counsellors are responsible for:**

- Counselling and individual support for young immigrants in matters of rights of residence, school, work and social interaction
  - Vocational training placements
  - Support with writing applications
  - Filling in a variety of forms and similar documents
- Counselling and socio-pedagogical support of young people attending languages courses (e.g. at the Sprachakademie RABE in Bad Brückenau)  
Close cooperation with and referrals of young immigrants to the»»[Bildungsberatung Garantiefonds Hochschule](#) (an educational foundation) in Nuremberg (Otto-Benecke-Stiftung)

---

#### **Contact:**

DER PARITÄTISCHE

Mobiler Jugendmigrationsdienst (Mobile Youth Immigration Services)

Helena Dück

Mobile: 0160 415 39 33

helena.dueck@paritaet-bayern.de

**Counselling hours:**

Hammelburg Jugendladen, Kirchgasse 10

Monday 9:30 AM – 12:30 PM

(By appointment)

**Bad Kissingen** KIDRO, Maxstr. 40

Monday 2:00 PM – 4:30 PM and Tuesday 9:30 AM – 6:00 PM

**Bad Brückenau** R.A.B.E. e.V., Dr. Gartenhof-Str. 4,

Thursday 10:30 AM – 2:30 PM and 4:00 PM – 8:00 PM

**SOLWODI – Solidarity With Women In Distress**

**Counselling centre for foreign women and girls at risk**

If you:

- are being affected by violence or exploitation
- are being threatened by your husband/partner or another person
- have been forced into prostitution and/or wish to stop
- are going to be married against your will
- are being affected by female genital mutilation
- are experiencing problems with your residence status
- need support with legal questions or with the authorities
- need help with returning to your home country

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**Then we're here to help you!**

Our female social workers offer professional, free, individualised counselling and practical help:

- if needed: accommodation in a women's shelter (5 beds available)
- socio-pedagogical counselling and support for the short and long term
- anonymous, free of charge, regardless of religion-
- This can include the following, depending on your individual situation:

- psychosocial counselling
- support with official matters
- referrals and accompaniment to lawyers, doctors, the police, etc.
- help with finding a job and a place to live
- help with issues relating to residence status or integration
- referrals to German language courses
- specialised repatriation advice

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### **Contact:**

SOLWODI Bayern e.V.

Seehof 1

97688 Bad Kissingen

Telephone 0971 / 802 759

Email: bad.kissingen@solwodi.de

### **Counselling hours:**

Available by telephone Monday – Friday 9:00 AM – 5:00 PM

## **Work and vocational training opportunities**

### **A project for young adults**

The plan is for project participants to obtain a job or vocational training placement in accordance with their abilities. This goal can be achieved through individual coaching.

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### **Target group:**

Young adults as per SG II who require active support – particularly immigrants.

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### **Responsibilities:**

- Career orientation
- Creating up-to-date application materials
- Application training
- Personal one-on-one coaching
- Individualised general education
- Getting hired

- Active applications
- Interning/working at a company

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**Contact:**

Kolping-Bildungszentrum (Kolping Educational Centre)

Second office in Bad Kissingen

Kapellenstr. 5

97688 Bad Kissingen

Telephone: 0971 / 699 36 41

**Contact person:**

Josefine Werner

Email: josefine.werner@kolping-bildung-schweinfurt.de

**Counselling hours:**

Monday to Wednesday from 8:00 AM – 4:00 PM

Thursday and Friday by appointment

**Job Companion (Jobbegleiter)**

**Target group:**

- Refugees aged 25 and over
- Local businesses that have hired or wish to hire a refugee

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**Responsibilities:**

**For refugees:**

- Getting integrated into the working world
- Making contacts
- Mentors and initial contact persons for dealing with everyday challenges
- Coordination between public authorities, officials and counselling centres

**For companies:**

- Help with looking for suitable employees
- Support with legal questions
- Stabilising employment relationships
- Intercultural training

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**Contact:**

Kolping-Bildungszentrum (Kolping Educational Centre)

Second office in Bad Kissingen

Kapellenstr. 5

97688 Bad Kissingen

Telephone: 0971 / 699 36 41

Mobile: 0151 / 1801 3378

**Contact person:**

Katharina Ferraro

E-Mail: [katharina.ferraro@kolping-bildung-schweinfurt.de](mailto:katharina.ferraro@kolping-bildung-schweinfurt.de)

Email: [jobbegleiter@kolping-bildung-schweinfurt.de](mailto:jobbegleiter@kolping-bildung-schweinfurt.de)

**Counselling hours:**

Monday to Wednesday from 8:00 AM – 4:00 PM

Thursday and Friday by appointment

**Integrationslotsin (Integration Coordination)**

**Target group:**

A point of contact and coordination centre for all residents of the district of Bad Kissingen who wish to volunteer in the field of integration and asylum or already do so.

The Integrationslotsin is a coordinating body that handles all organisations in the district of Bad Kissingen such as help groups, immigration counselling centres, the District Administrative Office, the Malteser organisation, schools and vocational training sites.

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**Responsibilities:**

- Point of contact and counsellor for volunteers with questions or problems
  - Networking between volunteers and professionals for questions about integration and regional organisations
  - Coordinating and supporting volunteers
  - Point of contact and network for volunteers and help groups
  - Organising and hosting events and training sessions, qualification programmes and exchanges of information on current issues in integration
  - Support in searching for residences for immigrants
-

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**Contact:**

Nathalie Flügel  
Caritasverband für den Landkreis Bad Kissingen e.V.  
Hartmannstr. 2a  
97688 Bad Kissingen  
Tel: 0971 / 7246 9104

**MehrGenerationenHaus**

**Target group:**

Foreign citizens, regardless of status and age.

Special project "Integration

Our favourite colour is COLOURFUL!

The MehrGenerationenHaus Bad Kissingen offers integration after migration! Through our diverse offers, we enable participation in the social life of our district.

We support rapprochement through communication, communal togetherness and support for the individual, e.g. through German courses, learning mentors and joint activities.

We offer a wide range of services - just come and visit us!

Everyone is WELCOME - young and old - locals and newcomers!

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**Offers:**

Guided toddler group

Whether your baby is already crawling or not - everyone is welcome!

Singing, playing, being happy ... and sometimes a breakfast together!

New from 2020! Healthy breakfast! (Only with registration)

Wednesday and Friday from 10.00 a.m. - 12.00 p.m.

Language Café

Cosy atmosphere - get to know each other - speak GERMAN

Wednesday: 14.30 - 16.30 with open office hours for questions / problems

Women's Fitness

Local and immigrant women meet for walking in the city park Thursday: 2.00 - 3.00 p.m.

Meeting point is at the MGH at shortly before 14:00!

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**Contact:**

MehrGenerationeHaus  
Von-Hessing-Strasse 1  
97688 Bad Kissingen  
Tel.: 0971 699 33 81  
Mail: [Info@mgh-badkissingen.de](mailto:Info@mgh-badkissingen.de)

Contact person:

Katja Kellermann and Georg Panzer

Monday - Friday from 10:00 to 17:00 hrs

## Support groups

In many neighbourhoods, there are groups that work for you without payment. The volunteers can help you find your way around your neighbourhood, take part in leisure and sports activities and help you if you have questions about everyday life. For example, if you don't understand a letter in German or if you would like to know where there are good shopping and sports facilities or how bus travel works. Volunteers can also help you with questions about a bank account. Many volunteer groups also offer help if you would like to learn German.

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If you have any questions about the help groups or if you are interested in volunteering, please contact the ["Integrationslotsin" \(integration guide\)](#).

### **Contact:**

Caritasverband für den Landkreis Bad Kissingen e.V.

Hartmannstr. 2a

97688 Bad Kissingen

☎ [+49 \(0\) 97172469104](tel:+49(0)97172469104)

☎ [+49 \(0\) 97172469105](tel:+49(0)97172469105)

☎ [+49 \(0\) 15144051828](tel:+49(0)15144051828)

@[integrationslotsin@caritas-kissingen.de](mailto:integrationslotsin@caritas-kissingen.de)

## Central Repatriation Advice Centre

Do you plan on returning to your previous country, before the BAMF has made a decision on your application for asylum? Are you uncertain how to get your passport back or do you need financial help for the journey? The Central Repatriation Advice Centre (ZRB) can advise you on your options on voluntarily returning to your previous country. The advice is provided in an open-ended way. This means that you decide after the consultation itself whether you would like to leave voluntarily or not.

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### **Contact:**

Zentrale Rückkehrberatung für Westbayern (Central Repatriation Advice Centre for West Bavaria)

Caritasverband für die Diözese Augsburg e.V.

Franziskanergasse 3

97070 Würzburg

Tel. 0931 / 386 66 782

Fax 0931 / 386 66 695

[info@zrb-westbayern.de](mailto:info@zrb-westbayern.de)

[www.zrb-nordbayern.de](http://www.zrb-nordbayern.de)

## **Inclusion: Counselling Services for People with Disabilities**

### **Beratungsstelle für Inklusion des Staatlichen Schulamts Bad Kissingen**

#### **(Counselling Centre for Inclusion of the Bad Kissingen State Education Authority)**

The Advisory Centre for Inclusion is a central point of contact for parents in the district of Bad Kissingen for questions about inclusion in school.

Target group: Parents of children with disabilities

Information on the topic of inclusion: advice on possible places of learning, referral to contact persons and coordination of possible support systems. The counselling is independent, discreet, free of charge and individual.

Contact details:

Counselling Centre for Inclusion of the Bad Kissingen State Education Authority  
Klosterweg 10, 97688 Bad Kissingen, Germany

E-mail: [beratungsstelle-inklusion@kg.de](mailto:beratungsstelle-inklusion@kg.de)

Telephone: 0971/801-7076

Tuesday 11.30-12.30

Wednesday 12.00-13.00

An answering machine is switched on outside the telephone consultation hours.

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## **Offene Behinderten Arbeit der Lebenshilfe Bad Kissingen**

### **(Open work for the disabled of the Lebenshilfe Bad Kissingen)**

[>>> Flyer "Open Work for the Disabled" of the Lebenshilfe](#)

The OBA offers all people with disabilities and their families advice and assistance in claiming the benefits to which they are entitled.

benefits to which they are entitled, especially in the case of pflege and health insurance benefits and in the case of participation and rehabilitation.

- Help with referral to other facilities, e.g. short-term pflege.
- We are also happy to provide advice as a discussion partner for everyday problems and in special situations.
- It goes without saying that we treat all concerns confidentially and are subject to confidentiality.

## Leisure activities

The Open Work for the Disabled (Offene Behindertenarbeit der Lebenshilfe - OBA) offers people with disabilities of all ages a wide range of leisure activities according to their interests and needs.

and needs, the OBA offers a wide range of leisure activities. These include daytime activities such as swimming, going to the cinema or open meetings as well as holiday activities lasting several days in Germany and abroad.

In principle, everyone can take part in the events. The costs of the individual events are announced in the respective announcement. Open meetings are free of charge. People who are entitled to benefits from the Pflegekasse can settle care costs via the Pflegekasse.

## Family Service - FED -

The Family Relief Service offers one-to-one care for disabled children, adolescents and adults on an hourly or daily basis in order to support relatives in caring for their disabled family member.

- The service includes care, recreational support and care services.
- The Family Relief Service is oriented towards the needs and circumstances of the family. The type and scope of care are determined on an individual basis.
- For financing purposes, the benefits of prevention care and additional care services can be claimed.

### Office hours:

Monday - Thursday: 10:00 - 12:00 hrs.

Tuesday - Wednesday: 13:00 - 15:00

Thursday: 17:00 - 19:00 hrs

also Thursday: 14:00 - 15:30

alternating between school and workshops

Contact person: Mechthild Jordan [Dipl. Soz..arb. (FH)]

Open work with the disabled at Lebenshilfe Bad Kissingen  
Garden Street 8  
97688 Bad Kissingen

Telephone: 0971 / 69898671

Email:

Email: [oba@lh-kg.de](mailto:oba@lh-kg.de)

Website: <https://web.lh-kg.de/offene-hilfen/>

## Ergänzende unabhängige Teilhabeberatung (EUTB) des GFIs

### (Adjuvant Independent Participation Counselling (EUTB) of the GFI)

Supplementary Independent Participation Counselling (EUTB) of the gfi gGmbH Schweinfurt. The EUTB advises people with disabilities or illnesses, as well as their relatives/friends and specialised agencies in the districts of Schweinfurt, Bad Kissingen, Hassfurt and Rhön-Grabfeld.

The counselling is free of charge, low-threshold and independent of service providers and service providers. The counselling centre is open to everyone - regardless of whether physical or mental impairments are present or threatening.

If desired, counselling can also be provided anonymously.

The EUTB acts as a guide for those seeking advice to the right contact points, informs them about the possibilities of support services and benefits, helps with applications and provides support where there may not be a suitable contact person. This concerns all topics of life, e.g. housing - financial security - professional matters - rehabilitation.

We advise you by telephone, by e-mail and, after making an appointment, also in person. The well-trained counselling team takes its time, listens and finds the best possible solution for the respective concerns together with the person seeking advice.

The EUTB Schweinfurt of gfi gGmbH Schweinfurt is one of 500 nationwide counselling centres established in 2018 on the basis of Section 32 of the Ninth Book of the Social Code (SGB IX) and funded by the Federal Ministry of Labour and Social Affairs (BMAS).

The EUTB does not offer legal advice or support in appeal and legal action proceedings.

#### Contact details:

Teilhabeberatung der gfi gGmbH:  
Londonstraße 20, 97424 Schweinfurt

Bad Kissingen branch office:  
Maxstr. 24, 97688 Bad Kissingen

E-mail: [info@teilhabeberatung-schweinfurt.de](mailto:info@teilhabeberatung-schweinfurt.de)

Telephone:  
Claudia Werner-Herre: 0971 699353-34  
Elke Rinneck: 09721 1724-33  
Ann-Kathrin Tietje: 09721 1724-33  
Yvonne Röhl: 09721 1724-33

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## **Integrationsfachdienst Schweinfurt (Außenstelle Bad Kissingen)**

### **(Integration Service in Bad Kissingen)**

The Schweinfurt Integration Service (ifd) has the task of making the integration of people with disabilities into working life as uncomplicated and smooth as possible and advises those affected as well as employers. Various measures provide individual counselling, support and guidance on the topic of disability in working life. The services are free of charge for employers and people with disabilities.

The tasks are divided into three main areas: transitions, placement and securing employment. The area of transitions is open to pupils with individual support needs who are accompanied from a special school or inter-company training into working life. The placement area offers concrete help in finding a job and developing career prospects

(application coaching, clarification of abilities and inclinations, as well as acquisition and internships for testing).

The Safeguarding department advises and informs people with disabilities and their employers about support and adaptation options to secure the existing job. They also provide support within the framework of occupational integration management (BEM).

A new project is the Single Point of Contact for Employers (Einheitliche Ansprechstellen für Arbeitgeber, EAA), which provides advice on work and disability as well as funding opportunities and supports the recruitment and training of people with disabilities.

A project in the area of transitions is the Individual Company Qualification within the framework of Supported Employment, or "Supported Employment" (UB) for short. Participants in this measure are assigned by the employment agency or the pension insurance institutions. Internships are used to try to find out the suitability and skills of the participants in order to get them into work.

Contact details:

Schweinfurt Integration Service

Londonstraße 20, 97424 Schweinfurt, Germany

E-mail: <mailto:info@ifd-schweinfurt.de>

Telephone:

Transitions section: 09721 1724-25

Mediation department: 09721 1724-33

Safeguarding section: 09721 1724-27

[www.ifd-schweinfurt.de](http://www.ifd-schweinfurt.de)

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## Care Support Point in the District of Bad Kissingen

### (Pflegestützpunkt Landkreis Bad Kissingen)

The care support point is aimed at all people from the district of Bad Kissingen who are looking for advice and have questions and a need for support in relation to an existing or foreseeable care situation. The care situation can concern older people, but also children and young people in need of care or disabled people.

The care support point is the contact point for people in need of care themselves as well as for their relatives and helping environment such as neighbours or friends. However, professionals such as doctors, nursing staff, inpatient facilities, social services and wards, carers or administrative staff can also contact the care support point.

The care support point acts as a guide, pilot and information provider. The counselling ranges from brief information by telephone to complex case management with the development of individual care plans.

In individual cases, the support is also designed for a longer period of time, but is not a permanent accompaniment. The care counselling ends when the person seeking advice is able to organise care themselves or no longer wants further counselling. The aim is to support

self-determination in a care situation.

The Care Support Point works closely with the Juliuspital Specialist Centre for Family Caregivers of the Carl von Heß'sche Social Foundation.

Please make an appointment. Due to the corona situation, counselling appointments at the District Office are only possible by appointment. Outside opening hours, additional appointments can be made for counselling or, in justified individual cases, for home visits. Counselling is neutral and free of charge.

You can find more on this topic on the website of the Federal Ministry of Health.

More detailed information has been compiled by the team of the care support point here.

- [Flyer Care Support Point - Counselling and Help](#)
- [Data protection information of the district of Bad Kissingen](#)
- [Declaration of consent and declaration of agreement](#)

Data protection: Special information on data protection can be found at [Datenschutz.kg.de](https://Datenschutz.kg.de)

- [Housing advice "Conversion - New Construction - Barrier-Free](#)
- [Online lecture "In love and rage - accepting and understanding dementia"](#)
- [Dementia Competence Network](#)
- [Dementia guide](#)
- [Brochure "Growing older in the district of Bad Kissingen](#)
- [Application for state care allowance](#)

#### Contact details:

Bad Kissingen District Care Support Centre


Bad Kissingen District Office  
Obere Marktstraße 6, 97688 Bad Kissingen, Germany

E-mail: [pflegestuetzpunkt@kg.de](mailto:pflegestuetzpunkt@kg.de)

Telephone: 0971/801-5300

## Important offices

### Immigration office

To be able to live in Germany as a foreigner, you need a  ["residence permit."](#) These are visa, residence permit, EU Blue Card, settlement permit, permanent residence permit. To apply for a residence permit, you must go to the Foreigners' Registration Office at the District Office.

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

- Extension of the proof of arrival
- Issue and extend a residence permit
- Applying for a work permit

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## Steps after a positive decision from the BAMF:

### Apply for an electronic residence permit (eAT)

#### (1) Application

Please contact your local immigration office.

#### (2) Appointment

Personal appointments at the Foreigners' Registration Office are only possible by prior arrangement during opening hours.

If necessary, please bring an interpreter with you when submitting your application. The interpreter can translate your request (the reason for the visit). The costs for an interpreter are generally not covered by the Foreigners' Registration Office.

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#### **Contact:**

Bad Kissingen District Office  
Foreigners' Registration Office  
📍 Obere Marktstr. 6  
97688 Bad Kissingen  
@E-mail: [auslaenderbehoerde@kg.de](mailto:auslaenderbehoerde@kg.de)

#### **Appointments only possible by prior arrangement!**

#### **🕒 Opening hours:**

Monday / Tuesday 08:00 to 12:00 and 14:00 to 16:00  
Wednesday closed  
Thursday 08:00 to 12:00 and 14:00 to 17:00  
Friday 08:00 to 12:00

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

Once you have arrived in Germany, the Social Welfare Office (Sozialamt) responsible for your place of residence will provide support in the form of money and benefits in kind, as long as you are not able to reliably provide for your own livelihood, in accordance with the **Asylum Seekers Benefits Act** (AsylbLG). These benefits cover food, clothing and medical care, accommodation, and personal needs (e.g. covering the cost of train tickets, telephone bills).

However, in order to receive government help, you must meet very strict legal requirements: Before asylum seekers can receive or continue to receive benefits under AsylbLG, they usually need to have exhausted their own assets or income. This also includes income or assets from

family members living in the same household. In terms of assets, there is an allowance of €200 per family member. If you live in a refugee accommodation and have an income or assets, you must recompense the local government for the costs of your accommodation, food and other benefits.

**Medical services** (medical and dental treatments) may only be accessed by asylum seekers if they treat an acute illness or pain. Asylum seekers also receive vaccinations and preventative check-ups in order to prevent illness. To do this, it is necessary to obtain a medical treatment certificate (Behandlungsschein) from the Social Welfare Administration (Sozialhilfverwaltung) before visiting the doctor. This allows the doctor to charge for the services they provide and approve referrals to specialists if necessary.

Furthermore, when claiming benefits, services for [»»education and participation](#) in social and cultural life and other services are provided (e.g. pregnancy assistance, items needed for your first baby). In regard to this topic, please contact the caseworker responsible for you.

### **Contact:**

Landratsamt Bad Kissingen (District Administrative Office)

Social Welfare Office

Building: Münchner Str. 5

Mailing address: Obere Marktstr. 6

97688 Bad Kissingen

### **Contact person:**

#### **Services for asylum seekers in the region of**

Bad Brückenau, Elfershausen, Motten, Münnerstadt, Oerlenbach

Richard Drescher

Tel.: 0971 / 801 2090

Email: richard.drescher@kg.de

Bad Bocklet, Bad Kissingen, Euerdorf, Hammelburg, Oberthulba, Ramsthal, Riedenberg, Wildflecken, Zeitlofs

Tabea Schönwiesner

Tel.: 0971 / 801 2121

Email: tabea.schoenwiesner@kg.de

### **Hours:**

Monday / Tuesday

8:00 AM to 12:00 PM and 2:00 PM to 4:00 PM

Wednesday

8:00 AM to 12:00 PM

Thursday

8:00 AM to 12:00 PM and 2:00 PM to 5:00 PM

Friday

8:00 AM to 12:00 PM

### **Youth Welfare Office (Jugendamt)**

### **Youth and Family Office (Amt für Jugend und Familie)**

#### **The Youth Welfare Office has the following responsibilities:**

- General help and support services for families in matters of
  - Parenting problems
  - Problems between family members
  - Violence (physical/mental) inflicted on children/teenagers by parents, step-parents, adults
  - Violent behaviour of children/teenagers towards their peers/siblings
  - Violent behaviour of children/teenagers towards parents, step-parents, adults
  - Domestic violence that affects children/teenagers
- Counselling during separation and divorce
- Juvenile court support
- Early-childhood support ->>>[KoKi](#)
- Adoption, fostering
- Kindergarten supervision
- Referrals, support and management of parenting assistance
- Protection from violence and support for children/teenagers who are at risk (e.g. neglect, abuse, mistreatment)

The Youth Welfare Office also offers counselling services for children and teenagers who have questions, problems or emergency situations.

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#### **Contact:**

Landratsamt Bad Kissingen (District Administrative Office)

## Youth Welfare Services

Obere Marktstr. 6

97688 Bad Kissingen

Tel.: 0971 / 801 0

Email: poststelle@kg.de

### **Hours:**

Monday / Tuesday

8:00 AM to 12:00 PM and 2:00 PM to 4:00 PM

Wednesday

8:00 AM to 12:00 PM

Thursday

8:00 AM to 12:00 PM and 2:00 PM to 5:00 PM

Friday

8:00 AM to 12:00 PM

**We strongly recommend making an appointment by telephone in advance!**

## **Employment Agency (Agentur für Arbeit)**

If your asylum procedure is still ongoing (**temporary residency permit**) or if you have a "Duldung" (**temporary postponement of deportation**), the Federal Employment Agency is responsible for you and is your point of contact

- for the transition from school into the labour market (career counselling)
- for job placements
- for counselling on professional training
- for employer counselling (Employer Service)

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### **Contact:**

Agentur für Arbeit Bad Kissingen

Columbiastr. 10

97688 Bad Kissingen

Tel.: 0800 4 5555 00 (calls are free)

Email: BadKissingen@arbeitsagentur.de

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### **Hours**

Monday – Friday:

8:00 AM – 12:00 PM

Additional opening hours on Thursday:

1:00 PM – 5:00 PM

Address

Agentur für Arbeit Schweinfurt

97418 Schweinfurt

Please only use the mailing address to correspond with the Employment Agency. This will get your documents to the right person more quickly.

---

The **Career Information Centre (Berufsinformationszentrum - BIZ)** offers information on education, careers and the job market. You can also search for traineeships or jobs online. You do not need to make an appointment, and the service is free.

There are also special application computers you can use to create your application materials. You can also scan in application photos or certificates and references.

### **Contact:**

BIZ

Kornacher Str. 6

97421 Schweinfurt

### **Hours:**

Monday and Tuesday

7:30 AM – 3:30 PM

Wednesday

7:30 AM – 12:30 PM

Thursday

7:30 AM – 5:00 PM

Friday

7:30 AM – 12:30 PM

---

You can find more information on professional advice and job placements here: [»»Vocational training and work](#)

Are you **recognised**? Then the [»»Job Centre is](#) your point of contact for counselling and job placements (exception: If you are entitled to unemployment money or not entitled to “unemployment money II” [Arbeitslosengeld II], for example due to your income/assets)

## The Job Centre

The Job Centre is responsible for **recognised asylum seekers** and is your point of contact

- if you need support:
  - provides financial support
- if you are unemployed:
  - can help you to find a job or get qualifications, depending on what you need
  - can help you to find career advice and get your qualifications recognised in Germany
  - makes it possible for you to participate in a language course, for example (integration course, job-related language course)

---

You can find more information on professional advice and placements here: [»»Vocational training and work](#)

---

If you have a **temporary residency permit** – meaning that your asylum procedure is still ongoing or your application for asylum has been rejected and you have a certificate granting temporary postponement of deportation (**Duldung**) – then the [»»Employment Agency \(Agentur für Arbeit\)](#) is where you go for career support.

---

## Steps after a positive decision

You have received a positive decision from the BAMF, so the asylum procedure has come to a positive end – in other words, you have been recognised as a refugee. These are the steps you take next:

### 1. Personal interview

- You must go to the Job Centre during the opening hours
  - You will be registered as a client there
  - Your career path will be recorded
  - An advice session will be scheduled (one appointment with the services department and another appointment with the job-placement service)
  - You will be registered as a jobseeker
- 

### 2. Services department

- **Important:** Advice is only given during an appointment
  - Services will be applied for with an appointment from your benefits case worker
-

### 3. Job placement service

- **Important:** Advice is only given during an appointment
- If you have certificates or letters saying that you are required to attend an integration course or confirming that you have taken part in an integration course, bring them with you
- If you have documents about school attendance, training, work testimonials/reference letters, recognition of qualifications obtained abroad, etc., please bring them with you
- Tell your case worker about any special skills you have (trades, crafts, language skills, etc.)
- Think about what kind of work you would like to do in advance

---

Job centre employees may not pass on information about job centre clients. As a **volunteer, a power of attorney is necessary**, which must be completed and signed by both parties.

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#### **Contact:**

Job Centre in the district of Bad Kissingen

#### **Address for visitors**

Columbiastr. 10

97688 Bad Kissingen

Tel: 0971 / 7124 300 (Monday – Friday 9:00 AM – 6:00 PM)

Email: [jobcenter-lk-badkissingen@jobcenter-ge.de](mailto:jobcenter-lk-badkissingen@jobcenter-ge.de)

#### **Hours:**

Monday – Thursday 7:30 AM – 12:30 PM

Friday 7:30 AM – 12:00 PM

## The German language

The key to successful integration is language.

It is important to learn German in order to feel at home here over the long term, and in order to find work. There are different offerings for how and where you can learn German. The following pages provide an overview.

### Integration courses

If you are a recognised refugee, the integration course is an important language course for you. During the course, you'll learn German and lots of information about German society and culture. This helps you integrate and participate in social life.

On the [»»BAMF website](#), you will find detailed information in several languages.

### [»»Visual overview of the integration course](#)

Note: Integration courses are not for children and teenagers who are still in school.

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### **What types of courses are there?**

- **Integration courses** Refugees and immigrants who will be living in Germany long-term take part in integration courses. These are usually full-time courses that have several modules and can last up to one year. The target language level is B1. Participants receive a certificate after successfully completing the course. It is possible to repeat parts of the course if you do not pass the test.
- **Integration courses with literacy help** These courses are somewhat longer than normal integration courses. They are intended for refugees and immigrants who have not yet learned how to read and write in the Latin alphabet. The target language level is A2 or B1. Participants receive a certificate after successfully completing the course.

---

### **Who can attend an integration course?**

- Immigrants with a valid residence permit for the Federal Republic of Germany
- EU citizens with a domicile in Germany
- Ethnic repatriates
- Asylum seekers with a high probability of getting permanent residence (at the moment those from Iran, Iraq, Syria, Eritrea and Somalia) and recognised asylum seekers
- People with temporary postponement of deportation (Geduldete gem. § 60a Abs, 2 S.3 AufenthG)

You can find more detailed information [»»here](#)

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### **What do you need to keep in mind?**

- **Eligibility to take the course:** If you'd like to attend an integration course, you can apply for a certificate of eligibility (Berechtigungsschein) from the BAMF ([»»Application for admission to an integration course](#)).
- **Requirement to take the course:** If you are an asylum seeker or recognised asylum seeker, you may be required to take part in an integration course (by the Immigration Office, Social Services or Job Centre).
- **Placement test:** Before the course begins, you will take a placement test provided by the course provider. This test checks whether you already know some German and which level of the course you should start at.

---

### **How is the course structured?**

The integration course has two parts – the language course and the orientation course:

- **Language course:** 600 hours of German lessons (or 900 hours for integration courses with literacy help). The language course finishes with a test: [»»German test for immigrants](#)

**(DTZ).** The goal is to achieve level B1 (or A2 for integration courses with literacy help).

- **Orientation course:** 100 hours. In this part, you will get to know Germany by learning important information about its laws, politics, culture and history. The course finishes with a **»»test: Life in Germany**.

If you pass both tests, then you will receive the "Integration Course Certificate".

---

### **How much does an integration course cost?**

- Participants without a BAMF certificate of eligibility (self-payers) pay 390 euros per module (=100 hours).
- Participants with a BAMF certificate of eligibility pay 195 euros per module (=100 hours).
- Recipients of Unemployment Benefit II (Arbeitslosengeld II) or benefits from the Social Welfare authorities and participants with very low income may be able to waive these costs completely (»»**Application to waive costs**). Costs are automatically waived for Job Centre clients.

You can find more information **»»here**

---

## **Course providers in Bad Kissingen**

**You can find ongoing and scheduled integration courses in the district of Bad Kissingen**

 **[Sprachkursliste für den Landkreis Bad Kissingen 14.04.2025.pdf](#)**

 **[Sprach Cafe im Mehr Generationen Haus](#)**

The following course providers regularly offer integration courses in the district of Bad Kissingen:

- **bfz:** Berufliche Fortbildungszentren der Bayerischen Wirtschaft Schweinfurt gGmbH  
Columbiastr. 23  
97688 Bad Kissingen  
Ansprechpartner:  
Amer Al Hakawati  
Tel.: 0971 / 699 353 31
- **BSI**  
Bildungs- und Schulungs-Institut gGmbH  
Röntgenstr. 12  
97688 Bad Kissingen  
Ansprechpartner:  
Herr Al Moustafa  
almoustafa@BSI-Schweinfurt.de  
Tel.: 09721 / 9473 36
- **R.A.B.E. e.V.**  
Rhöner Akademie für Bildung und Entwicklung  
Dr.-Gartenhof-Str. 6  
97769 Bad Brückenau  
Ansprechpartner:

Karl-Friedrich Krohm  
Tel.: 09741 / 93 77 559

## Vocational language course (DeuFÖV)

German courses geared towards the workplace help you improve your German skills even further. The courses combine German lessons and professional qualifications. They are intended for immigrants and refugees who want to improve their chances on the job market or for vocational training. The so-called DeuFöV courses can be attended alongside a job, education or a vocational qualification measure or as preparation for starting a career in Germany.

### **Prerequisites:**

Prerequisite for participation is a language fluency level of at least B1.

There are 3 basic modules of 300 lesson hours each, after which you can achieve the C2 level. Each of these modules includes a certification exam.

B1 --> B2 --> C1 --> C2

### **Flyer: German for the workplace** (under Section 45a AufenthG)

[»»German](#)

[»»English](#)

[»»Arabic](#)

[»»Russian](#)

On the [»»BAMF](#) website, you will find more information.

### **Picture dictionary for the skilled trades in five languages**

The association "Landesverband der Unternehmer Frauen im Handwerk Niedersachsen und Bayern" has published a picture dictionary of the most important vocabulary relating to the skilled trades, "Welcome to the Skilled Trades", which is available in English, French, Polish, Arabic and Farsi.

[»»Download](#)

### **Open dialogue groups**

In addition to the official German courses, there are many opportunities to practise German in the district of Bad Kissingen.

The groups are run by volunteers. Anyone can come to these groups, regardless of country or

residence status.

## Language café

in the "[MehrGenerationenHaus](#)

every Wednesday from 2.30 - 4.30 pm with open consultation hours for questions/problems.

☎ [0971/6993381](tel:0971/6993381)

📍 Multi-generation house  
Von-Hessing-Str. 1  
97688 Bad Kissingen

## Independent learning

You can learn German on your smartphone or on your computer. This lets you make use of the time spent waiting for your language course to start and improve the German skills you have acquired so far.

### [»»Ich-will-Deutsch-lernen \(I want to learn German\)](#)

- Provided by the German Adult Education Association (Deutscher Volkshochschulverband). Offers exercises from level A1 to B1+. You need to register.

### [»»Ankommen \(Arrival\) app](#)

App with a self-study course for the first weeks in Germany, from level A1

- The [»»Goethe Institute](#) offers several interesting apps for learning German, such as [»»Deutschtrainer A1 \(German Trainer A1\)](#): Practice materials with vocabulary and language structure for beginners at A1 level

### [»»Die Stadt der Wörter \("City of Words"\)](#)

App for fun vocabulary learning for those without previous knowledge – in German, English, French and other languages

- Phase 6

Offline app to learn German

- Language assessment test

[onSET-online](#) language assessment test for refugees

## Children, youth and family

Children, young people and families are under special protection in Germany. This protection begins during pregnancy. It lasts until the child is 18 years old (of age). In Germany, for example, it is forbidden to beat children. Education in Germany must not involve the use of violence. Every child must go to school. There are authorities that ensure that a child is not harmed by its environment (including the family).

Your contact for family and child matters is the

**📍 Bad Kissingen District Office  
Youth Welfare Office**

Obere Marktstr. 6  
97688 Bad Kissingen  
☎ [+49 \(0\) 9718010](tel:+4909718010)

**By telephone appointment only!**

✉ [@poststelle@kg.de](mailto:@poststelle@kg.de)

**🕒 Opening hours:**

Monday / Tuesday 08:00 to 12:00 and 14:00 to 16:00  
Wednesday 08:00 to 12:00  
Thursday 08:00 to 12:00 and 14:00 to 17:00  
Friday 08:00 to 12:00

You can find a guide for families and senior citizens in the district of Bad Kissingen at  
[www.beratungswegweiser-kg.de](http://www.beratungswegweiser-kg.de)

## Family planning / contraception

### Family planning

You are the only person who decides whether you want to have children, and how many children to have. Nobody can force you to have children.

### Contraception

There are various methods for preventing pregnancy and/or avoiding sexually transmitted infections (STIs).

Further information can be obtained from

- [»»Zanzu](#) (also multilingual)
- in the brochure "Contraception"
  - [»»German-English](#)
  - [»»German-Arabic](#)
  - [»»German-Dari](#)
  - [»»German-Russian](#)

You can receive **personal counselling** from the experts at the Department of Health in Bad Kissingen.

## They will help you with questions of

- Pregnancy, sexuality, contraception and family planning
- You can come to us alone, with your partner or another person you trust

Counselling is free of charge at , anonymous if desired and the counsellors are bound by professional secrecy.

Contact information can be found below.

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### **Unwanted pregnancy**

If you are pregnant and do not want to have the baby, under certain conditions you can end the pregnancy with an abortion. Before you terminate a pregnancy, you must have a consultation. Make an appointment by telephone for advice on pregnancy issues with a state-approved counselling centre. The consultants will talk to you about the different options and answer all legal and medical questions. However, it is up to you to decide whether or not to terminate your pregnancy.

Multilingual information is available from [»»Zanzu](#)

---

You can receive **personal counselling** from the experts at the Department of Health in Bad Kissingen.

### **Offers of help:**

- Counselling for psychosocial conflicts in connection with pregnancy
- Advice and help to be able to make your own sustainable decision
- Issuing the proof of counselling according to § 219 StGB (German Penal Code)
- Longer-term counselling and support, also after an abortion
- Counselling on confidential birth

Counselling is free of charge at , anonymous if desired and the counsellors are bound by professional secrecy.

### **Contact:**

Public Health Department Bad Kissingen  
Salinenstr. 1  
97688 Bad Kissingen

### **Contact persons:**

Daniela Mach

Tel.: 0971 / 7165 8110

Email: daniela.mach@kg.de

Renate Happ-Simon

Tel.: 0971 / 7165 8112

Email: rene.happ-simon@kg.de

Harald Bean

Tel.: 0971 / 7165 0

Email: harald.bohne@kg.de

Juditha White

Tel: 0971 / 7165 8110  
Email: juditha.weiss@kg.de

### **Bad Brückenau office**

Sinnastr. 14  
97769 Bad Brückenau  
Harald Bean  
Tel.: 09741 / 93507 8006  
Email: harald.bohne@kg.de  
By appointment

### **Opening hours Bad Kissingen**

Monday / Tuesday  
8:00 AM to 12:00 PM and 2:00 PM to 4:00 PM  
Wednesday  
8:00 AM to 12:00 PM  
Thursday  
8:00 AM to 12:00 PM and 2:00 PM to 5:00 PM  
Friday  
8:00 AM to 12:00 PM

**Making an appointment will save you unnecessary waiting time.**

### **Pregnancy and childbirth**

Expectant mothers are under special protection in Germany and are entitled to counselling, medical care and support with new acquisitions for the child. In case of pregnancy, always visit a doctor first and have the preventive medical check-ups carried out there. You will then receive a maternity passport, which identifies you as an expectant mother and also contains important information about your state of health and the of your child. Always carry your maternity card with you in case of emergencies.

---

### **General counselling for pregnant women at the District Office**

General pre-natal care offers you the following resources:

- Counselling on all personal, social, legal and financial issues
- Information about legal aid and support in making use of it
- Arranging voluntary benefits from the state foundation "Help for Mother and Child"
- Longer-term support during pregnancy and after birth
- Prenatal diagnostic counselling

These counselling services are confidential and can be anonymous if you wish. You can go to counselling alone, with your partner or with another person who you trust. The counselling sessions are free of charge and the counsellors must keep them confidential.

### **Contact:**

Public Health Department Bad Kissingen  
Salinenstr. 1  
97688 Bad Kissingen

### **Contact persons:**

Daniela Mach

Tel.: 0971 / 7165 8110

Email: daniela.mach@kg.de

Renate Happ-Simon

Tel.: 0971 / 7165 8112

Email: rene.happ-simon@kg.de

Harald Bean

Tel.: 0971 / 7165 0

Email: harald.bohne@kg.de

Juditha White

Tel: 0971 / 7165 8110

Email: juditha.weiss@kg.de

**Bad Brückenau office**

Sinnastr. 14

97769 Bad Brückenau

Harald Bean

Tel.: 09741 / 93507 8006

Email: harald.bohne@kg.de

By appointment

**Opening hours Bad Kissingen**

Monday / Tuesday

8:00 AM to 12:00 PM and 2:00 PM to 4:00 PM

Wednesday

8:00 AM to 12:00 PM

Thursday

8:00 AM to 12:00 PM and 2:00 PM to 5:00 PM

Friday

8:00 AM to 12:00 PM

**Making an appointment will save you unnecessary waiting time.**

---

**Delivery and aftercare:**

Your gynaecologist will refer you to a maternity clinic. In advance, ask for a midwife for post-natal care. You will receive a birth confirmation letter from the clinic.

You can find contacts to midwives [»»here](#)

---

**Initial equipment:**

As an asylum seeker, you will generally receive from the [»»Social Welfare Office](#) additional money and initial equipment for the child. Please get in contact with your claims administrator as soon as you have received your maternity record book (Mutterpass).

---

**After giving birth: Notification to the registry office**

Newborn children must be reported to the registry office and the accommodation management. The maternity clinic reports the birth to the Registry Office. There you will receive the (possibly provisional) birth certificate for your child together with your ID, the birth certificate from the clinic

and, if available, your marriage certificate. Please give your accommodation manager a copy of the birth certificate so that your child can be registered.

Note: Please submit only original documents. For documents in a foreign language, an officially certified German translation is required.

---

**Detailed information** on the topic of pregnancy and birth can be found

- [»»Info Brochure Pregnancy and Birth](#) (German and Arabic)
- Guide for expectant mothers
  - [»»German](#)
  - [»»English](#)
  - [»»Arabic](#)
  - [»»Kurdish](#)
  - [»»Russian](#)
- Zanzu - My body in words and pictures  
Family planning and pregnancy
  - [»»German](#)
  - [»»English](#)
  - [»»Arabic](#)
  - [»»Farsi](#)
  - [»»Russian](#)

---

**Other counselling centres for pregnancy issues:**

- **Social Service of Catholic Women (Sozialdienst kath. Frauen e. V.)**  
Friedrich-Stein-Strasse 28  
97421 Schweinfurt  
Tel. 09721 / 209 583
- **pro familia**  
Manggasse 18 a  
97421 Schweinfurt  
Tel.: 09721 / 75994-55  
Email [schweinfurt@profamilia.de](mailto:schweinfurt@profamilia.de)
- **Diakonisches Werk**  
Luitpoldstr. 14  
97421 Schweinfurt  
Tel.: 09721 / 23 638  
With external consultation in Bad Kissingen - Appointment via the Schweinfurt Counselling Centre

## Early-childhood support – KoKi

### **Target group:**

- Expectant parents and single parents with children aged 0-6 in any (stressful) life situation
  - Cooperative partners in the fields of healthcare, children's and teenagers' welfare, counselling and support organisations, etc. for issues regarding supporting children and families
-

### **Support services:**

- Support and advice for young families experiencing difficult life circumstances
- Sharing information about support options
- Making contact with family midwives and family aides

This support is free of charge and confidential, involves no bureaucratic red tape and can take place in a familiar environment if needed. Counselling can also be anonymous.

---

### **Informational material:**

- Contact centre: KoKi – Early-childhood support [»»Flyer](#)
- Family midwives [»»Flyer](#)
- Family aides [»»Flyer](#)
- “Developmental counselling – Being a parent, understanding babies” [»»Flyer](#)

There is a guide for families and senior citizens in the district of Bad Kissingen here:  
[»»www.beratungswegweiser-kg.de](http://www.beratungswegweiser-kg.de)

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### **KoKi - Early-childhood network:**

- Networking members and services
- Developing binding standards for child welfare
- Developing and honing “Early Action” programmes and/or preventative support in the district of Bad Kissingen to improve families’ childrearing and interpersonal skills

---

### **Contact:**

#### **Networking, developing services, sending informational material:**

Landratsamt Bad Kissingen (District Administrative Office)

Georg Schulz-Hertlein

Tel.: 0971 / 801 7016

Email: [georg.schulz-hertlein@kg.de](mailto:georg.schulz-hertlein@kg.de)

#### **Counselling and referrals, networking:**

#### **Services for pregnant women and young families**

Landratsamt Bad Kissingen (District Administrative Office)

Contact persons:

Katrin Ackermann and Mine Fazalyar

Obere Marktstr. 6

97688 Bad Kissingen

Tel.: 0971 / 801 9230

E-mail: fruehe-hilfen-koki@kg.de

## Childcare: Daycare centre and daycare for children

### Day care centre Kita

#### What is a day care centre?

**Kita** is a term for a **day-care centre for children**. Here your child can make friends, learn to play and learn the German language. Attending a day care centre is an important and good preparation for school.

- **Crèche**

Crèches are day care centres for children under the age of three.

- **Kindergarten**

Kindergartens are day-care centres for children from the age of three until they start school.

- **After-school care centre**

After-school care centres are day-care facilities for school children. Your child can also do their school homework here.

**Further offers for homework supervision**

It is possible for the kindergarten to offer afternoon supervision for schoolchildren. Further information can be found in the concept of the individual kindergarten.

---

### Kindergarten enrolment

Unfortunately, there are not always enough places in the kindergartens. Sometimes it is necessary to enquire at several kindergartens and have your child placed on the waiting list.

For the kindergartens in the Bad Kissingen municipal area, there is the option of online registration through the ["Little Bird"](#) programme .

The ["Refugee and Integration Counselling Service"](#) or the ["Migration Counselling Service"](#) can help you with the registration.

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### Kindergarten costs


Attending kindergarten costs money.


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

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### Child day care

A childminder looks after your child in their home. She looks after a maximum of five children at the same time. Childminders have attended courses in which they have learnt how to look after children properly. The Youth Welfare Office regularly inspects the home and the childminder, so you can rest assured that your child is in good hands. If you are interested in this form of childcare and would like more information, the  ["Jugendamt"](#) can help you.

You can find multilingual information on child day care [at](#)  ["here"](#)

You can find further information on the subject of day care centres (also multilingual) at  ["here"](#)

## **Advice centre for parents, children and teenagers**

### **We provide advice to:**

- **Families** who want to work on conflicts together or overcome difficult situations
- **Parents** who have questions about childrearing or are currently in the process of separating or getting divorced
- **Children** who simply need someone they can trust
- **Teenagers** who are having problems with their parents, at school, at work or in their free time
- **Teachers** who are looking for advice and information on how to deal with the children, teenagers and families entrusted to their care

### **Our counselling services are**

- **confidential**, because the team is required by law to maintain confidentiality
- **free of cost**, and therefore accessible to everyone
- **voluntary**, because the decision to go to an advice centre is up to you
- **available to everyone regardless** of age, religion, ideology or social status

### **Here is what we offer:**

- Counselling and support for all family members (individually and/or as a group)
- Group sessions for parents and children
- Support for families experiencing a psychologically stressful situation
- Separation counselling and mediation
- Psychological diagnosis
- Counselling for infants and toddlers
- Cooperation with kindergartens, schools, doctors and other social services
- Professional advice for teachers and educational staff
- Parents' evenings and lectures
- Online counselling ([»»www.beratung-caritas.de](http://www.beratung-caritas.de))

### **Open hours for children and teenagers** (no appointment needed)

Tuesday 3:00 PM - 4:00 PM

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**Contact:**

Caritasverband für den Landkreis Bad Kissingen e. V.

Beratungsstelle für Eltern, Kinder und Jugendliche (Advice centre for parents, children and teenagers)

Hartmannstraße 2a

97688 Bad Kissingen

Tel.: 0971 / 7246 9200

[»»Flyer](#)

**Availability by telephone / making an appointment:**

Monday – Friday

9 AM – 12 PM

Monday – Thursday

1 PM – 5 PM

Appointments can be arranged upon request in the offices in Hammelburg and Bad Brückenau.

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**You can find more resources here**

- [»»Nummer gegen Kummer \(Hotline for children, teenagers and parents experiencing difficult situations\)](#)
- [»»Eltern im Netz \(Online resource for parents\)](#)
- [»»Counselling for children, teenagers and parents](#)
- [»»Bundeszentrale für gesundheitliche Aufklärung \(Kindergesundheit\) \(Federal Centre for Health Information \[Children's Health\]\)](#)

**Unaccompanied foreign minors****The definition of “unaccompanied”**

A foreign minor is considered unaccompanied “if they enter Germany without a parent or legal guardian”. (Federal Ministry for Family Affairs, Senior Citizens, Women and Youth)

**Definition of “minor”**

Any person under the age of 18 (in other words, all children and teenagers) is considered a minor (cf. Section 7(1), points 1 and 2, of SGB VIII)

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**What happens to unaccompanied foreign minors when they arrive in Germany**

- Arrival in Germany: Learning personal data
- Provisional child custody

- Determining age using documents, age estimation by at least two experienced social education workers
- Medical screening (medical examination)
- Initial discussion about reasons for asylum/fleeing home country
- Reallocation and distribution to a federal state, and eventually to a district within that state, such as Bad Kissingen
- Custody by the Youth Welfare Office, [»»Jugendamt Bad Kissingen](#)
- Clearing process: Determining whether the child/teenager needs help and working together to plan their future (guardianship, where to live, medical care, education, leisure activities)
- Accommodation for the child/teenager in a residential youth welfare institution appropriate for their level of need
- After conclusion of the residential youth welfare programme, possible follow-up support through visits and a legal guardian

You can find more information about unaccompanied foreign minors in Germany [here: »»](#)

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## **Guardian**

“A minor is given a legal guardian if they are not under the care of a parent...” (Section 1773 [1] of the BGB).

The guardian is the personal and legal contact person of the young person. This person represents and supports the young person, for example during the asylum process and when visiting public authorities.

### **The guardian’s duties include:**

- Parenting: Having initial conversations and participating in discussions of how to plan support
- Encouraging development
- School, education, career
- Applying for asylum and support during the asylum process
- Decisions about residence (in accordance with asylum right of residence, reuniting families)
- Bringing family members to join the minor
- Managing contact, approving visits from relatives and friends
- Healthcare, approval for medical procedures, treatments and medication prescriptions
- Legal representation, e.g. during court proceedings, witness hearings by the police, etc.
- Guardianship of the minor’s property/assets, opening a bank account
- Transition of legal rights when the minor comes of age (transition from SGB VIII to SGB II)

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## **Contact:**

Landratsamt Bad Kissingen (District Administrative Office)

Youth Welfare Services

Obere Marktstr. 6

97688 Bad Kissingen

Tel.: 0971 / 801 0

Email: [poststelle@kg.de](mailto:poststelle@kg.de)

**Hours:**

Monday / Tuesday

8:00 AM to 12:00 PM and 2:00 PM to 4:00 PM

Wednesday

8:00 AM to 12:00 PM

Thursday

8:00 AM to 12:00 PM and 2:00 PM to 5:00 PM

Friday

8:00 AM to 12:00 PM

**We strongly recommend making an appointment by telephone in advance!**

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You can find more detailed information on the topic of UMA on the website of the [»»BAMF](#).

## Training and work

In the brochure "**Tips and information on working in Germany**" you will find information on communication, punctuality, illness, references, etc.

The brochure is available in the following languages:

[""German and Farsi](#)

[""German and Tigrinya](#)

[""German and English](#)

[""German and French](#)

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In the brochure "**What do I have to consider in my job?**" you will find a lot of information on topics such as employment contracts, types of employment, income tax and maternity protection.

The brochure is available in the following languages

[""German and Arabic](#)

[""German and Farsi](#)

[""German and Tigrinya](#)

[""German and English](#)

[""German and French](#)

## Access to the job market

### **For asylum seekers and people with temporary postponement of deportation (Geduldete):**

As a general rule, asylum seekers and people with temporary postponement of deportation (Geduldete) need a work permit. They must apply for this permit with the Immigration Office and it can only be granted with the consent of the Federal Employment Agency (Agentur für Arbeit) (examination of working conditions).

- There is a waiting period for the first 3 months following arrival. During this period, you are not allowed to work.
- After 3 months following arrival, you have low-priority access to the job market. The Federal Employment Agency (Agentur für Arbeit) checks whether there is a worker with preferential rights to the job and also checks the working conditions. Vocational training programmes do not need to be approved.
- Starting at the 16th month following arrival, a priority check is no longer carried out. The working conditions are checked.
- After 4 years in Germany, the Federal Employment Agency no longer needs to approve you for work, but you still need to apply for a work permit.

### **People eligible for asylum, recognised asylum seekers, people entitled to subsidiary protection, quota refugees:**

- These groups have unrestricted access to the labour market

**Individuals from safe countries of origin** (at present Albania, Bosnia and Herzegovina, Ghana, Kosovo, Macedonia, Montenegro, Senegal and Serbia) who submitted their application for asylum after 31.08.2015, are generally not allowed to look for any employment.

You can find more information on “Integrating into the job market as a refugee” [»»here](#)

This is only a brief summary of detailed legal requirements. In order to obtain definite and binding information about your personal situation, please contact the competent authorities. Decisions made by the Immigration Office are discretionary decisions in each particular case.

### **Child and youth employment:**

Child labour under 15 is generally prohibited under German law. From the age of 13, children are allowed to do light jobs suitable for them, such as delivering newspapers. These activities must not affect the health and development of the child.

### **Looking for work**

Finding work is not always easy for people with a refugee or migration background. 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.

If you have already completed school or vocational education abroad, you should make sure that these qualifications are recognised. You can find more details under [»»Recognition of foreign](#)

## educational qualifications

### **Who can help with the job search?**

You can register as a jobseeker at the employment agency and receive support and advice there:

#### **Contact:**

#### **Agentur für Arbeit Bad Kissingen**

Columbiastr. 10

97688 Bad Kissingen

Tel.: 0800 45 555 00 (free of charge)

Email: badkissingen@arbeitsagentur.de

#### **Opening times:**

Monday - Friday:

08:00 - 12:00

Additional opening hours on Thursday:

1:00 PM - 5:00 PM

### **You can search for vacancies online and find out more at :**

- [Job exchange of the employment agency](#)
- free Job Exchange App from the Employment Agency for [Android](#) and [iPhone](#)
- Job exchange for refugees: [www.workeer.de](http://www.workeer.de)
- [www.make-it-in-germany.com](http://www.make-it-in-germany.com) is the official multilingual online portal for international professionals
- [BERUFENET](#) - Find career information easily

### **Employment contracts**

Anyone who starts a job gets an employment contract. This regulates the most important conditions of an employment relationship, such as working hours, holiday entitlement, salary and notice periods. Both sides – workers and employers – must abide by these agreements. Because a contract is legally binding once you have signed it, you should only sign it when you understand its content completely.

#### **Types of contracts:**

#### **Permanent job contract (Unbefristeter Arbeitsvertrag)**

As a general rule, there is a probationary period of three to six months. During this time, the employment relationship can be terminated at short notice within two weeks, both by the employer and the employee. At the end of the probationary period, a permanent employment relationship begins with longer protection against dismissal. Working hours are usually up to 40 hours a week.

#### **Fixed-term job contract (Befristeter Arbeitsvertrag)**

The employment ends at the agreed time, without the need for notice of resignation.

## Minijob

The maximum monthly salary is € 520 and is not taxed.

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### **Taxes and social security payments:**

Every employee in Germany pays part of their wages as taxes to finance federal, state and local government spending. Employers, in turn, are required to pay social security contributions for their employees. The German social system thus aims to make sure that if people can't find work, or are no longer able to work, their key living costs will still be covered.

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### **Tax ID number:**

The tax ID is a 11-digit number and is used for income tax. The employer needs this number. If you do not have this number in your documents, you can ask for it personally at the registration office (Meldebehörde) or in writing from the Federal Tax Office (Bundesamt für Steuern).

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### **Social security number:**

For a job, you need a social security number. This can be obtained from your health insurer (e.g. AOK, DAK).

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### **Undeclared work (Schwarzarbeit):**

A job that is paid but not registered with the tax office and a health insurer, and for which thus no taxes and social security payments are paid, is illegal and is referred to in Germany as "Schwarzarbeit". It can be punished with fines and prison! If someone gets social benefits or unemployment benefits, but still works and keeps their job secret from the Social Welfare Office, the Employment Agency and the Job Centre, this is also called "Schwarzarbeit". A person is thus wrongly receiving state benefits, even though they are in paid employment.

## Recognition of education certificates gained outside Germany

**Certificates (also known as credentials)** play an important role in Germany for school, studies or jobs. Certificates are used to demonstrate what people have learned and accomplished. Certificates are the main prerequisite for getting a job or for being admitted to a school or university. So if you have already earned certificates abroad at school, in an apprenticeship or in a university, you should make sure that these certificates are recognised in Germany. This means that your certificates will be used to check what type of work / vocational training / school you are qualified for in Germany.

It may be that you no longer have your certificates with you. In this case, you can try to have your professional experience and professional abilities recognised by passing some tests.

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**First, you need to speak to your contact person at the [»»Federal Employment Agency \(Agentur für Arbeit\)](#) or [»»Job Centre](#).**

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### **Recognition of school-leaving certificates (secondary school degrees):**

The Central Certificate Recognition Bureau is responsible for the evaluation of non-Bavarian school-leaving certificates.

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### **Recognition of professional foreign qualifications:**

A flyer from the Federal Office for Migration and Asylum Seekers with information on the recognition procedure is available in different languages

»»[German](#)

»»[English](#)

Regulated professions: In order to pursue professional activities in Germany, a professional qualification and its respective recognition are both obligatory (e.g. for doctors, educators)

**Non-regulated professions:** Recognition is not necessary, but it is useful for practicing the profession in Germany (e.g. mechanics, industrial clerks)

As different authorities are responsible for recognizing your professional qualifications for different professions, the following online service is helpful for finding the right recognition authority. You will also find a lot of other information on these websites:

»»[Recognition in Germany - German-language guide](#)

»»[Recognition in Germany - English-language guide](#)

»»[Recognition in Germany - Arabic-language guide](#)

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### **Counselling centres:**

Given that the recognition process can be complex, there are a number of counselling centres that can help you with your needs:

#### **Handwerkskammer für Unterfranken (Chamber of Skilled Trades for Lower Franconia) ([»»flyer](#))** Recognition of foreign professional qualifications

Rebekka Schmitt

Tel.: 0931 / 30908 1186

E-mail: [r.schmitt@hwk-ufr.de](mailto:r.schmitt@hwk-ufr.de)

#### **AGABY - Talentscouts ([»»flyer](#))**Ahu Yildirim

Tel.: 0174 / 166 03 95

E-mail: [ahu.yildirim@agaby.de](mailto:ahu.yildirim@agaby.de)

Consultation hours in Schweinfurt: Monday and Tuesday

#### **bfz: Recognition advice in Bavaria([»»flyer](#))**bfz Würzburg

Kaiserstr. 19

97070 Würzburg

Liudmila Lange

Tel.: 0931 / 304 181 13

**migranet: Counselling on professional recognition and qualifications**

Bildungszentrum im Bildungscampus (ZAQ) (Education Centre on Campus) Färberstr. 41 (2nd floor)

90402 Nürnberg

Counselling by telephone: 0911 / 231 10552

Tuesday: 10:00 AM – 12:00 PM

Thursday: 2:00 PM – 4:00 PM

Counselling by e-mail: [anerkennungsberatung@stadt.nuernberg.de](mailto:anerkennungsberatung@stadt.nuernberg.de)

Please call to make an appointment in advance for in-person counselling.

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

**Bildungsberatung Garantiefonds Hochschule (advice and support for immigrants wanting to study or work) ([»»flyer](#))** Advice on studying at university

Katharina Leipe

Tel.: 0911 / 99332 97

E-mail: [katharina.leipe@cjd.de](mailto:katharina.leipe@cjd.de)

Counselling in Schweinfurt: By appointment

You can find more detailed information [»»here](#)

## Vocational training

After the successful completion of secondary school education or the [»»vocational integration year](#) at the vocational school, the primary goal is to start vocational training.

Vocational training usually takes three years in Germany. It includes practical training in a company and, at the same time, theoretical training in a vocational school. This is called a dual training system. It is not possible to learn a profession without going to school!

You can simultaneously learn theory and practice while earning money at a company during your apprenticeship.

You can also do a vocational training programme in a school – see [»»Vocational schools](#)

## **Who can help you?**

- In the Integreat app, you can find current internships or apprenticeships in the district of Bad Kissingen under the **"Extra" tab**

### **Employment Agency (Agentur für Arbeit)**

The [»»Employment Agency](#) offers contact persons for all matters concerning the possibility of vocational training. In addition, you can get professional advice if you are not yet sure what type of training is suitable for you.

- You can get assistance from Kolping Bildungswerk. These two projects may be helpful: [»»Jobbegleiter \(Job Assistant\)](#) or [»»Arbeit- und Ausbildungschance \(Work and Training Opportunities\)](#)

### **Handwerkskammer HWK (Chamber of Skilled Crafts)**

The Chamber of Skilled Crafts (HWK) is the authority that governs skilled trades. These are professions such as baking, bricklaying or painting and decorating. The Chamber of Skilled Crafts has a dedicated contact person for refugees who want to do an apprenticeship or are seeking an initial qualification (EQ) that can precede an training programme. You can find more information on vocational training in the skilled trades [»»here](#)

#### **Contact person at**

Handwerkskammer Service GmbH Würzburg

#### **The perfect fit - Welcome lottery([»»Flyer](#))**

Erna Kleinhenz

Tel.: [015111844249](tel:015111844249)

Email: [erna.kleinhenz@hwk-service.de](mailto:erna.kleinhenz@hwk-service.de)

### **Industrie - und Handelskammer IHK (Chamber of Industry and Commerce)**

The Chamber of Industry and Commerce (IHK) is responsible for professions in industrial manufacturing, trade and services. This covers jobs like plant mechanics, or merchants in wholesale and foreign trade. The Chamber of Industry and Commerce also has special contact persons who offer advice on training, initial qualification and internships. You can find more information on vocational training by watching this [»»video](#) (also available in [»»Arabic](#))

#### **Contact person at**

IHK Würzburg-Schweinfurt Mainfranken

#### **Training Agent for Refugees ([»»Flyer](#))**

Johannes Röder

Tel.: [09721/7848681](tel:097217848681)

Email: [johannes.roeder@wuerzburg.ihk.de](mailto:johannes.roeder@wuerzburg.ihk.de)

## **Berufliche Fortbildungszentren der Bayerischen Wirtschaft (bfz)**

The training agent will show you how to enter the dual educational and vocational training system and offers individualised assistance with starting your career

Contact person at bfz

Training Agent for Young Refugees([»»Flyer](#))

Bernd Renner

Tel.:

[09721/174261](tel:09721/174261)

Email: [renner.bernd@sw.bfz.de](mailto:renner.bernd@sw.bfz.de)

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## **Career orientation**

### **Internship**

One good way to get started in the job market in Germany is through an internship. This can get you your first professional experiences in a new culture and improve your language skills. An internship can often be the start of vocational training.

#### **Who can do an internship?**

- **Recognised asylum seekers:** Before starting a internship, be sure to speak with someone at the [»»Job Centre](#). The internship must be approved by the Job Centre.
- **Asylum seekers and people with temporary postponement of deportation (Geduldete):** An internship is a form of employment and must therefore be approved by the [»»Immigration Office](#). If a internship lasts longer than three months, approval from the [»»Federal Employment Agency \(Agentur für Arbeit\)](#) is necessary. In the case of a “trial working period at an employer” for jobless asylum seekers or people with temporary postponement of deportation, no approval from the Immigration Office is required.

Therefore, it is fundamental that you contact the Immigration Office and/or your counsellor at the Employment Agency **before beginning the internship**.

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### **How do I find an internship?**

- In the Integreat app, you can find all current internships or apprenticeships in the district of Bad Kissingen in the top tab, under “Extra”
- You can enquire directly about doing an internship at a company that interests you
- You can also ask your advisor at the [»»Employment Agency](#) or the [»»Job Centre](#) or look at the [»»job listings posted by the Employment Agency](#)

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### **A voluntary social year (Freiwilliges Soziales Jahr - FSJ)**

One good alternative to an internship is the voluntary social year (FSJ). If you have completed compulsory education and are under 27, you can gain valuable experience at a social and/or cultural institution for about 1 year.

You can find more information here: [fsjkultur-bayern.de](https://fsjkultur-bayern.de)

An FSJ must also be approved by the [»»Immigration Office](#) if you don't have an unrestricted work permit.

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### **Career orientation for refugees (BOF)**

The “career orientation for refugees” programme offers you the chance to get to know a range of skilled professions requiring vocational training. You will receive a qualification in the technical language of the field and will be given individual support. The BOF is divided between days in the workshop and days at a company.

You can find more information in the flyer [»»BOF](#)

### **Contact:**

Innung für Spengler-, Sanitär-, Heizungs- und Klimatechnik (Guild of Plumbers and Sanitary, Heating and Cooling Technicians)

Schweinfurt - Main - Rhön

Matthäus-Stäblein-Str. 5

97424 Schweinfurt / Am Hainig

Tel.: 09721 / 471526

Email: [info@shk-Schweinfurt.de](mailto:info@shk-Schweinfurt.de)

### **Job applications**

If you would like to start a vocational training programme (Ausbildung) or get a job in Germany, you need to submit a written application.

Usually, you apply to a company that posted a job vacancy. Posting a vacancy means that the company is looking for new employees. The job advertisement describes what type of work or vocational training it involves and what the company expects of the employee. It also includes information about where and how to apply.

If the company is interested in you, you will normally be invited to a job interview, which gives you a chance to introduce yourself in person. Please plan enough time for the interview and absolutely make sure to arrive on time for your appointment. Before the interview, you should prepare thoroughly and do research on the company. Take a look at the company's website and read about its history; research the products or services it offers. Arriving on time for your appointment and asking questions during the interview demonstrates your motivation for and interest in the vocational training programme or job.

### **Cover letter:**

In your personal cover letter, you briefly introduce yourself and say why you are suitable for the vacant position. For example, describe what previous experience you have gained in your home country. Find out about the company and explain why you want to work there. Your cover letter should fit on one page. Sign your cover letter. There are many templates and guides online. It is important to not simply copy something you find. Your cover letter needs to be unique to you and suitable for the position.

### **CV:**

The CV (curriculum vitae) lists your entire experience and is set out in the form of a table. Write the dates during which you worked with each company. Write where and when you undertook training or a course of studies. Write down where you went to primary/secondary school and what type of degree you graduated with. You do not have to include a photo in your CV, but many companies prefer it if you do. However, if you want to use a photo, do not take a selfie. Use a professional application photo created with a photographer.

### **Credentials and references:**

It is very important that you include copies of your credentials and references in the application (do not send the original documents!). Credentials are your school-leaving certificate, your university degree and any job references from the past. They should be in German or English – if they are not, you should have them translated. You should also send certificates from any internships, work-relevant professional development courses, or German courses you have taken.

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### **How do you send in your application?**

The job advert provides information about how to apply. Follow the instructions exactly.

### **In writing:**

Buy a nice application folder and insert your cover letter, CV, and credentials and references. Put your application materials into a large envelope (don't fold or crease the pages!) and send the application by post to the address mentioned in the job advertisement.

### **Email:**

Many applications are now sent by email. Compile your cover letter, your CV, certificates and references into a single PDF file. Add the PDF file as an attachment to the email. Write a short text

in the email to the person who will receive your application.

### **Online:**

Large companies have their own website through which you have to apply. You need to register with your email address before you can send your application through the website.

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### **Some more helpful tips** for your application:

- The Job Centre in Bad Kissingen provides a work area with a computer and printer where you can easily write and print out your application

The Mehrgenerationenhaus (Multigenerational House) in Bad Kissingen offers a computer course called "Getting to know & computers" in which you can write a CV, among other things

[\(»»Flyer\)](#)

Contact person at MGH Bad Kissingen

Katja Kellermann & Georg Panzer

Telephone: 0971 / 699 33 81

Tuesday to Thursday: 10:00 AM to 5:00 PM

Friday: 10:00 AM to 1:00 PM

Von-Hessing-Str. 1

97688 Bad Kissingen

[»»Planet Beruf \("Planet Career"\)](#)

### **Europass**

Europass is a multilingual (more than 20 languages) online platform that helps immigrants make their skills and expertise obvious to others. It offers a free online tool for creating a "language passport" or CV. You can also find important tips on writing good applications on Europass.

[»»europass.cedefop.europa.eu/de](http://europass.cedefop.europa.eu/de)

### **Help with applications:**

You can have a free CV and cover letter generated here. You may also be able to import your data from Xing or LinkedIn. It is also possible to write your own text within the template or import files.

[»»generator.bewerbung.net](http://generator.bewerbung.net)

[»»generator.bewerbung.de](https://generator.bewerbung.de)

[»»www.lebenslauf2go.de/](https://www.lebenslauf2go.de/)

### **More information:**

You can find more information and templates for cover letters and CVs here:

[»»www.bewerbung2go.de](https://www.bewerbung2go.de)

[»»www.bewerbungswissen.net](https://www.bewerbungswissen.net)

[»»karrierebibel.de/bewerbungsschreiben/](https://karrierebibel.de/bewerbungsschreiben/)

### **Language practice**

You can find exercises for practicing job applications and general aspects of starting a career on the VHS learning portal “I want to learn German” and on the Goethe-Institut’s website “German for you”. You can learn more about the professional world and improve your German language skills:

[»»www.iwdl.de/cms/lernen/start.html](https://www.iwdl.de/cms/lernen/start.html)

[»»www.goethe.de/prj/dfd/de/home.cfm](https://www.goethe.de/prj/dfd/de/home.cfm)

### **App “Applications: Ready for your interview”**

- With this app, you can prepare for future interviews and assess how well past ones went. Available for [»»Android](#).

## **Schools and education**

### **Childcare: Daycare centre and daycare for children**

#### **Day care centre Kita**

**Kita** is a term for children's day**care** centres. Here your child can make friends, learn to play, learn and/or improve the German language. Attending a day care centre is an important and good preparation for school.

#### **Day nursery**

- Crèches are day-care centres that mainly cater for children under the age of three.

#### **Kindergarten**


- Kindergartens are day-care centres that mainly cater for children aged three to school age.

## After-school care centre

- After-school care centres are day-care centres that mainly cater for schoolchildren. Your child can also do their school homework here. Depending on how full the kindergarten is, it may also offer afternoon care for schoolchildren.

## Kindergarten enrolment:

There are too few places in the kindergartens. It is necessary to enquire at several kindergartens or have your child placed on the waiting list.


Kindergartens in the Bad Kissingen municipal area can register online via the programme 

[""Little Bird](#)


 [""Refugee and integration counselling"](#) can help you with the registration process

## Kindergarten costs:


Attending kindergarten costs money.

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

## Child day care

A childminder looks after your child in their home. She looks after a maximum of five children at the same time. Childminders have attended courses in which they have learnt how to look after children properly. The Youth Welfare Office regularly inspects the home and the childminder. If you are interested in this form of childcare and would like more information, please contact  [""Jugendamt](#).

You can find multilingual information on child day care [at](#)  [""here](#)

Further multilingual information on the subject of child day care centres can be found [at](#)  [""here](#)

## School system

### The Bavarian school system

Every state in Germany has its own school system. You can find an overview in various languages about the school system in Bavaria here:

[»»German](#)

[»»English](#)

## [»»Arabic](#)

**The most important types of schools** are presented in short here:

### **Primary school (Grundschule)**

All children start attending primary school when they are 6. In Years 1-4, they learn reading, writing and basic mathematics. Depending on their grades and the recommendation made by the teachers in the fourth-grade intermediate certificate, the children then go to a secondary school.

### **Basic secondary school (Mittelschule)**

This type of school mainly prepares students for the working world. Besides theoretical knowledge, the emphasis is on practical knowledge and skills. Basic secondary school lasts 5-6 years. Basic secondary schools offer several different degrees, such as "Qualifying Basic Secondary School Degree" ("Qualifizierender Abschluss Mittelschule") and "Basic School-Leaving Degree – Basic Secondary School" ("Mittlerer Schulabschluss – Mittelschule")

### **Standard secondary school (Realschule)**

More independent learning is expected than at the basic secondary school, and the children acquire a more advanced general education. Pupils at this kind of school will learn a second foreign language, for example. Compared to the higher-level grammar school (Gymnasium), students in a standard secondary school have a more work-related education. The leaving certificate of the Realschule (referred to as the "Realschulabschluss") generally provides the basis for more advancement in professions of all kinds.

### **Grammar school (Gymnasium)**

Grammar school lasts 8 or 9 years, finishing with a final exam, the university entrance certificate (also called the "Abitur"). Compared to the standard and basic secondary schools, more personal responsibility is expected from these students. They will be prepared not for professional/vocational life, but rather primarily for university studies.

### **Special needs school (Förderschule)**

Children who cannot be adequately supported in general classroom education due to disability can be individually supported and mentored at special needs schools. The class size in special needs schools is smaller compared to regular schools.

## [»»Overview of the primary schools in the district of Bad Kissingen](#)

## [»»Overview of the special needs schools in the district of Bad Kissingen](#)

## [»»Overview of the secondary schools in the district of Bad Kissingen](#)

### **Multilingual informational videos on schools**

Here you can find 15 videos that explain a variety of topics related to schools. They discuss the types of schools, how parents and schools work together, homework and what to keep in mind regarding language.

The videos are offered in [»»German](#), [»»English](#), [»»Arabic](#) and [»»Farsi](#)

## School

### Important information

#### Compulsory education:

##### **Children and teenagers (ages 6 through 15) who are required to attend school**

In Germany, there is something called **“Schulpflicht” (“compulsory education”)**. The parents of children have a duty to ensure that their children attend school regularly. It costs nothing to attend school. If compulsory education is not respected, either the parents will be held accountable or the child themselves (ages 14 and up), and a fine may be charged.

The new school year starts in September for all schools.

##### **Teenagers who must attend vocational school (ages 16 through 21)**

Teenagers between the ages of 16 and 21 are required to attend vocational school. They need to enrol with the [»»Berufsschule Bad Kissingen](#).

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#### School enrolment:

School enrolment for your child is usually done at the school itself.

Important: Be sure to bring your child and the following documents with you:

- Your ID, your birth certificate or your arrival certificate (Ankunftsnachweis)
- Registration certificate from the Immigration Office (Ausländerbehörde)
- All documents concerning your child (ID, birth certificate, other certificates, medical certificates, etc.)

You can see an overview of the schools in the district of Bad Kissingen [»»here](#).

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#### Letters from the school:

The school often gives children written information to take home with them and give to their parents. It is important that you read this information. If you find it hard to understand these letters, ask your [»»Refugee and Integration Counselling centre](#) or your [»»Help Centre](#) for someone who can help you.

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#### Informing the school that your child is ill:

Please call the school **before the first lesson of the day begins** if your child is ill. State your child's name and which class they are in. Otherwise, the school is obliged to look for your child, and will contact the police if necessary. You may have to pay a penalty in this case.

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### **School transportation costs:**

In principle, the cost for buses and trains to school can be reimbursed as long as your child's school is more than 2 kilometres away (1st to 4th class) or 3 kilometres away (5th class and older). For primary and middle schools, applications for reimbursement of travel costs are usually handled by the school itself. The [»»Landratsamt](#) (District Administrative Office) is responsible for secondary schools.

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### **Education and participation**

With the Education and Participation Package, it is possible to receive financial support for your child for school lunches, school supplies, membership fees for cultural or sports clubs or money for participating in school trips. Your application must be submitted to the [»»Landratsamt \(District Administrative Office\)](#).

You must always submit the application **before** you pay for something yourself. If you have already paid for something, you will not get the money back.

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### **School holidays**

School holidays are the times each year when there is no school for pupils. In Bavaria, in general, the new school year starts in September every year.

In early November, there is one week of autumn holidays. For Christmas and the New Year, there are two weeks of Christmas holidays. In February, there is one week of winter holidays. In spring/early summer, there are also two weeks of holidays (Easter and Pentecost). In summer, the school year ends at the end of July/beginning of August with six weeks of summer holidays.

You can find a list of school holidays in Bavaria [»»here](#).

### **Youth Welfare Service (Jugendsozialarbeit) at schools**

#### **Goals:**

The Youth Welfare Service at schools (JaS) is a service to support young people and significantly improves equality in terms of education and opportunities.

It is designed for young people with social and educational problems. It is intended to improve their chances for participating in society and for leading their lives independently and be part of their community.

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#### **Target group:**

The Youth Welfare Service at schools (JaS) works with young people attending the school who need more support than others. It helps them integrate socially and improve their educational experience. JaS cooperates with parents, legal guardians, teachers and other counselling services.

The service is free, voluntary and non-binding. The conversations are subject to confidentiality.

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**Areas of responsibility:**

- Counselling for young people (individual help)
- Help with learning social skills and good work skills
- Help with dealing with conflict
- Support with social integration by making contacts in the community
- Counselling for parents/guardians

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**Contact person for primary schools:**

**Jugendsozialarbeit - Sinnberg Grundschule Bad Kissingen**

Sinnbergpromenade 4

97688 Bad Kissingen

Silke Göhl

Tel.: 0971 / 699 1900

Mobile: 0151 / 180 133 79

Email: [silke.goehl@kolping-bildung-schweinfurt.de](mailto:silke.goehl@kolping-bildung-schweinfurt.de)

**Jugendsozialarbeit - Grundschule am Mönchsturm Hammelburg**

Friedrich-Müller-Str. 19

97762 Hammelburg

Natalie Gerbersdorf

Tel.: 09732 / 785 46 235

Mobile: 0171 / 8626 947

Email: [gerbersdorf.natalie@sw.gfi-ggmbh.de](mailto:gerbersdorf.natalie@sw.gfi-ggmbh.de)

**Jugendsozialarbeit - Grundschule Wildflecken**

Rhönkaserne, Gebäude 81

97772 Wildflecken

Lindita Memedi

Tel.: not yet known

Mobile: not yet known

Email: [lindita.memedi@kolping-bildung-schweinfurt.de](mailto:lindita.memedi@kolping-bildung-schweinfurt.de)

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**Contact person for basic secondary schools:**

**Jugendsozialarbeit - Anton-Kliegl-Mittelschule Bad Kissingen**

Platz Heimattreue 1

97688 Bad Kissingen

Ann-Kathrin Schmidt

Tel.: 0971 / 785 4924

Mobile: 0160 / 2019 174

Email: ann-kathrin.schmidt@die-gfi.de

**Jugendsozialarbeit - Mittelschule Hammelburg**

Friedrich-Müller-Str. 19

97762 Hammelburg

Natalie Gerbersdorf

Tel.: 09732 / 785 46 235

Mobile: 0171 / 8626 947

Email: gerbersdorf.natalie@sw.gfi-ggmbh.de

**Jugendsozialarbeit - Mittelschule Bad Brückenau**

Römershager Str. 31

97769 Bad Brückenau

Aleksandra Koj

Tel.: 09741 / 939 522

Mobile: 0163 / 77 67 035

Email: Aleksandra.koj@gbf-sw.de

**Jugendsozialarbeit - Schulverband Münnerstadt / Nüdlingen**

Schützenstr. 28

97702 Münnerstadt

Daniela Jakob

Tel.: 09733 / 810 225

Mobile: 0163 / 77 67 034

Email: daniela.jacob@gbf-sw.de

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## **Jugendsozialarbeit - Mittelschule Oerlenbach**

Schulstr. 10

97714 Oerlenbach

Julia Klinke

Tel.: 09725 / 7101 29

Mobile: 0163 / 77 67 036

Email: [julia.klinke@gbf-sw.de](mailto:julia.klinke@gbf-sw.de)

### **Contact person for vocational schools:**

## **Jugendsozialarbeit - Staatliche Berufsschule Bad Kissingen**

Seestraße 11

97688 Bad Kissingen

Hilda Wischnewski

Tel.: 0971 / 7206 49

Mobile: 0160 / 53 056 74

Email: [hilda.wischnewski@die-gfi.de](mailto:hilda.wischnewski@die-gfi.de)

## **Vocational school (16-21 years) - Vocational integration classes**

Young people between the ages of 16 and 21 are required to attend vocational school. They must attend vocational school. Either as part of a ["vocational training programme"](#) or in **vocational integration classes (BIK)**.

In vocational integration classes, you learn German and are prepared for a profession. You can obtain a secondary school leaving certificate in two years. In exceptional cases, young people up to the age of 25 can also attend vocational integration classes.

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### **Vocational integration classes (["Flyer of the vocational school Bad Kissingen"](#))**

#### **Year 1: BIK-V (preliminary class to the vocational integration class)**

The focus is on language acquisition, possibly with literacy training. At the end of the school year there is a certificate of achievement.

#### **2nd year: BIK (vocational integration class)**

Existing language skills are consolidated and a new focus is placed on preparing for (vocational) training, for example through an internship. It is possible to complete the vocational integration class with a secondary school leaving certificate if you perform well.

Please **enrol** directly at the [""Berufsschule Bad Kissingen](#) . When you register, the vocational school will invite you to a placement test. This test will take place in July. The vocational school will inform you of the exact date in advance in a letter.

#### **Contact:**

📍 State Vocational School Bad Kissingen

Seestraße 11

97688 Bad Kissingen

☎ [+49 \(0\) 97172060](tel:+49097172060)

@[info@bskg.de](mailto:info@bskg.de)

[""Homepage](#)

### **Continuing education at school**

#### **Vocational schools**

#### **Berufsbildungszentrum für soziale Berufe Münnerstadt (Münnerstadt Professional Education Centre for Social Work)**

[»»Flyer](#)

- Berufsfachschule für Ernährung und Versorgung (Vocational School of Nutrition and Care)
- Berufsfachschule für Kinderpflege (Vocational School of Childcare)
- Berufsfachschule für Sozialpflege (Vocational School of Nursing)
- Berufsfachschule für Altenpflege der Caritas-Schulen gGmbH (Caritas Vocational School of Eldercare)
- Fachakademie für Sozialpädagogik der Caritas-Schulen gGmbH (Caritas Vocational School of Social Pedagogy)
- Fachschule für Heilerziehungspflege der Caritas Schulen gGmbH (Caritas Vocational School of Disability Care)

#### **Contact:**

Berufsbildungszentrum für soziale Berufe Münnerstadt

Schützenstraße 32

97702 Münnerstadt

Tel.: 09733 / 8119 0

Email: [verwaltung@bbz-muennerstadt.de](mailto:verwaltung@bbz-muennerstadt.de)

[»»Homepage](#)

#### **Specialist vocational schools for eldercare and assistance in Bad Kissingen**

[»»Flyer](#)

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**Contact:**

Private Berufsfachschulen für Altenpflege und Altenpflegehilfe

Columbiastraße 23

97688 Bad Kissingen

Tel.: 0971 / 699353 0

Email: [altenpflegeschule@sw.bfz.de](mailto:altenpflegeschule@sw.bfz.de)

[»»Homepage](#)

**Bayernkolleg**

**Special classes -**

**Obtaining a basic secondary diploma / Abitur preparation**

**»»Flyer**

In special classes, young adults whose first language is not German have the opportunity to take their Abitur exams. During the first two years, "German as a foreign language" is the main focus of the classes. As an intermediate goal, students can obtain the basic secondary school diploma if they pass the first two years.

These special classes have 12-15 students and the **following focal points:**

- Intensive support in learning German as a foreign language
- Establishing a solid foundation in English
- Review and consolidation of the foundations of mathematics and science
- Introduction to the basic aspects of social and political life in Germany

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**Pre-requisites for admission:**

- a minimum age of 18
- basic German skills (level: B1)
- a completed vocational training programme or temporary employment – if not, having responsibility for a family or similar
- permanent residency in Germany

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**Contact:**

Bayernkolleg Schweinfurt

Staatliches Gymnasium des zweiten Bildungswegs (State Grammar School for Alternative Educational Paths)

Florian-Geyer-Straße 13

97421 Schweinfurt

Tel.: 09721 / 475 93 0

Email: office@bayernkolleg-sw.de

## University study

### General information

### University studies

#### General information

Refugees also have the opportunity to study at universities in Germany. However, they must fulfil the same prerequisites as other foreign students.

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#### Prerequisites:

- You need a university entrance qualification

If you do not have an Abitur degree from a German school, you need to check whether the secondary school degree you obtained in your home country is sufficient for you to enter a German university ([»»www.anabin.de](http://www.anabin.de))

- You need to have excellent German language skills (language level: C1)

To prove your knowledge of German, you must have one of the following:

- DSH (Level 2)

- Test DaF (Level 4)

- Telc (C1 HS)

- or a similar test

- Make note of the deadlines by which you need to apply for a course of study. As a general rule, these deadlines are

- 15 January for the following summer semester

- 15 July for the following winter semester

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### **Fees:**

For a bachelor's degree, there is no longer any contribution required in order to study at state universities, but there is a semester fee. The amount of the requested fees depends on the university.

As a student in Germany, it is possible to receive financial support through the Bundesausbildungsförderungsgesetz, a federal act for promoting higher education referred to as "BAföG" for short. You must pay back half of the BAföG total after completing your course of study. Information is available at your respective university or here: [»»BAföG for Immigrants and Refugees](#)

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## **Kiron Higher Education**

Refugees and asylum seekers often face difficulties when trying to gain access to higher level education.

Kiron Higher Education offers this possibility free of tuition fees and without the need for other legal documents usually required to study.

The first two years of the degree programme takes place on the Internet with online courses. All courses are offered in English. However, it is possible to add subtitles in any language. The third year of study takes place on campus at one of Kiron's partner universities.

There is also the possibility to learn German during the course of study. Additional various supports and advice are also on offer.

More information on [»»Kiron](#)

## **Advice and support**

### **University studies**

### **Advice and support**

#### **Bildungsberatung Garantiefonds Hochschule (advice and support for immigrants wanting to study or work) ([»»flyer](#))**

Personalised counselling about university studies, such as how to get your qualifications recognised, find a language course, or apply and pay for your studies, is provided by the counsellors at the Garantiefonds Hochschule. You can obtain individualised, detailed information on how to gain an education in Germany.

Under certain circumstances, you can also attend a preparatory language course (levels B2 and C1), including a scholarship and other support.

### **Contact for Bad Kissingen:**

Katharina Leipe

Tel.: 0911 / 99332 95

E-mail: katharina.leipe@cjd.de

Sandra Koch

Tel.: 0911 / 99332 95

Email: sandra.koch@cjd.de

You can find more information online at: [»»www.bildungsberatung-gfh.de/](http://www.bildungsberatung-gfh.de/)

You can also register online at [»»www.bildungsberatung-gfh.de/Online-Anmeldung](http://www.bildungsberatung-gfh.de/Online-Anmeldung)

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### Counselling services at universities

Counselling services at the universities at which you would like to study, i.e. the Integra programme.

You can find more information here

[»»Anabin](#): Information portal for education certificates gained outside Germany

[»»DAAD](#): Deutscher Akademischer Austauschdienst (German Academic Exchange Service)

## Health

In the event of acute illnesses and pain, they are entitled to basic medical care. You are also entitled to every officially recommended immunisation and check-up. In addition, you will receive free medical services that are essential to safeguard your health.

See a doctor if:

- you are acutely ill or in pain
- you are pregnant
- you are chronically ill, e.g. if you have diabetes, epilepsy or mental illness. Bring any remaining medication or the package leaflet for your medication with you when you visit the doctor. If you have already been to the doctor or hospital because of the illness, bring the results with you.

**Important:** As soon as you have a **residence permit**, you must **register with a regular health insurance company**. There you will receive an insurance card and are entitled to the same benefits as all residents in Germany.

### Visiting a doctor

#### General practitioners ("family doctors"):

In Germany, everyone has a family doctor. If you are ill, you go to this doctor. You can choose your own doctor.

Your family doctor will give you a general check-up and is your first point of contact when you are ill. The doctor also decides what medication you need and whether you need to see a specialist.

Doctors' surgeries/practice centres are usually open from Monday to Friday. Each doctor always has different opening hours. It is better to **make an appointment with the doctor beforehand**.

If you need a special examination, your family doctor will send you to a specialist or to the hospital with a "referral".

### **Consult your doctor when**

- You are acutely ill or in pain
- You are chronically ill (for example with diabetes). If you have any medicine or your medicine packaging, bring it with you to the doctor. If you have already been to the doctor or hospital because of your illness, please bring the doctor's report.
- You are pregnant

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### **Health care using asylum seekers' benefits:**

Asylum seekers who are already in the process of applying for asylum receive health care through the asylum seeker benefit authority (Asylbewerberleistungsbehörde) ([»»Social Welfare Office](#)) in the District Administrative Office (Landratsamt). You will receive a medical treatment certificate there. Every family member gets their own medical treatment certificate. You need to get this certificate before visiting the doctor, and it means that going to the doctor is free for you.

You are entitled to

- Basic medical care for acute illness and pain
- Medical care during pregnancy
- Vaccinations
- Preventative check-ups

Once you have a [»»residence permit](#), you must register with a health insurance provider!

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### **Healthcare from a health insurance provider:**

Once you have a residence permit, you must register with a health insurance provider. You also have a right to health insurance with a health insurance provider if you have been in Germany for 15 months and have not yet received a positive asylum decision. You must choose your health insurance provider yourself. You will receive an insurance card from this health insurance provider. You need to bring this card with you to any doctor's appointments. If you are insured through the health insurance provider, you are entitled to the same benefits from any doctor as all other legally insured people.

The basic medical care of the health insurance provider includes:

- Services to prevent and alleviate diseases
- Services during pregnancy
- Services for the detection of diseases
- Services for the treatment of diseases

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### **Paediatricians:**

Children are usually examined by paediatricians. Regular check-ups and vaccinations by the paediatrician are important for the health of each child. These check-ups are called "U-Untersuchungen" and in some cases are mandatory.

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### **Gynaecologists:**

It is important that women are regularly examined by a gynaecologist. This helps detect illnesses early enough to treat them. This is called screening. You can also discuss contraception there.

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### **Dentists:**

If you have toothache, you go to the dentist.

If you need an appointment with the dentist, the asylum seeker benefits authority ([»»Social Welfare Office](#)) issues a dental treatment certificate – this is only possible for treating acute problems.

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### **Specialists:**

If necessary, your family doctor will refer you to a specialist who can carry out specific tests.

A referral to the specialist must be verified by the asylum seeker benefits authority ([»»Social Welfare Office](#)) before the appointment. You can go to the specialist doctor only after being approved.

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### **Emergency medical services**

#### **Medical on-call service:**

If you need a doctor at night or on weekends, but there is no emergency, you can call the free hotline for on-call medical services. If it is possible, you will be immediately connected with the nearest on-call service.

**Medical on-call service: Tel. 116117**

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Asylum seekers can find further information in the brochure **Ratgeber Gesundheit für Asylsuchende in Deutschland** ("Healthcare advice for asylum applicants in Germany"). The brochure is available in the following languages [»»German](#)

[»»English](#)

[»»Arabic](#)

[»»Farsi](#)

[»»Kurdish](#)

- You can find more multilingual information on immigration and health [»»here](#)

## ZANZU My body in word and pictures

»»[Zanzu](#) is a website on health.

It provides information in thirteen languages (for example, Arabic, English and Farsi) on the following topics: your body, family planning and pregnancy, infection, sexuality, relationships and feelings, your rights and the law.

## Pregnancy and childbirth

Expectant mothers are under special protection in Germany and are entitled to counselling, medical care and support with new acquisitions for the child. In case of pregnancy, always visit a doctor first and have the preventive medical check-ups carried out there. You will then receive a maternity passport, which identifies you as an expectant mother and also contains important information about your state of health and the of your child. Always carry your maternity card with you in case of emergencies.

## General counselling for pregnant women at the District Office

General pre-natal care offers you the following resources:

- Counselling on all personal, social, legal and financial issues
- Information about legal aid and support in making use of it
- Arranging voluntary benefits from the state foundation "Help for Mother and Child"
- Longer-term support during pregnancy and after birth
- Prenatal diagnostic counselling

These counselling services are confidential and can be anonymous if you wish. You can go to counselling alone, with your partner or with another person who you trust. The counselling sessions are free of charge and the counsellors must keep them confidential.

### **Contact:**

Public Health Department Bad Kissingen  
Salinenstr. 1  
97688 Bad Kissingen

### **Contact persons**

Daniela Mach

Tel.: 0971 / 7165 8114

Email: [daniela.mach@kg.de](mailto:daniela.mach@kg.de)

Renate Happ-Simon

Tel.: 0971 / 7165 8112

Email: [renate.happ-simon@kg.de](mailto:renate.happ-simon@kg.de)

Harald Bean

Tel.: 0971 / 7165 0

Email: [harald.bohne@kg.de](mailto:harald.bohne@kg.de)

Juditha White

Tel: 0971 / 7165 8110

Email: [juditha.weiss@kg.de](mailto:juditha.weiss@kg.de)

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**Bad Brückenau office**

Sinnastr. 14  
97769 Bad Brückenau  
Harald Bean  
Tel.: 09741 / 93507 8006  
Email: harald.bohne@kg.de  
By appointment

**Opening hours Bad Kissingen**

Monday / Tuesday  
8:00 AM to 12:00 PM and 2:00 PM to 4:00 PM  
Wednesday  
8:00 AM to 12:00 PM  
Thursday  
8:00 AM to 12:00 PM and 2:00 PM to 5:00 PM  
Friday  
8:00 AM to 12:00 PM

**Making an appointment will save you unnecessary waiting time.**

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**Delivery and aftercare:**

Your gynaecologist will refer you to a maternity clinic. In advance, ask for a midwife for post-natal care. You will receive a birth confirmation letter from the clinic.

You can find contacts to midwives [»»here](#)

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**Initial equipment:**

As an asylum seeker, you will generally receive from the [»»Social Welfare Office](#) additional money and initial equipment for the child. Please get in contact with your claims administrator as soon as you have received your maternity record book (Mutterpass).

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**Report to the registry office:**

Newborn children must be reported to the registry office and the accommodation management. The maternity clinic reports the birth to the Registry Office. There you will receive the (possibly provisional) birth certificate for your child together with your ID, the birth certificate from the clinic and, if available, your marriage certificate. Please give your accommodation manager a copy of the birth certificate so that your child can be registered.

Note: Please submit only original documents. For documents in a foreign language, an officially certified German translation is required.

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**Detailed information** on the topic of pregnancy and birth can be found

- [»»Info Brochure Pregnancy and Birth](#) (German and Arabic)
- Guide for expectant mothers
  - [»»German](#)
  - [»»English](#)
  - [»»Arabic](#)

- [»»Kurdish](#)
- [»»Russian](#)
- Zanzu - My body in words and pictures  
Family planning and pregnancy
  - [»»German](#)
  - [»»English](#)
  - [»»Arabic](#)
  - [»»Farsi](#)
  - [»»Russian](#)

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### Other counselling centres for pregnancy issues

- **Social Service of Catholic Women (Sozialdienst kath. Frauen e. V.)**  
Friedrich-Stein-Strasse 28  
97421 Schweinfurt  
Tel. 09721 / 209 583
- **pro familia**  
Manggasse 18 a  
97421 Schweinfurt  
Tel.: 09721 / 75994-55  
Email [schweinfurt@profamilia.de](mailto:schweinfurt@profamilia.de)
- **Diakonisches Werk**  
Luitpoldstr. 14  
97421 Schweinfurt  
Tel.: 09721 / 23 638  
With field office hours in Bad Kissingen - Appointment via the Schweinfurt Counselling Centre

### Medication and pharmacies

If you need medication, you can get a prescription from your doctor. Medicines in Germany are almost exclusively found in pharmacies.

Pharmacies are identified from the outside by a red "A".

#### Prescription medicines:

Prescription medicines are only available if a doctor has issued you with a prescription. With the prescription, you can go to a pharmacy and get the medicine that the doctor has indicated for you. Not all prescription medicines are free.

#### Medicines that do not require a prescription:

You can buy medicines that do not require a prescription at any time in the pharmacy, without having been to a doctor before. For example, many medicines for colds or pain are available without a prescription.

**Important:** make sure that you take the right dose of the medicine as specified by your doctor or pharmacist. Do not take medicine for longer than recommended!

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#### Pharmacy hours:

Pharmacies are generally open from Monday to Saturday. The exact hours vary for each pharmacy. If you urgently need medication at night or at weekends, you will find a sign at every pharmacy with the name and address of a pharmacy that is open for emergency services. This information can also be found on the Internet.

**Emergency pharmacies** (at night or at weekends) in the district of Bad Kissingen at  
[»»www.aponet.de](http://www.aponet.de)

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### **More information about medication in Germany for immigrants:**

[»»German](#)

[»»Arabic](#)

[»»English](#)

[»»Farsi](#)

[»»Kurdish](#)

[»»Russian](#)

[»»Urdu](#)

### **Emergency numbers – SOS**

Only in the event of an **emergency** may you go to the hospital without a medical treatment certificate. An emergency is an **acute threat to health**. Do not forget your proof of arrival/ID! At the hospital, you must show your proof of arrival/ID in order to prove that you are an asylum seeker and the costs are covered by Social Services. If you are already registered with a health insurance company, bring your insurance card with you!

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### **Emergency contacts:**

Tel.: **110**    **Police**

Tel.: **112**    **Fire department, emergency services**

Tel.: **112**    **Ambulance, emergency medical services**

Emergency numbers always work on mobile phones, even with pre-paid cards without credit/money!

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### **Important information when calling 112:**

- **Who** is calling? (your name)
- **Where** has something happened? (address)
- **What has** happened?
- **How** many injured or ill people are there?
- **What type** of injuries or illnesses are there?
- **Wait** for questions!

Stay calm. Remain calm and speak clearly so that it is easy to understand you. Do not end the call. The emergency service/police will end the call when all necessary information has been submitted.

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### **Hospitals in the district of Bad Kissingen:**

#### **Helios St. Elisabeth-Krankenhaus Bad Kissingen**

Kissinger Straße 150

97688 Bad Kissingen

Tel: 0971 / 805 - 0

#### **Helios OrthoClinic Hammelburg**

Ofenthaler Weg 20

97762 Hammelburg

Tel: 09732 / 900 - 0

#### **Capio Franz von Prümmer Klinik Bad Brückenau**

Bahnhofstraße 16

97769 Bad Brückenau

Tel.: 09741 / 898 - 0

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### **Protection from violence**

#### **SOLWODI - Solidarity With Women In Distress**

Counselling centre for foreign women and girls at risk

#### **Bad Kissingen**

Tel.: 0971 / 802 759

Monday – Friday 9:00 AM – 5:00 PM

#### **Women and girls in need**

Helpline for women experiencing violence: "**Gewalt gegen Frauen**"

Shelter and protection for women and their children who have experienced violence at the hands of a partner.

**Tel.: 08000 116 016**

Available 24 hours a day. Counselling over the phone is available in 17 languages with the help of (female) interpreters.

#### **Frauenhaus in Schweinfurt (Women's Shelter)**

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Information and counselling in cases of domestic violence

Protection and support for women who are being threatened or abused – with and without children

**Tel.: 09721 / 78 60 30**

Available 24 hours a day

## **Advice centres**

### **Psychosocial counselling centres for addiction**

#### **Counselling is intended for:**

- People who struggle with alcohol, pharmaceuticals, drugs, eating disorders, gambling
- Family members of people struggling with addiction
- People who want to get general information about addiction, how it occurs and what it does, and the options there are for getting help.

#### **The following resources are offered:**

- Counselling, clarification and motivation for those affected and their families
- Intensive outpatient care
- Providing information about, preparation for and aftercare following inpatient treatment
- Information about the forms of addiction, dependency, underlying background and treatment options
- Information about self-help groups

#### **Contact:**

Caritasverband für den Landkreis Bad Kissingen e. V.

Hartmannstraße 2a

97688 Bad Kissingen

Tel.: 0971 / 7246 - 9200

Email: [suchtberatung@caritas-kissingen.de](mailto:suchtberatung@caritas-kissingen.de)

Walk-in hours:

Monday 9:00 AM – 12:00 PM

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### **Addiction counselling at the Department of Health (Gesundheitsamt Bad Kissingen)**

Free addiction counselling (in person or over the phone):

- Drug addictions, e.g. alcohol or illegal drugs
- Behavioural addictions, e.g. eating disorders, internet addiction

Reaching this target group requires a proactive approach, so the Department of Health makes house calls (visits people at home).

This flexible form of counselling also offers people suffering from addiction the option of working on their motivation and/or abstinence in the comforting, stabilising environment of their own home.

### **Services:**

- Crisis intervention
- One-on-one counselling sessions
- Counselling for family members
- Intensive work on improving motivation
- Putting patients in contact with other organisations that can help

### **Contact:**

Gesundheitsamt Bad Kissingen (Bad Kissingen Department of Health)

Salinenstraße 1

97688 Bad Kissingen

### **Contact person:**

Rainer Müller

Tel.: 0971 / 7165 8113

Email: rainer.mueller@kg.de

Daniela Mach

Tel.: 0971 / 7165 8114

Email: daniela.mach@kg.de

Harald Bohne

Tel: 09741 / 9350 78 006 or 0971 / 7165 0

Tuesday and Thursday 8:30 AM – 11:30 AM

Email: harald.bohne@kg.de

### **Hours**

Monday / Tuesday

8:00 AM to 12:00 PM and 2:00 PM to 4:00 PM

Wednesday

8:00 AM to 12:00 PM

Thursday

8:00 AM to 12:00 PM and 2:00 PM to 5:00 PM

Friday

8:00 AM to 12:00 PM

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## **KIDRO e.V. Drogenhilfe**

### **Target group:**

- Drug users who are dependent on hard/illegal drugs or are at risk of becoming addicted to them
- and their family members

### **Concrete actions to take:**

Counselling, support or assistance:

- in difficult situations
- when contacting/visiting officials and public authorities
- with answering letters
- with court dates
- with filling out forms
- with job applications
- with finding accommodation, as well as moving out
- with debts and managing them
- with prevention programmes in schools
- with detoxification and substitution therapy
- with finding alternative leisure activities

### **Contact:**

Kidro

Maxstraße 40

97688 Bad Kissingen

### **Contact person:**

Christian Fenn

Tel.: 0170 / 85 25 180

email: christian.fenn@kidro.de

## **AIDS counselling**

### **Services:**

- AIDS/HIV education and testing
- counselling by telephone or in person

AIDS counselling and testing is free of charge and anonymous.

Please make an appointment with us to have blood drawn. The results will be available about 1 week later.

Informational material can be given out for free upon request.

### **Contact information for making an appointment:**

Gesundheitsamt Bad Kissingen (Bad Kissingen Department of Health)

Tel.: 0971 / 7165 0

## **Everyday life and Leisure Activities**

Are you new in Germany?! Moving to a foreign country brings with it a lot of questions and a lot of work. Everyday life or some German ways of life must be foreign to many refugees and migrants. To make it little easier to get around in your everyday life, here are a few practical tips.

### **Mobility / transport**

All relevant places in [Stadt] and the surrounding areas can be easily reached by public transport ([verfügbare Verkehrsmittel in der Stadt, Bus, Ubahn etc.]). A healthy, economical and environmentally friendly alternative to getting from A to B is by bicycle.

#### **Public transport**

##### **Bus**

The bus is available to everyone. You need a valid ticket for every journey. Travelling without a ticket (fare dodging) is punished and you will have to pay a fine (minimum € 60.00). You buy your bus ticket directly from the bus driver. Have small change and coins ready.

The timetable for  [buses in the district and town of Bad Kissingen](#)

Information about  [bus connections](#)

#### **Fare:**


The district of Bad Kissingen is divided into so-called honeycombs. You can use this to determine your journey and the fare yourself.



### **""Fare information**

Offer for school pupils and trainees: (**""Flyer**)

All pupils, vocational school students or trainees who use the bus to get to school (weekly or monthly ticket). Also pupils travelling on the exempted school transport service. Pupils can travel as often as they like on all public buses in the district of Bad Kissingen. The student ticket is only valid on presentation of the student's authorisation card. The student card cannot be passed on to other students.

Further information can be found at  **""here**

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**Multilingual information on the use of public transport** can be found at  **""here**

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## **The leisure buses in the district of Bad Kissingen**

Operate from May to October (sometimes all year round).

They run at weekends and on public holidays (sometimes also during the week).

You can take the leisure buses to the highlights of the Bad Kissingen district. You need a valid ticket for the journeys, which you can buy from the bus driver.

### **""Bäderlandbus**

The Bäderlandbus takes you through the Bavarian Rhön spa region, between Bad Brückenau and Bad Königshofen. I

### **""Saale valley bus**

The Saale valley bus takes you to the most beautiful places and highlights between Hammelburg and Bad Kissingen.

### **""Sinntalbus**

The Sinntalbus connects the villages of the Sinntal with the Kreuzberg.

### **""Kreuzberg shuttle**

The Kreuzberg shuttle takes you to the most beautiful places and highlights between Diebach and Hammelburg, right up to the Kreuzberg.

## **Railway**

There are two railway lines in the district of Bad Kissingen. Route **803** from Gemünden via Bad Kissingen and Ebenhausen to Schweinfurt. Route **815** from Meiningen/Grimmenthal via Ebenhausen to Schweinfurt.

Information on fares and tickets can be found on the following pages:

 (**BEG**) [Bayerische Eisenbahngesellschaft mbH](#)

 [Deutsche Bahn AG](#)



## Mobility App "WOHIN DU WILLST"

With the mobility app "Wohin-Du-Willst" you can find all transport connections in the district of Bad Kissingen quickly and easily. The app helps you to digitally plan your personal travel route in the district. Bus and train connections to other regions can also be easily displayed. You can book rides via an interface to Blablacar. In "Wohin-Du-Willst" you are also shown the fares and can book call buses.

You will also find information on fares and on the citizens' buses.

The app is free of charge. You can choose between nine different languages. After installation, select "Landkreis Bad Kissingen" as the region and off you go.

[>>Here you can get to the app.](#)

## Bicycles

Buying a bicycle makes sense for traveling shorter distances and also as a leisure activity.

Traffic regulations must be respected, as otherwise the police can impose a fine. In addition, the bicycle must be safe and roadworthy.

### **Important road rules for cyclists (excerpt):**

- Always cycle on the right-hand side of the road
- Do not cycle side by side, but one behind the other
- If there is a cycle path, you must ride along the cycle path (only on the right side of the road in the direction of travel)
- Only children up to 11 years old are allowed to cycle on footpaths
- It is forbidden to cycle while using a mobile phone.

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### **More information for cyclists**

[>>>German](#)

[>>>English](#)

[>>>Arabic](#)

[>>>Farsi](#)

[>>>Russian](#)

You can find the **basic traffic rules** in this brochure (German, English and Arabic):

[>>>Travelling in Germany - what do I need to look out for?](#)

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## **Bicycle repair workshop**

Flat tyre? Broken brakes?

You can repair your own bicycle and make it roadworthy again under the supervision of an expert.

“Tinkering with our bikes together brings us together as friends”

Every 2 weeks, on Wednesday, from 4:30 PM – 6:30 PM at JuKuZ (blue room)

You can get more information here:

Mehrgenerationenhaus

Von-Hessing-Straße 1

97688 Bad Kissingen

Tel.: 0971 / 699 33 81

## Housing

### Housing benefits

If you and the people you live with in the household don't make a lot of money, you can get a subsidised property. You need an accommodation entitlement certificate to be eligible for this. Under certain conditions, you are also entitled to housing benefits. If you get money from the state for yourself and your family, you usually do not have to apply for a housing allowance.


[Einfügen: Adresse, Link zum Sozialamt oder ähnlichem, Wohnungsvermittlungen, andere Hilfen zum Thema Wohnen in der Region]

### House hunting

Sometimes it takes a few months to find a suitable flat. It is important to be patient when looking for a flat.

You can get **support** in your search for accommodation from the  "[Integrationslotsin](#)".

#### Contact and appointments:

 Caritasverband für den Landkreis Bad Kissingen e.V.  
Hartmannstr. 2a  
97688 Bad Kissingen

 [+49 \(0\) 9717246300](tel:+49(0)9717246300)

 [@integrationslotsin@caritas-kissingen.de](mailto:integrationslotsin@caritas-kissingen.de)

You can search for flats, for example, in the regional newspaper or at the following addresses:

 [Saale Zeitung](#)



## ""Immobilienscout24



## ""Immowelt



## ""ebay classifieds

### **Important abbreviations in an advert**

**Whg.** = flat

**WG** = shared flat

**App.** = Apartment

**Zi.** = room

**ZKB** = room-kitchen-bathroom

**EBK** = Fitted kitchen

**KM** = basic rent

**incl.** = inclusive

**NK** = additional costs

**Deposit** = deposit

### **Moving into your own home**

As soon as you have a residence permit, you are usually obliged to move out of your community accommodation/decentralised accommodation. You need to pay a fee for further accommodation.

You will need to find your own place to live. If you don't have a job and thus aren't earning money, the [»»Job Centre](#) will pay your rent. But it will only do this if you need help paying your rent and the rent is no higher than a predefined amount.

**Important:** Once you have found an apartment, and are receiving benefits from the Job Centre, you must not sign the lease immediately. **The Job Centre must check and approve the lease before you sign it.**

The tenancy agreement must include the following points:

- "Cold" monthly rent: The rental costs for the living space per month, excluding service and utility costs such as heating
- Additional costs: this includes operating costs like stairwell cleaning, waste collection charges, janitorial costs, cable connection, etc.
- Heating costs: Costs for heating and hot water

(Please note: you always have to pay electricity and heating costs yourself! For this reason, pay particular attention to how much electricity/heat you consume.)

- Size of apartment, number of rooms, address, landlord

Many landlords also require [»»personal liability insurance](#).

Please remember to re-register – in other words, you need to register your new address (in person) at the Residents' Registration Office (Einwohneramt).

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### **Security deposit**

The deposit is a security payment for the landlord. The amount for the deposit is a maximum of 3 months' rent. When you move out of the property, you get the money back.

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### **Qualifying as a renter**

Volunteer Coordination offers courses on “Qualifying as a renter – Ready for your own apartment” for refugees. In this course, you will learn about your rights and duties as a renter, as well as gain skills in communicating with landlords independently and applying for a flat.

More information is available from [»»Volunteer Coordination \(Ehrenamtskoordination\)](#).

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### **House regulations**

House regulations list specific rules about living together with others. They apply to anyone who lives in communal accommodation or in a flat.

The most important ones are:

- **Noise:** Everyone living in the building is responsible for keeping noise levels low as much as possible. You need to be particularly attentive to this between 1:00 and 3:00 PM and between 10:00 PM and 6:00 AM – these are the “quiet hours” (Ruhezeit). On Sundays and public holidays, quiet hours last the entire day.

**Waste disposal:** Waste must be disposed of in the designated bin. There are different bins for plastic, paper and cardboard, fruit and vegetables (organic waste) and other waste. Please adhere to the waste separation rules, because the majority of rubbish is recycled and this is important for protecting the environment.

You can find a multilingual overview of which types of waste belong in which bins in the [»»Recycling](#) flyer.

- **Ventilation:** You should open the windows frequently to let in fresh air. This prevents mould from forming, for example.

### **Private personal liability insurance**

The most important insurance for you and your family is a private personal liability insurance. You will need this from the beginning in Germany!

In principle, you must pay for any damage you cause in Germany. This may be minor damage such as, for example, if you scratch a parked car with a bicycle or if your child breaks a window when throwing a ball. However, it also includes damage that is so severe (for example, if you are responsible for causing an accident that injures people) that you have to pay money for the rest of your life.

A private personal liability insurance is used in these instances and pays for any damages. There are insurance policies that can cover your whole family.

If you have caused damages, you must report it within one week of your insurance.

You can find **more information** here

[»»German](#)

[»»English](#)

[»»Arabic](#)



[»»Dari and Farsi](#)

## Taxes and tax returns

**You must pay tax on your income in Germany.** If you are employed, you will receive the net amount of your salary from your employer. This means that your taxes have already been deducted. If you are self-employed, you must pay tax on your income yourself.

## Tax identification number

The **tax ID is an 11-digit number** and is used for income tax purposes. The place of work requires this number. If you do not have this number in your documents, you can ask for it in person at the registration office or in writing at the Federal Tax Office.

Do you need help with your tax return? It is best to contact your [local income tax association at](#) . If you have any further questions, the  [tax office](#) can also help you.

## Current account

A current account is an account for people who want to make payments via the bank. Your money is available in your current account at all times.

## With a current account you can:

- Make transfers
- Receive cashless payments (payments from public offices / authorities (social benefits) are often made cashless, i.e. transferred to a personal current account)
- Set up standing orders
- Participate in direct debit procedures
- Cashing cheques, making cashless payments with the EC / Maestro card
- Withdraw cash at bank counters or ATMs
- Print out your account statements

**Important:** Make sure that you have enough money in your account for all withdrawals and payments.

**Tip:** Different banks offer current accounts with different conditions. Find out exactly how much a current account costs each month and what services the bank offers in return.

## **Opening an account:**

Decide which bank you would like to have an account with. Make an appointment to open an account. Please bring one of your identification documents with you: Proof of arrival, residence permit, identity card. If no current address is noted on the identification document, please also bring a registration certificate or a comparable document.

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

## **Important information:**

- After opening the account, you will receive an EC card with a four-digit PIN code. Sign the back of the EC card and memorise the PIN code. You will need the PIN code for cashless payments and for withdrawing money from ATMs. **Be sure to keep your card and PIN code separate!**
- If you want to withdraw cash, it is best to use the ATMs of the bank where you have your account. Then the withdrawal costs nothing. If the PIN code is entered incorrectly three times at the ATM, the debit card will be cancelled and blocked. In this case, you must ask your bank.
- If your debit card is lost or stolen, have it blocked immediately. State your sort code and account number. Then ask your bank for a new EC card.  
Telephone number: 116 116 (around the clock)

## **Further information about your current account**

[""German](#)

[""German](#)

[""English](#)

[""English](#)

[""Ukrainian](#)

## **Telephone and Internet**

### **Mobile phone**

#### **Mobile phone:**

There are basically two different mobile phone contracts in Germany: Prepaid contract and fixed-term contract (fixed contract).

- **Prepaid contract:**

With a prepaid contract, there is no fixed contract term. There are no regular monthly costs. You decide for yourself when you load new credit onto your mobile phone.

- **Fixed-term contract:**

A fixed-term contract has a minimum contract term. This is usually 12 or 24 months. The contract is automatically renewed if you do not cancel it on time. With a contract, you receive certain services for a total monthly amount. So pay close attention to the content of the contract when you sign it! Contracts are binding. If you are not sure whether you have understood everything correctly and can pay the running costs over the entire term of the contract, then do not sign a contract (this also applies to all other contracts, e.g. at the gym). Failure to honour a contract can have serious consequences!

We strongly advise against concluding contracts on the Internet! You will not receive personalised advice and often misunderstand the content. Nevertheless, contracts cannot be cancelled!

If in doubt, ask someone for help.

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### **10 important questions for signing a contract:**

- How high is the basic fee? Does the fee increase after a certain period of time?
- Is there a minimum monthly turnover?
- How long is the contract for? (e.g. 12 or 24 months)
- If I do not cancel the contract, will it be automatically renewed?
- When do I have to cancel if I don't want to extend the contract?
- How much does it cost to set up, switch and deactivate?
- What is the billing cycle?
- How much does a minute of telephoning cost (external / own network)?
- How much does a mobile phone with a contract cost and how much does a mobile phone without a contract cost?
- How much does the Internet cost?
- How much do international calls cost?

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### **Important considerations before signing a mobile phone contract**

[""German](#)

[""English](#)

["" French](#)

["" Ukrainian](#)

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## **Internet**

Asylum seekers in Germany have **no legal right** to internet in their accommodation. Therefore, there is usually no internet in the accommodation centres. If there is a telephone connection in the accommodation, it is possible for the residents to buy a contract for internet themselves. You will have to pay for this yourself. Talk to the management of your accommodation first and **ask** whether internet is technically possible at all and how you can give the technician access **before signing the contract**. The contract has a minimum term (usually 24 months) and you must be able to ensure that you can pay the running costs for the entire term of the contract. Please note: You may have to move out of your accommodation before the end of the contract period!

## **Public, free WLAN hotspots**

Free WiFi is available at several locations (hotspots) in Bad Kissingen. There you can surf the internet with your own device.

### **Examples of public hotspots:**

#### **@BayernWLAN**

BayernWLAN offers free WLAN at many locations in the district of Bad Kissingen. For example:

- City of Bad Kissingen: Around the district administration office (Obere Marktstraße and Eisenstädter Platz), Ludwigsbrücke, Luitpoldbad, tax office, Erhard Straße, market square
- Bad Brückenau: "Zeit.Raum" in the Elisabethenhof
- Hammelburg: Market square, Bürgerspital retirement home (Josef-Schultheis-Str. 1)
- Münnerstadt: Market square, railway station
- Oerlenbach: Town hall

## **Opening hours and public holidays**

In Bavaria, most large shops are usually open from Monday to Saturday from 8.00 am to 8.00 pm. The smaller shops usually close earlier in the evening. Public holidays and Sundays are days of rest on which all shops and public authorities are closed. Restaurants, cafés and some bakeries are nevertheless open from time to time.

### **The following public holidays are on the same date every year:**

- 01.01. New Year
- 06.01. Three Wise Men
- 01.05. Labour Day
- 15.08. Assumption Day
- 03.10. Day of German Unity
- 01.11. All Saints' Day
- 25.12. 1st Christmas Day
- 26.12. 2nd Christmas Day

Other public holidays shift slightly throughout the year.

You can find an overview of all public holidays in Bavaria [""Here](#)

## **Leisure activities and sport**

Having fun when moving is one thing. But sport offers you another chance: it is a good and proven way to settle in and integrate into a new environment. The rules of sport do not know any cultural or national boundaries and are usually understood without a common language. Sport offers a good and informal possibility to make contact with locals through personal contacts.

[Sportservice, öffentliche Sportparks, Bäder etc. einfügen]

## **Libraries and museums**

### **Libraries**

Libraries are places where you can borrow a variety of materials. There's a lot on offer: Books for children, teenagers and adults, learning aids, cassettes, CDs, and DVDs.

In order to borrow something, you need a library card. You need to bring your identification card to the library to get this, and pay a small fee every year.

Materials can be borrowed for 2 or 4 weeks (depending on the medium). After this time has passed, you have to return everything.

Important: If you do not bring the items back in time, you will have to pay high fees!

You can find an overview of which towns in the district of Bad Kissingen have libraries [»»here](#)

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## **Museums**

There are many museums in the district of Bad Kissingen where you can learn about the history of the region or the Rhön area. You usually have to pay for admission.

You can find an overview of which towns have museums [»»here](#)

## **Swimming pools**

In Germany, men, women and children go to the swimming pool together. There are no bathing times for women only.

If you cannot swim, you should not go into the water because it is very dangerous. You can learn to swim in courses at the swimming pools.

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### **There are the following swimming pools in the district of Bad Kissingen:**

- [""Terrassenschwimmbad Bad Kissingen](#)
- [""KissSalis Therme](#)
- [""Saaletalbad Hammelburg](#)
- [""Natural pool Aura an der Saale](#)

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## **Bathing rules**

You must adhere to the bathing rules in the swimming pools.

""[German](#)

""[English](#)

" [French](#)

""[Russian](#)

## **Clubs**

People with the same hobby usually come together. There are sports clubs, music clubs and animal welfare societies, to name just a few. When you join a club, you can pursue your hobbies and interests, get to know people and make new friends.

The district of Bad Kissingen has many different clubs. Every citizen can become a member of a club.

Normally, you must pay an annual membership fee to be a member. However, for more precise information, you should contact the club directly.

## Sport

Having fun when exercising is one thing. But sport offers you another benefit, too: It is a great and proven way to settle in and integrate into a new environment. The rules of sport do not know any cultural or national boundaries and are usually understood without a common language. Sport offers a good, informal possibility to make contact with locals through new friends.

The district of Bad Kissingen has more than 100 sports clubs.

You can find more information and contact addresses on the [»»Bayerischen Landes-Sportverbandes e.V. website.](#)

## Music

Do you like to sing? Do you play an instrument?

There are many music clubs, choirs and music schools that would love to have you get involved. Each community has many options for making music. It is best to ask your local help centre or check with your local city/town administration.