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Training and work

In order to find a good job in Germany, it is important to have completed vocational training or a degree. On the following pages you will find information and contact persons for training, career entry and studies.

If you would like advice on educational issues or need information on a specific job, please visit the website of the [BIZ Ludwigsburg Career Information Centre](#), where you will find an overview of a wide range of educational opportunities for people who are new to Ludwigsburg, as well as a wealth of important and additional career information [BERUFENET](#) and [BERUFE-TV](#)

Information

The conditions under which you can work in Germany depend on your residence status. You can find basic information and the relevant contact persons for job search under [access to the labour market](#)

If you have already completed school or vocational training abroad, you should try to have these qualifications recognised. You can find more information on this under [»»Recognition of foreign qualifications.](#)

There are around 400 training occupations in Germany. If you are looking for vocational training, you will find further information and contacts at [»»Vocational training \(dual and full-time school\)](#)

If you are between the ages of 16 and 21, you will have to go to the [»»Vocational school](#). This is true if you are doing vocational training, but also otherwise. The vocational schools in the Ludwigsburg district also offer a variety of educational opportunities to prepare you for vocational training or career entry.

In Bavaria, children and young people must attend school from the age of six. You attend a general school before you start training or studying. Further information can be found under). [»»School \(6 to 15 years\)](#)

If you would like to study, you will find suitable information and contact persons under [»»Studying.](#)

Recognition of foreign educational qualifications

In Germany, **certificates** play an important role for schools, studies or careers. With certificates you can prove what you have already learned and achieved. Certificates are the decisive prerequisite for getting a job or being admitted to a school or university.

Have you obtained a degree or learned a profession in your country? Would you like to study in Germany, work in your profession or attend a school?

Then it is important to have your qualifications recognised in Germany. A recognition authority (Anerkennungsstelle) checks whether your qualification is equivalent to a German qualification. There are different recognition authorities for different qualifications.

With the "[Recognition Finder](#)" in the information portal "Recognition in Germany" you will find the office responsible for your request. You will also receive all important information about the procedure.

Further information can be found here:

[Multilingual technical dictionary recognition consultation](#) in German, English, Arabic, Persian, Kurdish (Sorani)

[Info-App for recognition in Germany](#) in English, Arabic, Farsi, Dari, Pashtu and Tigrinya

[anabin](#) - to evaluate foreign certificates of education and to classify foreign qualifications into the German education system.

You can also seek personal advice. The advice centres will tell you whether it is possible to have your certificates recognised and how and where you can apply for recognition. The consultation is free of charge.

Specialist advice centre for recognition

[The IQ Netzwerk Baden-Württemberg](#)

AWO Kreisverband Stuttgart



Olgastr. 63, 70182 Stuttgart



anerkennung@awo-stuttgart.de



www.netzwerk-iq-bw.de

(Mon 10-12 & 14-16, Tue 10-12, Wed 9-12 & 14-16, Do 14-18)

Regierungspräsidium Stuttgart

for university degrees from abroad:

Central Office for Foreign Education



Graurheindorfer Str.157, 53117 Bonn, Germany



0228 501-0

Fax: 0228 - 501-777



[Kultusministerkonferenz](#)

for university degrees from abroad:

Ministry of Science

Research and Art Baden-Württemberg



Königstrasse 46, 70173 Stuttgart, Germany



0711 279-0

Fax: 0711 279-3080



Ministry of Science, Research and the Arts

Irene Lebzelter-Drocur

Director of studies



0711 904-17170

Fax: 0711 904-17192



anerkennungsstelle@rps.bwl.de

Deputy



0711 904-17170

Fax: 0711 904-17192

Office hours

Mon - Fri: 9:00 - 11:30

Berufsschule (Vocational school, 16 - 21 years)

If you are between 16 and 18 years old, you must attend vocational school (compulsory vocational school). In addition, the vocational school can be attended voluntarily with the rights and duties of someone liable to attend compulsory vocational school until the end of the school year in which the 20th birthday is reached. Is completed at the age of three. This applies to new immigrants from EU states and migrants as well as to Germans.

At the vocational school you will first learn German in **vocational integration classes ("VABO classes")** and will receive further educational offers and support in vocational orientation.

If you want to do a [»»dual training](#) course, you should also attend vocational school in this context.

For the VABO classes, the Oscar-Walcker School organises registration for all vocational schools in the district. Please register personally and at the latest within 2 weeks after you have arrived in the Ludwigsburg district. Bring all documents from your previous school career (e.g. certificates) and your identity documents (proof of arrival/status) with you.

[Here](#) you will find the registration forms in several languages.

[Vocational schools in Ludwigsburg district](#)

[Brochure school guide](#)

Schooling of young foreigners and fugitives in the district of Ludwigsburg:

[Schaubild-Schulsystem-VABO-Stand 07-18](#)

Handout

Access to vocational training and to the services of training support for young refugees and young immigrants:

[Broschuere Ausbildungsfoerderung Fluechtlinge Uni...](#)

Until your 18th birthday, you can get financial support for certain activities at school and in your free time through the [»»education and participation package.](#)

Training (dual and full-time school)

In Germany it is a great advantage to have a **vocational qualification** before going to work. People with vocational qualifications earn on average more money in the course of their lives, are less likely to become unemployed and are less likely to have fixed-term contracts than people seeking work without vocational qualifications.

Dual training

A special feature in Germany is the dual training system. About one-third of the time spent in dual vocational training is spent in the [vocational school](#) and about two thirds of the time in a training company. In this way you get to know theory and practice at the same time and earn money in a company during your training. In this video, the dual training is clearly explained: [»»Dual training](#). Click here for the video in Arabic:

[»»Dual Education - Arabic.](#)

[Explanatory film on dual vocational training in different languages](#)

There is also a brochure for employers on integration, which can be downloaded here.



Please ask your Immigration Office (Ausländerbehörde) if you are allowed to do a vocational training course (this does not apply to EU citizens).

Depending on the type of profession you would like to learn in a dual training course , you should contact the relevant office:

Handwerkskammer (HWK)

The Handwerkskammer (HWK) is responsible for craft trades. The Handwerkskammer (Chamber of Crafts) has a special contact person for migrants who wish to start training in this area. It supports you in the search for a training place or an entry qualification that can precede training.

[Handwerkskammer \(HWK\)](#)

Handwerkskammer Region Stuttgart
Anna-Lena Schmidt



Heilbronner Str.43, 70191 Stuttgart, Germany



0711 1657-287



annalena.schmidt@hwk-stuttgart.de



www.hwk-stuttgart.de

Industrie- und Handelskammer (IHK)

The Chamber of Industry and Commerce (Industrie- und Handelskammer or IHK) is responsible for professions in industrial manufacturing, trade and services. Here, for example, we are dealing with plant mechanics or traders in wholesale and foreign trade. The Ludwigsburg Chamber of Industry and Commerce also has special contact persons who provide advice on training, entry qualification and internships:

Industrie- und Handelskammer (IHK)

Heike Felbecker-Janho

☎ 07141 122-1033

Fax: 0711 2005-601033

@ heike.felbecker@stuttgart.ihk.de

Elena Burdukovski

☎ 07141 122-1033

Industrie- und Handelskammer (IHK)

Heike Felbecker-Janho

☎ 07141 122-1033

Fax: 0711 2005-601033

Dual vocational training - KAUSA Consulting:

Who is it for?

Young people with a migration background and their parents

Young refugees

What is it?

Counselling young people with a migration background in the transition from school to work. The placement in concrete training offers or supervised structures and jobs to transition from school to work.

Advising parents with a migration background on education and training systems in Germany and Baden-Württemberg in particular.

The counselling and support of young migrants on the subject of dual education and pre-qualification measures

KAUSA Servicestelle Region Stuttgart



Jägerstr.30, 70174 Stuttgart, Germany

☎ 0711/2005-1114

@ kausa@stuttgart.ihk.de

Preparatory training at the vocational school

In Germany, however, there is not only dual training, but also full school-based training at a vocational school. Outside the dual training system (without an apprenticeship in a company), the vocational school provides a complete vocational training in theory and practice. It usually lasts two to three and a half years. Classes are held full-time and include general education subjects as well as occupation-related subjects. Since the vocational schools differ greatly in

terms of their training directions, admission requirements, training duration and further training opportunities, it is advisable to enquire at the respective school in each individual case.

OSCAR-WALCKER-SCHULE



Römerhügelweg 53, 71636 Ludwigsburg, Germany

☎ 07141 122-1033

Fax: 07141 - 4449-199

Guide to Schools 2019

Support during training

Support with training and school

1. Berufsausbildungsbeihilfe (BAB)

Who gets help?

- If you are doing a recognised apprenticeship, do not live with your parents and have too little money, you can get Berufsausbildungsbeihilfe (BAB).

How much money is available?

- The amount depends on how much money you need in total (e.g. for rent, food, travel costs) and how much income you or your parents have.

Where can you get help?

☐ [Agentur für Arbeit Ludwigsburg](#)

- ☐ Stuttgarter Straße 53, 71638 Ludwigsburg
- ☐ Postal address:
 - Agentur für Arbeit Ludwigsburg
 - 71629 Ludwigsburg
- ☐ Employee: 0800 4 5555 00
- ☐ Employer: 0800 4 5555 20
- ☐ Monday to Friday: 8:00-18:00

2. [pupils-BAföG and students-BAföG](#)

Who gets the help?

- If you attend a certain type of school, you can get BAföG.
- For students, the student services are responsible.

What is BAföG?

- [BAföG](#) is state aid that finances your training or studies.

i You can find more information on the official website:

□ www.das-neue-bafoeg.de

Where can you get the aid?

- Education funding (BAföG) at Landratsamt Ludwigsburg
 - □ Hindenburgstraße 46, 71638 Ludwigsburg
 - □ 07141 1440

3. [KAUSA-Counselling](#) - help for young people with a migration background

Who gets the help?

- Young people with a migration background
- Young refugees
- Parents with a migration background

What is offered?

- Counselling on all aspects of school, training and work
- Placement in apprenticeships
- Support with qualification measures
- Counselling on education systems in Germany
 - □ Jägerstraße 30, 70174 Stuttgart
 - □ 0711 / +51 (0) 114
 - □ kausa@stuttgart.ihk.de

4. youth social work at vocational schools

Who gets the help?

- Adolescents and young adults at vocational schools, especially in the vocational preparation year (BVJ), vocational entry year (BEJ) or in co-operation classes.

What is offered?

- Support with career guidance and finding an apprenticeship
- Accompaniment to appointments
- Help with problems or crises
- Internship support
- Placement in further assistance

□ An overview of all vocational schools in Landkreis Ludwigsburg can be found here:

□ [Overview of vocational schools in the district of Ludwigsburg](#)

Internships, FSJ and BuFDi

Internships

A good introduction to the world of work in Germany is an internship. There you can gain your first experience in a profession and also improve your language skills. An internship can often be the starting point for an [>>apprenticeship](#).

Who can do an internship?

Recognized refugees: Approval from **Job Center** required.

Asylum seekers and tolerated persons: An internship must be approved by the **Immigration office**.

Persons with a residence permit can see from their residence permit whether they can start an internship without the consent of the Immigration office ("Erwerbstätigkeit gestattet" - "gainful employment permitted" or "Beschäftigung gestattet" - "employment permitted" or "unselbstständige Erwerbstätigkeit gestattet" - "dependent gainful employment permitted")

How do I find an internship?

You can ask directly for a job at a company or contact your consultant at the [>>Agentur für Arbeit](#) or the [>>Job Center](#).

You can also search the Internet for internships:

[Job market of the Federal Employment Agency \(Job Center\)](#)

Attention: An internship must also be approved either by the Immigration office or the Job Center.

FSJ - Voluntary Social Year

The voluntary social year (Freiwilliges Soziales Jahr or FSJ) offers a good alternative to an internship. If you have completed compulsory schooling and are younger than 27 years old, you can complete an FSJ. Here you can gain valuable experience at a social or cultural institution. More information is also available in other languages.

Attention: A [FSJ](#) must also be approved by the [>>Immigration office](#) if an unrestricted work permit is not available.

BuFDi - Federal Voluntary Service

Asylum seekers and recognised refugees can take up employment in the Federal Voluntary Service (Bundesfreiwilligendienst). Young people who have completed their compulsory education, can work for 6 - 24 months in a social or cultural institution. You'll get a certificate at the end.

Attention: A **BuFDi** must also be approved by the [>>Immigration office](#).

Here you will find detailed information about the [Federal Voluntary Service](#).

Work

Access to the labour market

Rules on access to the labour market

If you are looking for work and have immigrated from the EU, you have unrestricted access to the labour market through the free movement of workers. For migrants, access varies according to residence status. These are explained below. You will also find the relevant advice centres below.

Asylum seeker with proof of arrival or residence permit:

As long as you are obliged to live in the initial reception facility, you are not allowed to work. The **Immigration Office (Ausländerbehörde)** will then decide whether you are allowed to work or not. For this reason, you must always first submit an application for admission to employment to the Immigration Office.

The following conditions are important for the decision on admission to employment:

Three months after your registration as an asylum seeker in Germany (with proof of arrival or residence permit) you have "subordinate" access to the labour market. This means that the Job Center checks whether there is a preferential employee for the job. Working conditions are also checked.

After 15 months, no more preferential checks will be made. However, the working conditions will still be examined.

After 48 months you have full access to the labour market. There are no more restrictions. However, this must be applied for at the Immigration office (Ausländerbehörde) and be included in your residence permit.

Only the Immigration office decides on the work permit for in-company training. There is no preferential check and no review of working conditions by the Job Center.

Toleration

In the case of toleration (Duldung), the Immigration office always decides on the work permit. The Immigration office can impose a general ban on you working under aliens law.

If there is no such prohibition of work against you, as a tolerated person, you have subordinate access to the labour market from the first day of the toleration.

Otherwise, the same labour market requirements apply as above.

Refugees with residence permits:

If you have been recognised by the Federal Office for Migration and Refugees (BAMF) as entitled to asylum, refugee or subsidiary protection, the Immigration office will grant you a residence permit (Aufenthaltserlaubnis). This entitles you to pursue any gainful activity and thus also grants you full access to the labour market. In principle, each residence permit must contain an indication as to whether and to what extent work may be taken up (e.g. the term "gainful activity permitted" = any type of activity, whether self-employed or employed, is permitted).

Refugees and asylum seekers with a residence permit or toleration:

If you have come to Germany as an asylum seeker, you need a work permit in order to be allowed to work in general.

When are you not allowed to work?

If you come to Germany as an asylum seeker, you are not allowed to work for the first 3 months. During this time you will find the sentence in your identity document: "No gainful employment allowed."

When do you have what access to the labour market?

Once the period of prohibition has expired, there are basically two different types of access to

the labour market (unless you have a toleration with prohibition of work):

A. The restricted work permit:

This means that you must apply for a work permit at the Immigration office before starting work. This applies if your asylum procedure is still ongoing and you have a temporary residence permit (Aufenthaltsgestattung). A work permit can also be applied for with a Suspension of deportation (Duldung). "No gainful employment without permission from the Immigration office."



You need a work permit

for in-company vocational training
for an internship

This means that you can take any job and do not have to apply for a work permit. This applies if you have obtained a residence permit. This also applies if you have a residence permit or a toleration (and no prohibition to work) and have been legally resident in Germany for 48 months.

If you have a toleration (Suspension of deportation or Duldung), the Immigration office can permanently deny you an employment permit.



Further information

Persons who have a residence permit do not acquire a separate right of residence when they start work or training. Integration performance does not play a role in the examination of the asylum application with a view to granting asylum protection.

In the case of tolerated persons, the individual circumstances and integration benefits are taken into account when the toleration is extended or when a residence permit is issued.

EU citizens and EEA citizens:

This also applies to nationals of the European Economic Area (EEA) and members of their families.

Swiss nationals and their family members also enjoy freedom of movement within the EU, but must apply for a special Swiss residence permit.

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

Citizen of a third country:

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

There are special regulations for certain groups (skilled workers, highly qualified persons, EU Blue Card holders, researchers, self-employed persons, job seekers, employees who come to Germany as part of internal company transfers).

There are institutions, projects and advice centres that can help you with the following questions

- Career planning
- Job descriptions and requirements

- Recognition of foreign qualifications
- Application training
- Placement in internship and/or work
- Qualification measures

Information centres

For counselling and placement in the labour market, the following contact persons are especially for migrants - here, too, there are differences depending on whether your asylum procedure is still ongoing or whether you are recognised or tolerated.

For asylum seekers and tolerated persons:

Employment Agency:



Address for visitors:

Stuttgarter Str. 53, 71638 Ludwigsburg, Germany


Mon - Fri 07:45 - 12:00


Thu 14:00 - 17:30

Mailing address

Agentur für Arbeit Ludwigsburg
71629 Ludwigsburg

Please use only the postal address for your letters to the Agentur für Arbeit. Your documents will thus be delivered more quickly to the responsible advisor.

 0800 4 5555 00 (Employees)*

 0800 4 5555 20 (Employer)*

This call is free of charge for you.

Telephone contact times

Monday - Friday: 8:00-18:00

see contact details below:

Job Center



Recognising professional competence

Recognising professional competences

Expertise, skills, previous experience and competences play an important role in professional life. The computer-aided MYSKILLS test developed by the **Federal Employment Agency (BA)** in cooperation with the Bertelsmann Stiftung helps make professional knowledge visible. With **MYSKILLS**, the self-assessments of the clients of **employment agencies** and **job centres** can be validated.

Where do I look for work?

if you meet the conditions for entry to the labour market, you can look for a job independently:



[Job market of the Federal Employment Agency \(Job Center\)](#)

You will find a detailed explanation of how to find a job [here](#)

You can also find help in finding work here:

Advice and job placement for recognised refugees and migrants:

Job Center District of Ludwigsburg



Department District Area 1

Contact:

Job Center District of Ludwigsburg

Business area district 1



Hindenburgstrasse 30/1, 71638 Ludwigsburg



07141 144-2223

Fax: 07141 144-59457



jobcenter.Kreis1@landkreis-ludwigsburg.de

Responsible for:
Asperg, Freiberg am Neckar, Markgröningen, Möglingen

Business area district 2

Contact:

Job Center District of Ludwigsburg

Business area district 2



Hindenburgstrasse 4, 71636 Ludwigsburg, Germany



07141 144-2221

Fax: 07141 144-59454



Jobcenter.Kreis2@landkreis-ludwigsburg.de

Responsible for:

Affalterbach, Benningen am Neckar, Erdmannhausen, Großbottwar, Marbach am Neckar, Murr, Oberstenfeld

Business area district 3

Contact:

Job Center District of Ludwigsburg

Business area district 3



Hindenburgstrasse 30/1, 71638 Ludwigsburg, Germany



07141 144-2223

Fax: 07141 144-59450



Jobcenter.Kreis3@landkreis-ludwigsburg.de

Responsible for:

Kornwestheim, Schwieberdingen

Business district Ludwigsburg/District area

Contact:

Job Center District of Ludwigsburg

Business district Ludwigsburg/District area



Hindenburgstrasse 4, 71638 Ludwigsburg, Germany



07141 144-2221

Fax: 07141 144-59456



Jobcenter.StadtKreis@landkreis-ludwigsburg.de

Responsible for:

Remseck, Ludwigsburg-Grünbühl, Ludwigsburg-Neckarweihingen, Ludwigsburg-Oßweil, Ludwigsburg-Pflugfelden, Ludwigsburg-Poppenweiler, Ludwigsburg Süd

Department City of Ludwigsburg 1

Contact:

Job Center District of Ludwigsburg

Department City of Ludwigsburg 1



Hindenburgstrasse 4, 71638 Ludwigsburg, Germany



07141 144-2221

Fax: 07141 144-59455

@ jobcenter.Stadt1@landkreis-ludwigsburg.de

Responsible for:

Ludwigsburg-Eglosheim, Ludwigsburg-Hoheneck, Ludwigsburg East

Department City of Ludwigsburg 2

Contact:

Job Center District of Ludwigsburg

Department City of Ludwigsburg 2



Hindenburgstrasse 4, 71638 Ludwigsburg, Germany



07141 144-2221

Fax: 07141 144-59451



@ jobcenter.Stadt2@landkreis-ludwigsburg.de

Responsible for:

Ludwigsburg Mitte, Ludwigsburg Nord, Ludwigsburg West

Branch office Bietigheim 1

Contact:

Job Center District of Ludwigsburg

Branch office Bietigheim



Freiberger Straße 51, 74321 Bietigheim-Bissingen



07141 144-2224

Fax: 07141 144-59452



@ jobcenter.Bietigheim1@landkreis-ludwigsburg.de

Responsible for:

Bietigheim-Bissingen, Tamm

Branch office Besigheim

Contact:

Job Center District of Ludwigsburg

Branch office Besigheim



Kronenstraße 1, 74354 Besigheim, Germany



07141 144-2095

Fax: 07141 144-59460



@ jobcenter.Besigheim@landkreis-ludwigsburg.de

Responsible for:

Besigheim, Bönningheim, Erligheim, Freudental, Gemmrigheim, Hessigheim, Ingersheim, Kirchheim am Neckar, Löchgau, Mundelsheim, Pleidelsheim, Steinheim, Walheim, Erligheim, Gemmrigheim

Branch office Korntal-Münchingen

Contact:

Job Center District of Ludwigsburg

Branch office Korntal-Münchingen (formerly Ditzingen)



Kornwestheimer Straße 78, 70825 Korntal-Münchingen, Germany

☎ 07141 144-2226
Fax: 07141 144-59449

@ jobcenter.Korntal-Muenchingen@landkreis-ludwigsbu...

Responsible for:
Ditzingen, Gerlingen, Hemmingen, Korntal-Münchingen

Branch office Vaihingen/Enz

Contact:
Job Center District of Ludwigsburg
Branch office Vaihingen

📍 Franckstraße 20, 71665 Vaihingen an der Enz

☎ 07141 144-2225
Fax: 07141 144-59448

@ jobcenter.Vaihingen@ndkreis-ludwigsburg.de

Responsible for:
Eberdingen, Oberriexingen, Sachsenheim, Sersheim, Vaihingen

Our opening hours are:

Monday

08.30 - 12.30

Tuesday

08.30 - 12.30

Wednesday

08.30 - 12:30

Thursday

13:30 - 18:00

Friday

08:30 - 12:30

Employment Agency:



👤 [www.https://www.arbeitsagentur.de/vor-ort/ludwigsburg/startseite](https://www.arbeitsagentur.de/vor-ort/ludwigsburg/startseite)

Visitors' address

📍 Stuttgarter Str.53, 71638 Ludwigsburg, Germany

opening hours

Mon - Fri 07:45 - 12:00

Thu 14:00 - 17:30

Mailing address

Ludwigsburg Employment Agency



Note on sending post

Please use only the postal address for your letters to the Agentur für Arbeit.

Contact number

0800 4 5555 00 (Employees)*

This call is free of charge for you.

Telephone contact times

Monday - Friday:

Contact point for Woman and Career

The Contact Point Women and Career provides free and confidential advice to women and girls on these topics:

- returning to work
- vocational education and training
- vocational orientation
- career planning
- business start-up
- The consultation takes place at the contact point in Ludwigsburg. There is also a mentoring programme for migrant and refugee women (Stuttgart contact point). A mentor will support you in getting to know the job market in Germany. We are always looking for women who want to volunteer as mentors! Further information can be found at [here](#).

Flyers**Application****Application**

A meaningful application in which you describe your qualifications and experience is an important element in the successful search for a job.

Employers usually expect a written application with a cover letter, a CV (usually with photo and signature), certificates and work/performance records in order to assess your qualifications.

Certificates and other important documents should be presented in German.

More and more frequently [online applications](#) are possible. Always find out exactly what form the employer wants the application to take.

Checklist for the application

An application should include:

- Cover letter (letter)
- Curriculum vitae with photo and signature (in the form of a table or text)
- Certificates, references, work/performance records (translated into German).



The **Agentur für Arbeit** and the **Jobcenter** offer job application training. There you will learn how an application is written and what it must contain.

you will find more information and videos on the subject of application documents [here](#)

Unemployment

If you lose your job, you can apply for unemployment benefit in Germany. Your entitlement to **unemployment benefits for living costs**, the type and duration of benefits will be decided either by the Employment Agency or the Job Centre.

Entitlement to unemployment benefit I (ALG I, SGB III) at the Employment Agency:

If you have already worked in Germany for at least 1 year.

please contact the [Employment Agency Ludwigsburg](#)

Claim unemployment benefit II (Grundsicherung, ALG II, SGB II, also known as Hartz VI):

in case of need for assistance, if there are no priority service providers (e.g. the Asylum Seekers Benefits Act gives priority to all people who are still in the asylum procedure)

What is Grundsicherung for job seekers?

It is aimed at people who are in need of help, either because they cannot find work or because their income is insufficient to support themselves and their families. As the term "Grundsicherung" shows, this means securing the minimum subsistence level that is necessary for life.

The financial benefits in SGB II include the lump-sum standard benefit to cover living expenses, the assumption of reasonable costs for accommodation and heating as well as certain one-off benefits and additional requirements, which can be granted under certain conditions. The Jobcenter Landkreis Ludwigsburg also pays flat-rate contributions to health

and long-term care insurance.

The Grundsicherung for job seekers is an individual benefit that takes your personal circumstances into account as far as possible. It is therefore essential that you inform the person responsible for granting benefits or your integration agent at the Job Center immediately of any changes in your personal and financial circumstances. You must notify them of the following changes, for example: Changes in income, receipt of other social benefits or maintenance, people in your household moving in or out, marriage, relocation.

You will find more information [here](#)

Topic job search / vocational counselling

contact your integration counsellor at the **Job Center** or **Employment Agency**

Special feature for recognised refugees:

Central registration and counselling for recognised refugees (ZABF)

ZABF is the central registration and counselling centre for all recognised refugees from the age of 15 in the district of Ludwigsburg.

As soon as refugees are recognised, the job centre is responsible for paying out the benefits according to SGB II and for placing them in training or employment. The customers of the Jobcenter Landkreis Ludwigsburg are advised by the Central Registration and Advice Office for Recognised Refugees (ZABF).

ZABF

Hindenburgstraße 4
71368 Ludwigsburg
Tel.: 07141 144-2221
Fax: 07141 144-59458
E-Mail: ZABF@landkreis-ludwigsburg.de

