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Labour, education

General information

Munich Employment Agency

Munich Employment Agency

The Employment Agency is a contact point for questions about work, training and careers.

Who for: People who are authorised to work in Germany.

We support you individually in your integration into training and work. There are various programmes in which you can acquire professional skills and job-related German language skills. The long-term goal is to recruit skilled workers for the Munich labour market.


Permanent or recurring support from the Munich Employment Agency offers you the opportunity to develop your career and become a skilled worker.


 [Information for people from abroad](#)

The offer is free of charge.

 Agentur für Arbeit München, Kapuzinerstraße 26, 80337 München

There is barrier-free access to the building and the rooms. There is a disabled toilet.

 Monday to Friday 08:00 - 12:30, Thursday 14:00 - 18:00

 [0800/4555500](tel:08004555500)

 [089/51545555](tel:08951545555)

 [Website address](#)


Postal address:

Agentur für Arbeit München
80304 München

Job centre

Job Centre of the City of Munich ("Jobcenter")

The job centre helps people who are looking for work and their families.

- We provide information and advice on work and training.
- We provide information and advice on funding opportunities.
- We support you in finding a job.
- We support education and participation for children and young people
- Financial support "Grundsicherung" (SGB II)
- You can obtain [financial support for living expenses at](#)  (Bürgergeld, Sozialgeld)

Other tasks:

- We refer people to the [integration language courses](#) organised by BAMF (Federal Office for Migration and Refugees).
- We check whether someone is suitable for a job.
- We refer people to special programmes for refugees.

Who for: People with a residence permit who are authorised to work in Germany. We advise and support you regardless of your nationality.


The job centre is not responsible for people with a residence permit or tolerated stay permit. These people should contact the [IBZ - Sprache und Beruf](#).


Benefits according to SGB II

If you have not yet worked in Germany or have worked for less than a year and are now unemployed, you are generally entitled to benefits in accordance with SGB II. You will receive these benefits from the job centre. The benefits include

- Citizen's allowance
- Costs for accommodation and heating
- Money for counselling, placement and integration into work



The basic income support (Grundsicherung für Arbeitssuchende SGB II) is intended to strengthen people's personal responsibility. It is intended to help people find work again and earn enough money for themselves and their family or partnership.

 [On the homepage](#) you will find an overview of the support services designed to help people find work.


Please discuss your concerns with your local employment agency. You can find the contact details [at](#)  [here](#).

Contact

You will find the job centre in each of [Munich's](#) twelve [Sozialbürgerhäuser](#) (SBH). Which one is responsible for you depends on your home address.

 Find the Social Citizens' Centre that is responsible for you by entering your address in the  [search field](#).

If you are homeless, please contact:

 Jobcenter Zentrum für Wohnen und Integration (ZWI), Franziskanerstraße 6-8, 81669 München

Chamber of Crafts

Chamber of Crafts

The Handwerkskammer (HWK) for Munich and Upper Bavaria is responsible for skilled trades. It has several tasks:

- It provides training in over 130 skilled trades. Further information on training can be found [here](#).
- It recognises skilled trades that were acquired abroad. You can find more information [here](#).
- It advises people who want to become self-employed in a skilled trade.

☎ [08951190](tel:08951190)

@ info@hwk-muenchen.de

🌐 [Website of the HWK](#)

Chamber of Industry and Commerce (IHK) for Munich and Upper Bavaria

Chamber of Industry and Commerce (IHK)

The IHK has various tasks relating to training.

For example, it is responsible for registering training contracts. It monitors the quality of vocational training and organises the examinations at the end of training. The IHK also offers career guidance programmes, trade fairs and events.

There are also various programmes:

- A consultation hour supports refugees and migrants on the topic of training. The service takes place online once a week:
[Counselling on integration](#)
- If you would like to start your own business, you can get advice here:
[Munich start-up office](#)
- If you have completed a vocational qualification abroad, you can have it [recognised](#).
- If you have worked in a profession for a longer period of time and have experience, you can have your [skills recognised](#).

These services are free of charge.

🌐 [Website of the IHK](#)

@ info@muenchen.ihk.de

☎ [089/51160](tel:08951160)

Information for companies


Information for companies

munich business - Promoting the economy in Munich

The 🌐 [website](#) provides information on questions and activities relating to business. You will find advice and networking opportunities there.

Who for: For companies, self-employed people, founders, investors and skilled workers. The prerequisite is that your company is in Munich or will be in the future.

All offers are free of charge.


 [089/23322644](tel:08923322644)


 [contact form](#)


Recruitment of skilled labour from abroad

Do you want to hire or train a person who comes from a country outside the EU?

A new law has been in place since March 2024: "Fachkräfteeinwanderungsgesetz". The law makes it easier for people from abroad to come to Germany to work.


 [Make it in Germany](#) provides information for companies in German and English.

The  [BQ-Portal](#) bundles information on foreign professional qualifications and vocational training systems. The Federal Ministry of Economics and Climate Protection is responsible for the information.


 [02214981873](tel:02214981873)

 [@projektbuero@bq-portal.de](mailto:projektbuero@bq-portal.de)

With a power of attorney from the skilled worker, you can initiate an accelerated procedure at the Foreigners' Registration Office.

 [Find out more](#)

Procedure of the process




- The foreigners authority obtains the approval of the **Federal Employment Agency** and checks the requirements. The recognition centres and the Federal Employment Agency must decide **within certain deadlines**.
- If all requirements are met, the skilled worker can apply for the visa. To do this, they need an appointment at a [mission abroad](#) at . The appointment must take place within three weeks.
- Once the visa has been applied for, a decision is usually made within a further three weeks.

Costs

The procedure currently costs €411. There are additional costs, for example for the visa, certified copies or translations.

Counselling on the recognition of foreign professional qualifications

Which counselling centre is responsible depends on the training of the skilled worker:

- The  [Chamber of Crafts](#) will advise you on professions in the skilled trades.
- The  [Chamber of Industry and Commerce](#) will advise you on professions in industry and commerce.
- The  [Immigration Information Centre \(FIZE\)](#) will advise you on all other professions.

Family reunification

If the necessary requirements are met, the spouse and children of the skilled worker can also enter the country. A separate application must be submitted for this.

For people who live abroad and want to work in Munich

Information on


Information for people who live abroad and want to work in Munich


The Skilled Labour Immigration Act

A new law has been in force since March 2024. The law makes it easier for people from abroad to come to Germany to work. Various rules have been changed. They relate to entering the labour market, entering the country to look for work or the recognition of foreign qualifications.

Information on the new law can be found at  [here](#).

Further information:

 [Make it in Germany](#) A federal government website for skilled workers from abroad. It offers helpful information in 21 different languages on job searches, applications and working in Germany.

 [Make it in Munich](#): A website for skilled workers and young professionals from abroad who would like to come to Munich to work. You will find information in English about living and working in Munich. There is also the opportunity to get advice before you arrive or to take part in a course. This can help you prepare for your arrival in Munich.

 [Contact form](#)

Immigration counselling for skilled workers from abroad

Immigration counselling for people who have a foreign qualification

We advise and support you if you are still abroad: From the recognition of your professional qualifications to your arrival in Munich.

We advise you individually and free of charge.

We advise you via video call, telephone, e-mail and in person.

What happens during the consultation?

- We inform you about legal regulations.
- We advise you on recognition.
- We explain what the recognition notice means and what the next steps are.
- We will help you find a suitable qualification to improve your career opportunities.

Who can receive counselling?

The counselling is aimed at people who

- are still abroad
- would like to work in Munich or neighbouring districts
- have a degree or qualification from abroad: for example, a degree or vocational training programme

Fachkräfteeinwanderungsberatung (FEB)

 [Franziskanerstraße 8, 81669 München](#)

 @einwanderung-fachkraefte.soz@muenchen.de


 [+49 \(0\) 8923340193](tel:+49(0)8923340193)

 <https://stadt.muenchen.de/service/info/abteilung-...>

Work permit

Work permit for EU and EEA citizens


Work permit for EU and EEA citizens



Citizens from the countries of the European Union (EU) and the  [European Economic Area](#) (EEA) enjoy "**Freizügigkeit**". This means that they can travel and reside freely in all of these countries:

- Belgium
- Bulgaria
- Denmark
- Estonia
- Finland
- Finland France
- Greece
- Great Britain
- Ireland
- Iceland
- Italy
- Croatia
- Latvia
- Liechtenstein
- Lithuania
- Luxembourg
- Malta
- Netherlands
- Norway
- Austria

- Poland
- Portugal
- Romania
- Sweden
- Slovakia
- Slovenia
- Spain
- Czech Republic
- Hungary
- Cyprus

You and your family do not need a work permit. You can simply look for work there. There are different rules depending on the country.

Do you want to become self-employed in Germany as an EU or EEA citizen? Then please contact the  [trade office](#) in the district administration department.

Would you like to stay in Germany permanently? Then you should apply for a certificate of permanent residence. The relevant information is available at  [German](#) and  [English](#).

Work permit for third-country nationals

Work permit for third-country nationals

The rules for work permits for people from countries outside the [EU/EEA](#) are very complex.

For people who have a residence permit, access to the labour market depends on the purpose of their stay in Germany. The [foreigners authority](#) will inform you about this when you apply for your residence permit.

For people who are in the asylum procedure, access to the labour market depends on many different factors. For example, the time of entry, your country of origin or the duration of your stay. Some groups of people are not allowed to work. Recently, the laws have been changing very frequently. It is therefore highly recommended that you seek advice on the [labour market](#).

Here is some important general information:

A work permit is required for almost every job. The permit is noted in your residence permit. It states whether you are authorised to pursue a professional activity in Germany.

Please note that you generally also need this entry in your residence permit for the following jobs:

- marginal employment (mini-job)
- most internships
- Vocational training

If you do not have a work permit and work anyway, this can jeopardise your residence and lead to a permanent work ban.

Since November 2023, a new law has been in force for people from abroad who want to work in Germany. It is called [the "Skilled Immigration Act"](#). The changes are summarised for you here:


 [Website](#)

Recognition of foreign professional qualifications

How does recognition work?


How does recognition work?

Have you studied abroad? Or learnt a profession? Or worked in a profession? Then you can have it checked whether this qualification can be recognised in Germany. The competent authority will then compare your profession with a similar German profession. Each case is examined individually. This process is called the recognition procedure.


The database  [anabin](#) provides information on the education systems of around 180 countries. This will give you an initial assessment.


Further information can be found at  www.anererkennung-in-deutschland.de.

Which organisation is responsible?

You can find out using the  [Recognition Finder](#).


Can I get financial support for the recognition procedure?

The recognition process is associated with costs. The  [recognition grant](#) can provide financial support here. Applications can be submitted until 30.06.2027.

 Forschungsinstitut Betriebliche Bildung (f-bb) gGmbH

Mühlenstr. 34/36

09111 Chemnitz

 [037143311222](tel:037143311222)

@anererkennungszuschuss@f-bb.de

Counselling and support:

There are four advice centres in Munich that can support and guide you through the recognition process:

- [IHK](#) for professions in industry, trade, catering and services
- [HWK](#) for skilled trades professions
- [Service centre for the development of foreign qualifications](#) for all other professions
- [ValiKom Transfer](#) for people who only have work experience but no qualification

What happens after the exam?

You will receive a notification after the examination. This will state the result of the examination:

- is recognised
- is not recognised
- there are differences between your qualification and the corresponding German profession.
You can usually compensate for such differences by attending a course.

If you still need a qualification for recognition or there is no recognition for your profession, you can contact the Qualification Support Centre. They will provide you with advice and help in finding suitable courses or possible funding for the courses.

🗣️ German, English, Greek and Spanish. There are people who can translate other languages. Please let us know in advance which language you speak.

The offer is free of charge.

🕒 Monday to Friday 09:00 - 16:00

There is barrier-free access to the building and the rooms.

Qualifizierungsbegleitung

📍 [Franziskanerstraße 8, 81669 München](#)

✉️ @qualifizierung.soz@muenchen.de

☎️ [+49 \(0\) 8923340502](tel:+49(0)8923340502)

☎️ [+49 \(0\) 8923340212](tel:+49(0)8923340212)

🌐 <https://stadt.muenchen.de/service/info/abteilung-...>

Service centre for the development of foreign qualifications

Advice on the recognition of professional and academic qualifications from abroad

Have you studied or learnt a profession abroad? Would you like to have this recognised in Germany? We can advise you!

We will inform you about the various options. We will answer your questions and support you with the application. We provide information on financial aid and guide you through the process.

If you wish, we can arrange suitable courses and qualifications for you. The [Munich Mentoring Partnership](#) is one example.

We can advise you in person or by phone, email or video.

📄 [Find out more](#)

Who for: People with professional and academic qualifications from abroad who live in Munich.

🗣️ Interpreters are available.

Children can be brought along.

There is barrier-free access to the building and the rooms. There is a disabled toilet.

The offer is free of charge.


Please make an appointment.

Servicestelle zur Erschließung ausländischer Qualifikationen

Franziskanerstraße 8

81669 München

 [089/23340520](tel:08923340520)

 Telephone consultation hours on Tuesday 11:00 to 12:00 and on Thursday 14:00 to 15:00

 @servicestelle-erkennung.soz@muenchen.de

**This text contains information on the following search terms:
licence to practise medicine, doctor**

Advice for skilled trades / Craftspeople

Chamber of Skilled Crafts (HWK) for Munich and Upper Bavaria

We advise you on foreign vocational qualifications and determine whether the qualification can be recognised in Germany.

Who for: Craftspeople who have completed a state-recognised qualification in their country of origin.

 There are interpreters for English and French.

Children can be brought along.

There is barrier-free access to the building and premises and a disabled toilet.


Costs:

- It costs 100 to 600 euros to carry out the equivalence check and issue the certificate.
- If a qualification analysis is required in addition to checking the written evidence, additional costs will be incurred.

Handwerkskammer für München und Oberbayern (Chamber of Skilled Crafts for Munich and Upper Bavaria)


Max-Joseph-Strasse 4


80333 Munich

 [089/5119264](tel:0895119264)

 berufsanerkennung@hwk-muenchen.de

 www.hwk-muenchen.de

 Monday - Thursday from 8:00 a.m. to 4:00 p.m

 Friday from 8:00 a.m. to 1:00 p.m

Advice for the areas of industry, trade, gastronomy and services

Chamber of Industry and Commerce (IHK) for Munich and Upper Bavaria

Have you completed your vocational training in the fields of industry, commerce, gastronomy and services abroad and would now like to work in Germany?

Here you can have your vocational qualification recognised and thus increase your chances on the German labour market.

At the IHK you can get free advice and clarify the following questions:

- Does applying for recognition make sense for you?
- What documents do you need for the application?
- How does the recognition process work? How long does it take?
- What are the costs? Can you get financial support?
- To which German vocational qualification can your qualification be compared?

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



[here](#).

Who for: Refugees and new immigrants.

Children can be brought along.

There is barrier-free access to the building and premises.

The offer is free of charge.

Please make an appointment.

Industrie- und Handelskammer für München und Oberbayern (IHK)
Orleansstraße 10-12, Campus D
81669 München

 [089/51160](tel:08951160)

 berufsanerkennung@muenchen.ihk.de

 **Appointments by telephone**

Monday to Thursday 09:00 - 16:30

Friday 09:00 - 15:00

This text contains information on the following search terms:

qualification, vocational qualification, work experience, professions, recognition counselling, study, work, specialist counselling

Validation procedure: Recognition of professional experience

For people who have no qualifications but a lot of experience in a profession.

You have no training, but have been working in a profession for some time and know your way around?

In a validation procedure, your professional skills, which you have acquired independently of any formal vocational training, are assessed and certified. If your professional skills have been recognised, you will receive a certificate. This certificate can make it easier for you to find a job, for example.

You will have to pay the costs of the validation procedure yourself. In order to better assess whether a validation procedure makes sense in your case, you can seek advice beforehand. The counselling is free of charge.

Who for: People who would like to have their professional experience certified.

🗣️ German

Who can take part?

People can take part who

- are at least 25 years old
- do not have a (recognised) vocational qualification
- have several years of experience in their profession
- live in Germany

If you are not sure whether you fulfil the requirements, please ask and arrange a free consultation.

There is barrier-free access to the building and the rooms.

IHK - Servicestelle Validierung

📍 [Max-Joseph-Straße 2, 80333 München](#)

✉️ [@validierungsverfahren@muenchen.ihk.de](mailto:validierungsverfahren@muenchen.ihk.de)

☎️ [+49 \(0\) 8951160](tel:+4908951160)

🌐 <https://www.ihk-muenchen.de/de/berufsbildung-beru...>

Training

Dual education

Dual training

In Germany, it is a great advantage to have a **vocational qualification**. People with a vocational qualification earn more money over the course of their lives, are less likely to become unemployed and are less likely to have fixed-term employment contracts than people who are looking for work without a vocational qualification.


There are two types of training programmes in Germany:





School-based training at a vocational school([school-based training](#))

Students only attend school and learn everything there.

Dual system

Students learn both at a vocational school (about one third of the time) and in a training company (about two thirds of the time). This allows you to learn theory and practice at the same time. During the apprenticeship, you earn a fixed monthly salary.


This video clearly explains dual training:  [Dual training](#).

Click here for the video in  [Arabic](#),  [Dari](#),  [Tigrinya](#),  [Ukrainian](#).

Click here for the  [video in sign language](#).

Dual training is mostly found in commercial professions and industrial-technical professions. Depending on the type of profession you want to learn, you should contact the appropriate organisation:


Chamber of Crafts for Munich and Upper Bavaria (HWK)

The HWK is responsible for skilled trades such as baking, bricklaying, painting and hairdressing. It provides support in the search for an apprenticeship or an introductory qualification, which can precede an apprenticeship. There is a special programme for young people with a migration background who would like to start an apprenticeship in a skilled trade. You can find more information at  [here](#).


Handwerkskammer für München und Oberbayern

Max-Joseph-Straße 4

80333 München

 [089/5119372](tel:0895119372)

 @aqflue@hwk-muenchen.de

 [Website of the HWK](#)


Chamber of Industry and Commerce for Munich and Upper Bavaria (IHK)

The IHK is responsible for commercial and technical professions. The IHK's integration team supports refugees and migrants before, during and after their training.

The team advises on all questions relating to training: for example, challenges at vocational school or in the company, exam preparation, rights and obligations during training.

The one-to-one sessions take place online and are free of charge.

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


A short film about dual training (in German) can be found  [here](#).

The online brochure "["Endlich in Ausbildung"](#) (in German) provides tips for starting an apprenticeship.

IHK München und Oberbayern, Campus D

Orleansstraße 10-12

81669 München

 [089/51160](tel:08951160)

@integration@muenchen.ihk.de

[!\[\]\(3d8c13c92b853674f749aac6fa869926_img.jpg\) Website of the IHK](#)

Vocational training at school

Vocational training at school

Training at a vocational school

There are two types of vocational training in Germany:

Dual system ([dual training](#))

Students learn both at a vocational school and in a training company.

School-based training at a vocational school

Pupils only attend school and learn everything there.

School-based training usually lasts 1 - 3 years.

Depending on the school, there are different training programmes and admission requirements. You can obtain detailed information directly from the school.

School-based training is usually found in professions in the fields of technology, health and social services, art and foreign languages.

[!\[\]\(2b17f17ebbacc911bb0ff784ab641779_img.jpg\) Find out more](#)

Depending on your personal situation, it is possible to receive state support from the government. One example of this is "BAföG". You can obtain information on this from the [Office for Training Assistance](#).

Support with the application

Application help Bellevue di Monaco

Do you need help writing an application for a job or apprenticeship? Then come to the application help centre at Bellevue di Monaco!

Volunteers will help you prepare your application documents. Whether with a mobile phone or laptop, all devices are possible.

You don't need to register. Just drop by!

The service is free of charge.


[!\[\]\(98e0dd3c5f32ab687ab08e39ab3c4a93_img.jpg\) Website](#)

What you should bring to the meeting:

- School reports
- Work references
- A passport photo or application photo

- Laptop or mobile phone

When?

 Every 1st and 3rd Wednesday of the month from 16:00 - 19:00

Where?

 Bellevue di Monaco, Corneliusstraße 2, 80469 München


→ There is a bell on the right-hand side of the door.

→ Please ring here: "Condrobs / Bellevue di Monaco"

→ after the entrance turn right and then up the stairs on the left to the 1st floor

If you have any questions:

 @angebote@bellevuedimonaco.de

 [089/55057750](tel:089/55057750)

This text contains information on the following search terms:

CV, motivation letter, application letter, cover letter

Support in the search for an apprenticeship

Educational counselling - counselling for school, work and further education


Educational counselling of the City of Munich

We offer individual counselling on the subject of education.

This service is free of charge.


International education counselling

Are you from abroad and have questions about school and education in Germany? We offer counselling in various languages:



 Arabic, Azerbaijani, Bosnian, Dari/Farsi, German, English, French, Kurdish, Croatian, Romanian, Russian, Serbian, Turkish, Ukrainian


There are also interpreters for over 60 other languages. If you need an interpreter, you must register in advance.

 [Find out more](#)

 Bildungsberatung International, Goethestraße 53, 80336 München

There is barrier-free access to the buildings and rooms. There is a disabled toilet.

 [089/23326875](tel:089/23326875) ( from Monday to Friday 9:00 - 12:00 and 13:00 - 16:00)

 @schulberatung-international@muenchen.de


Counselling for school, work and further education


Do you have questions about school, university, work and further education? We offer counselling on:

- Choice of school, problems at school, or changing schools (for [Realschule](#), [Gymnasium](#) and [vocational schools](#))
- Training and studying
- Catching up on school-leaving qualifications
- Recognition of foreign qualifications
- Career choice and (re)orientation
- Getting back into work
- Opportunities for further training


Counselling is also possible with children.



 [Find out more](#)

 Bildungsberatung, Goethestr. 12, 80336 München (on the 1st floor)

 Bildungsberatung, Neuhauser Str. 39, 80331 München

There is barrier-free access to the buildings and rooms. There is a disabled toilet.

 Please make an appointment:

 [089/23383300](tel:08923383300) ( from Monday to Thursday 9:00 - 12:00 and 13:00 - 16:00, on Friday 9:00 - 12:00)

@bildungsberatung@muenchen.de

Support in the transition from school to work


Do you need advice, guidance and support on the path from school to work?

We offer young people under the age of 25


- Career planning
- Support during the application process
- Counselling on personal issues

We take the necessary steps together with you or your child.

 [Find out more](#)

 Berufswegplanungsstelle b-wege, Neuhauser Str. 39, 80331 München

There is a lift and a disabled toilet.

 Please make an appointment.

 [089/23343062](tel:08923343062) ( from Monday to Thursday 9:00 - 17:00, on Friday 9:00 - 12:00)

@b-wege@muenchen.de

This text contains information on the following search terms:

School counselling


JiBB: Counselling on work, training, careers, education and studies for young people

JiBB - Young people in education and employment

JiBB is the central contact point for all young people from the city or district of Munich (usually up to the age of 25).


The staff at JiBB provide expert advice, guidance and support in all matters relating to work, training, careers, education and study. We will clarify with you who is the right partner for your questions and concerns. If you wish, various JiBB specialist centres can also work with you, for example to tackle complex problems together.


We offer:

- We help you to find jobs and apprenticeships and support you in the application process
- At  [Bewerbungspoint](#), we show you how to optimise your application or check your documents together with you
- Information on school qualifications and how to achieve them
- Dropped out of training or university - what can you do next?
- Counselling and support with private and social problems
- Help with the transition between school and work
- Counselling for young people with health restrictions

All services are free of charge.

Have we piqued your interest? You don't need an appointment! Just drop by during opening hours or give us a call!

 Monday to Friday from 9:00 a.m. to 12:00 p.m.

 On Monday and Tuesday additionally from 13:00 to 16:00

 On Thursday additionally from 13:00 to 17:00

JiBB - Junge Menschen in Bildung und Beruf

 [Kapuzinerstraße 30, 80337 München](#)

 [+49 \(0\) 89233787100](#)

 <https://www.jibb-muenchen.de>

Counselling on German courses, school, work, training (IBZ - Sprache und Beruf)

Advice on German courses, school, work, training (IBZ - Sprache und Beruf)

Do you have questions about learning German, school or work? Do you need support and guidance for your education and career? We will inform and advise you. We will discuss your educational path together and support you:

- German course / integration course: We will help you find the right course and tell you when and where the course will take place. We will find out whether the costs of the course can be covered.
- School: We support you in your search for a suitable school.
- Training: We will advise you on the various training options available.

- Vocational qualification programmes: We provide you with information about further vocational training.
- Work: We support you in your job search.
- Internship: We support you in finding an internship.
- Career or studies from your country of origin: We provide advice on the recognition of foreign school-leaving qualifications and the first steps towards recognition of professional and academic qualifications.
- Search for other advice centres: We are well networked and know the right people to contact.

Who for: For people with migration or refugee experience aged 16 and over.

The programme is free of charge.

Children can be brought along.

📍 Office for Housing and Migration

🗣️ Arabic, Farsi, Dari, Kurdish (Sorani), Uyghur, Bassa, Duala, Swahili, Romanian, Russian, Ukrainian, Chinese, Portuguese, Italian, Spanish, English, French, Catalan, Turkish, Dutch

If you make an appointment, we can organise interpreters for other languages. You can also come to the open consultation hours without an appointment. These are:

🕒 Monday and Wednesday 09:30 - 12:30

🕒 Thursday 13:30 - 16:30

There is barrier-free access to the building and the rooms. There is a disabled toilet.

Landeshauptstadt München

Amt für Wohnen und Migration

Franziskanerstraße 8

81669 München

📞 [089/23340622](tel:08923340622)

✉️ @ibz-sprache.soz@muenchen.de

🌐 [Website](#)

📍 JiBB

Counselling at [JiBB](#) is aimed at young people aged 16 to 25.

🗣️ We can also organise interpreters.

🕒 Monday to Friday 09:00 - 12:00

There is barrier-free access to the building and the rooms. There is a disabled toilet.

JiBB

Kapuzinerstraße 30


80337 München

The entrance is located at Kapuzinerstraße 26.

@ibz-sprache.soz@muenchen.de

📍 Bellevue di Monaco

You don't need to register, just drop by:

 Wednesday 16:00 - 18:00

There is barrier-free access to the building and the rooms. There is a disabled toilet.

Bellevue di Monaco

Müllerstraße 6

80469 München

☎ [089/23340622](tel:08923340622)

@ibz-sprache.soz@muenchen.de

 [Website](#)

**This text contains information on the following terms:
labour market integration, job, employment, schooling**

Training agency for crafts: Career guidance, support with looking for internships and apprenticeships

Training agency for crafts: Career guidance, support with looking for internships and apprenticeships

The Handwerkskammer München employs training agents (Ausbildungsakquisiteure) who want to pass on their enthusiasm for a career as a crafts person to young people.

What does a training agent do?




- A training agent communicates the diverse career chances that are possible in over 130 vocational careers in skilled crafts and trades.
- The agents discover what career potential the young people have and help them to realise this.
- They support them in the search for an internship or apprenticeship place.
- They find companies who are prepared to train young people with a migration background.
- They support the training companies and the adolescents, if problems occur.
- They take part in career information days and present crafts and trade vocational training courses at schools and careers fairs.

Who's it for: young people with a migration background aged 12 to 27 years

■ Interpreters available for Turkish if required.

Barrier-free access to buildings and premises and a disabled toilet are available.

The service is free.

Handwerkskammer München und Oberbayern
Ausbildungsakquisiteur
Max-Joseph-Straße 4
80333 Munich
 [089/5119446](tel:0895119446)
 aqflue@hwk-muenchen.de
 www.hwk-muenchen.de

JAL - Youth counselling for job and apprenticeship searches

JAL - Youth counselling for job and apprenticeship searches


Support with the transition from school to work, career guidance, finding an apprenticeship, during the training period, when taking up an apprenticeship or job again and in the event of unemployment.


Who for: Teenagers and young adults aged between 14 and 27

There is barrier-free access to the building and the rooms.


The service is free of charge.

 Monday and Wednesday 09:00 - 15:30

 Tuesday and Thursday 09:00 - 17:00

 Friday 10:00 - 15:00

JAL - Jugendberatung für Arbeits- und Lehrstellensuche

 [Neuherbergstraße 104, 80937 München](#)

 [@jal@diakonie-hasenberg.de](mailto:jal@diakonie-hasenberg.de)

 [+49 \(0\) 89452235541](tel:+49089452235541)


 <https://www.diakonie-hasenberg.de/jal-1>

IHK - Integration counselling

IHK - Integration counselling

Consultation hour: Information about dual training occupations

Our team provides one-to-one advice on all questions relating to starting an apprenticeship in Germany. Together we will look at which occupation suits you, where you can apply and what your application documents should look like.

 [Website for the consultation hour](#)

 [@integration@muenchen.ihk.de](mailto:integration@muenchen.ihk.de)

Skills assessment check.work (before training)

The online tool check.work helps refugees (with B1 language skills) to visualise training-relevant skills. It also provides guidance on which training occupations are available

and where an internship would be useful. Individuals can apply for testing via the [Federal Employment Agency](#).

 [Website for check.work](#)


Who for: Refugees and new immigrants

The offer is free of charge.

IHK München und Oberbayern
Orleansstraße 10-12, Campus D
81669 München

 [089/51160](tel:08951160)

@integration@muenchen.ihk.de

 Monday to Thursday 09:00 - 16:30

Friday 09:00 - 15:00

Youth Information Centre (JIZ) - Advice on the transition from school to work

Youth Information Centre (JIZ) - advice on the transition from school to work

Every 1st and 3rd Wednesday of the month (except during school holidays), the Youth Information Centre (JIZ) provides (also former) secondary school pupils with tips and support on starting a career:

- Would you like to catch up on your school-leaving qualifications?
- You don't know exactly what you want to do after school?
- Do you need tips on how to apply for a job?

Then get advice from the experts at the "Vocational Youth Work Service Centre" of the Youth, Work, Prospects project. Existing application documents will be looked at and improved - but no new application documents can be created.

Who for: All teenagers and young adults aged 14 to 26

There is barrier-free access to the building and the rooms.


The programme is free of charge.

Jugendinformationszentrum (JIZ)
Sendlinger Straße 7
80331 München

 [089/55052150](tel:08955052150)

@info@jiz-muenchen.de

 www.jiz-muenchen.de

 Monday 12:00 - 19:00

Tuesday to Friday 13:00 - 18:00

**This text contains information on the following search terms:
education, career choice, information, help, youth counselling**

Training centre for career entry (BzB)

Training centre for career entry (BzB)

The BzB is aimed at young migrants and recent immigrants in the transition from school to work

You...

- ...haven't lived in Germany for long?
- ...are graduating from school this year or next year?
- ...would like to know which profession suits you?
- ...would like to find out more about different professions?
- ...would like to know how you can achieve your dream job?
- ...would like to show what you can do in an internship?
- ...would like to know how vocational training is organised?
- ...need help finding a training place?
- ...don't have a complete application yet?

Then you've come to the right place!

The offer is free of charge.


There is barrier-free access to the building and the rooms.

Please make an appointment.

Bildungszentrum Berufseinstieg | AKA - Aktiv für interKulturellen Austausch e.V.

 [Bad-Schachener-Str. 2 a, 81671 München](#)

 [@bzb@aka-muenchen.de](mailto:bzb@aka-muenchen.de)

 [+49 \(0\) 89189495711](tel:+49(0)89189495711)


 <https://aka-muenchen.de/bildungszentrum-berufsein...>

This text contains information on the following search terms:
training, youth, apprenticeship, nursing training, internship

Municipal vocational school for vocational integration

Municipal vocational school for vocational integration

Language support is the top priority at our school. Our aim is for our pupils to achieve a German school-leaving qualification. Our school also prepares students for vocational training or attending a secondary school.


The pupils have lessons in various subjects: for example German, maths, politics and society. There are also many different practical subjects. In a film workshop, pupils made this  [video](#)

[documentary](#) about the school.


Who for: People aged 15 - 20 who do not yet know enough German to attend a regular school.

If you would like counselling on this offer, please contact [IBZ - Sprache und Beruf](#).

The service is free of charge.

 Interpreters are available in many different languages.

There is barrier-free access to the building and the rooms. There is a disabled toilet.

 Secretariat: 8:00 - 14:30

Städtische Berufsschule zur Berufsintegration

 [Balanstraße 208, 81549 München](#)

 [@bs-berufsintegration@muenchen.de](mailto:bs-berufsintegration@muenchen.de)

 [+49 \(0\) 8923347000](tel:+49(0)8923347000)

 <https://berufsintegration.musin.de/>

Café Pflege / Counselling and orientation in care

Café Pflege provides information and advice on all aspects of care: employment, internships, voluntary social year and federal voluntary service, training, study or qualification.


Who for: Anyone interested in employment, qualification, training and study in the care sector as well as employment in clinics, care facilities and outpatient care.


 [Find out more](#)

The programme is free of charge.


Children can be brought along.

Registration is not necessary. Counselling is provided on a first-come, first-served basis.

 Every third Wednesday of the month from 17:00 to 18:00

 Bellevue di Monaco, Müllerstraße 2, 80469 München

 [Link to Bellevue di Monaco](#)

 [089/23324460](tel:08923324460)

 [@pflge.raw@muenchen.de](mailto:pflge.raw@muenchen.de)

Refugees in work and school / Starting instead of waiting

Refugees in work and school / Starting instead of waiting

Do you want to graduate from school but don't yet speak German well enough to attend a regular school? Register now for the next course. The course starts in September 2024 and there are two different school-leaving qualifications that you can complete with us:

- "EMSA" - Erfolgreicher Mittelschulabschluss
- "Quali" - Qualifizierender Mittelschulabschluss

Afterwards, you have the option of attending another school or doing an apprenticeship. We will help you with this!

The offer is free of charge.

 [Find out more](#)

What are the contents?

- Lessons in German, maths, art or sport, IT and other subjects
- Vocational orientation
- Support in the search for an apprenticeship or a job or a secondary school
- Various projects and group work
- Socio-educational support and counselling
- Internships to help prepare for an apprenticeship and test professional interests and skills.

What requirements do I need to fulfil?


- Successful literacy and language skills corresponding to [level A1](#)
- Knowledge of basic arithmetic operations
- Refugee background / migration background, all countries of origin, regardless of residence status
- Place of residence Munich

When does the course take place?


The course starts in mid-September and ends at the end of July.

How do I enrol?

Register online, by e-mail or by post:

- online via  using [this form](#)
- by e-mail to @anmeldung.fluebs@mvhs.de
- by post to:
Münchner Volkshochschule
FLÜB&S – Flüchtlinge in Beruf und Schule (Haus K)
Hans-Preißinger-Str. 4b
81379 München

I have a question. Who can I contact?

 [089/480066511](tel:089/480066511)
@anmeldung.fluebs@mvhs.de

General counselling and information

Would you like to know more about the routes to your school-leaving qualification? Then you can get counselling. The "" [IBZ Language and Career Centre](#) will take a look at your personal situation. And will give you an overview of your options. The counselling is free of charge.

Support in the search for an apprenticeship: "pass(t)genau" project

Project "pass(t)genau"

Are you having difficulties at vocational school or problems with your residence permit? The "pass(t)genau" project supports young people who want to do an apprenticeship or have already signed an apprenticeship contract:

- We support you with your application.
- We get in touch with companies where the training will take place.
- We prepare you for the job interview.
- We support you with the application for a training permit.
- We will advise you if you already have a training contract.

Who for: For people up to the age of 27 who live in Munich or whose company or vocational school is in Munich.

We support people who are doing or would like to do an apprenticeship in the following areas:

- Catering
- hotel
- Food
- Green professions
- Nursing
- Medicine
- Personal hygiene
- Educational areas

The offer is free of charge.

📍 Kolping Bildungsagentur - Projekt pass(t)genau
Landsberger Str. 6
80339 München

☎ [089/55933742](tel:08955933742)

@ passtgenau@kolpingmuenchen.de

🌐 [Website](#)

Support during training

Counselling and help: Azuro - Training and Future Office

Azuro - Training and future office

Are you currently doing an apprenticeship and have problems or questions? We can advise you!

Our aim is to prevent you from dropping out of training unnecessarily. Our services are tailored to the individual needs of our clients.

Who for: Teenagers and young adults in training.

How we support you in difficult situations:

- We analyse the problems at the training place together
- We inform you about your rights and obligations
- We plan and practise discussions to solve the problems
- We support you in preparing for labour law proceedings
- We accompany you when you change your training place
- We support you with financial problems during your apprenticeship
- We refer you to other projects

This service is free of charge.

Kreisjugendring München Stadt und DGB Jugend

Azuro – Ausbildungs- und Zukunftsbüro

Paul-Heyse-Str. 22

80336 München

☎ [089/51410635](tel:08951410635)

✉ @azuro@azuro-muenchen.de

🌐 [Our website](#)

🕒 Monday 15:00 - 19:00

🕒 Tuesday and Wednesday 15:00 - 18:00

🕒 Thursday 16:00 - 20:00

🕒 Friday 09:00 - 14:00

Office for educational support

Office for Training Assistance

Everyone in Germany should have the opportunity to complete vocational training or a secondary school qualification. Some parents are unable to support their children because they do not have enough money. There are two laws that provide financial support for training. They are called:

- "Bundesausbildungsförderungsgesetz (BAföG)"
- "Aufstiegsfortbildungsförderungsgesetz (AFBG)"

The Office for Training Assistance will help you to apply.

Prerequisites:

BAföG As a rule, only those who are under 45 years of age at the start of their training can receive financial support. The funding also depends on the residence status and income of the

parents or spouse.

AFBG can be applied for regardless of age. The income of relatives is also not taken into account here. However, a certain residence status is also required and only certain training courses are subsidised.

 [Find out more](#)

For whom:

- Pupils at secondary schools, for example specialised upper secondary schools, vocational upper secondary schools, vocational colleges, technical colleges, technical academies
- People who have completed vocational training and would like to complete further education or training. For example to "Meister".
- Students
- Pupils from Germany who are attending a training centre in Austria

There is barrier-free access to the building and the rooms. There is a disabled toilet.

Please make an appointment.

Amt für Ausbildungsförderung

 [Neuhauser Str. 39, 80331 München](#)

 [@afa.rbs@muenchen.de](mailto:afa.rbs@muenchen.de)

 [+49 \(0\) 8923396778](tel:+49(0)8923396778)

 <https://stadt.muenchen.de/service/info/amt-fuer-a...>

Psychological counselling for problems at school

Psychological counselling for problems at school


The Central School Psychological Service helps pupils and their parents/guardians,

- if there are problems at school.
- if you want to improve your learning and concentration.
- if you are confronted with fears, worries or stress at school.

Please feel free to make an appointment with us. In a personal discussion, we will look together for solutions and possibilities of how and what we can change.

Who for: Pupils at municipal secondary schools aged ten and over and their legal guardians.

The programme is free of charge.

 We can organise a person to translate. Please let us know in advance which language you speak.


You can also bring your children to the appointment.

There is barrier-free access to the building and the rooms.

 From Monday to Thursday 8:30 - 16:30

 On Friday 8:30 - 13:30

Zentraler Schulpsychologischer Dienst

 [Neuhauser Straße 39, 80331 München](#)

 [@schulpsychologie@muenchen.de](mailto:schulpsychologie@muenchen.de)

 [+49 \(0\) 8923340940](tel:+49(0)8923340940)

 <https://www.pi-muenchen.de/schulpsychologie>

This text contains information on the following search terms:

Bullying, trauma, grades, exam anxiety, school stress, secondary school, grammar school, vocational school, vocational college, specialised secondary school, vocational high school, vocational schools, vocational preparation, vocational integration

Support during training: Learning German

StaBiL-Strength through encounter & interactive learning

General offer:

We support people who are doing an apprenticeship in learning German.

Who for: For all people who have a training contract.

Additional offer for trainees in the automotive, metal and wood technology sectors:


- We support you in the subjects at vocational school
- We help you prepare for exams
- Our socio-pedagogical support helps you with challenges at work and in everyday life

Who for: For people doing an apprenticeship in the fields of automotive, metal and wood technology

Further information:


The programme is free of charge.

There is barrier-free access to the building and the rooms.

 IG InitiativGruppe, Karlstr. 44, 80333 München (on the 2nd floor)

 [089/54467167](tel:08954467167)

 [@ausbildungsbegleitung@initiativgruppe.de](mailto:ausbildungsbegleitung@initiativgruppe.de)

 From Monday to Thursday 11:30 - 19:00 and on Friday 11:30 - 15:00

 [Website](#)

**This text contains information on the following search terms:
tutoring, theory**

Support during training: "pass(t)genau" project

Project "pass(t)genau"

Are you having difficulties at vocational school or problems with your residence permit? The "pass(t)genau" project supports young people who want to do an apprenticeship or have already signed an apprenticeship contract:


- We support you with your application.
- We get in touch with companies where the training will take place.
- We prepare you for the job interview.
- We support you with the application for a training permit.
- We will advise you if you already have a training contract.

Who for: For people up to the age of 27 who live in Munich or whose company or vocational school is in Munich.

We support people who are doing or would like to do an apprenticeship in the following areas:

- Catering
- hotel
- Food
- Green professions
- Nursing
- Medicine
- Personal hygiene
- Educational areas

The offer is free of charge.

 Kolping Bildungsagentur - Projekt pass(t)genau
Landsberger Str. 6
80339 München

 [089/55933742](tel:089/55933742)

 @passtgenau@kolpingmuenchen.de

 [Website](#)

Looking for work

Labour market advice at Bellevue di Monaco

Labour market advice in Bellevue di Monaco

Are you looking for a job? Would you like to start an apprenticeship? Would you like to work in the profession you have learnt? Do you still need a German course or training? Would you like to know whether your diploma or certificate can or should be recognised?

We are well networked and know the right people to contact. We will answer your questions and help you with the following topics:

- Finding the right person to answer your questions
- Recognition of your profession or studies
- Searching for a German course
- Searching for a school
- Searching for an apprenticeship
- Searching for vocational qualification measures
- Searching for a job

Counselling is free of charge.

You don't need to register. Just drop by!


 [Website](#)


Who for: Immigrants aged 16 and over with migration or refugee experience, regardless of residence status

Children can be brought along.

Access to the building and the rooms is barrier-free. There is a disabled toilet.


The programme is free of charge.

 Café im Bellevue di Monaco, Müllerstraße 6, 80469 München

 [08923340622](tel:08923340622)

 @ibz-sprache.soz@muenchen.de

 <http://www.muenchen.de/ibz>

 Wednesday 16:00 - 18:00

This is a [Counselling on German courses, school, work, training \(IBZ - Sprache und Beruf\)](#) service [Counselling on German courses, school, work, training \(IBZ - Sprache und Beruf\)](#)

This text contains information on the following search terms:
language, education, school-leaving certificate

Career, dual study programme or apprenticeship with the City of Munich

Career, dual study programme or apprenticeship at the City of Munich

Around 42,000 people work for the City of Munich and ensure that everything runs smoothly: in administration, waste collection, transport planning, social centres, the municipal nursery, schools and kindergartens and many other areas. We make sure that there are playgrounds, theatres, housing and schools.


There are many different areas of responsibility.

Requirements: Curiosity, openness and a willingness to embrace new things and actively help shape change.


We are committed to equality, equal opportunities and anti-discrimination.

We have an interest in our employees working for us in the long term. We also offer attractive training and development programmes.

 muenchen.de/career

 muenchen.de/muenchenarbeitetbunt

Training and studies:

You can find an overview of possible apprenticeships and degree programmes here:  muenchen.de/ausbildung

We offer: Help with finding accommodation, good support, study trips, internships abroad, seminars.

If you are committed to the city of Munich with its more than 1.5 million inhabitants and want to help shape it, you've come to the right place. Become part of the City of Munich team!

Find work with socialbee

Find work with socialbee

At socialbee, we help you to find a job. You have the choice: either go straight to work or first take part in a socialbee further qualification programme to increase your chances of a career. Apply to us now and we will help you make the right decision!

Who for: For refugees and migrants who are looking for a qualification and/or work.


Prerequisite: At least A2 [German language skills](#)

The programme is free of charge.


There is barrier-free access to the building and the rooms.

 From Monday to Friday 09:00 - 17:00

socialbee

 [St.-Martin-Straße 106, 81669 München](#)

 @bewerbung@social-bee.de

 [+49 \(0\) 17643816314](tel:+49(0)17643816314)

 <https://www.social-bee.de/jobs/>

This text contains information for the following search terms:

Job, pre-qualification, full-time work

amiga - Career Centre for Internationals

amiga - Career Center for Internationals

Sometimes looking for a job can be very difficult despite being highly qualified. Especially for people who have not lived in Germany for very long. We would like to support you in overcoming these difficulties. We advise international professionals and students on the following topics:


- Planning your career
- Searching for a job
- Starting your career


We support you in entering the labour market. There are many free programmes. Most of them are online, in English and flexible in terms of time:

- Counselling & training
- Seminars & workshops
- Events with companies where you can network.
- Sponsorships

Here you will find  [current events](#).

For a consultation, please make an appointment.

 [089/3188090](tel:0893188090)

 [@info@amiga-muenchen.de](mailto:info@amiga-muenchen.de)

 [Website](#)

IBZ Career for the long-term unemployed

IBZ Beruf für Langzeitarbeitslose

We support people who have been unemployed for a long time. Together we look for ways to stabilise their life situation.

Are you socially disadvantaged? Would you like to continue your education and return to work?

Our offer:


- We talk about your situation together and analyse the problems
- We support you in developing a personal goal
- Together we develop a career perspective and look for opportunities for further training

- We advise and support you during qualification and/or when you have found a new job

Who for: For people in Munich with a work permit in Germany, language level A2 / B1, aged 18 and over.


The offer is free of charge.

You can bring your children along for counselling.

 Hamburger Str. 32, 80809 München

 [089/45104019](tel:08945104019)

 @iris.lipski@anderwerk.de

 daily from 08:00 to 17:00

 [Website](#)

**This text contains information on the following search terms:
Unemployment**

Counselling for women on their professional future (more education - more opportunities)

More education - more opportunities

The project helps women with their professional future.

We talk about your personal and professional goals. We look for a suitable qualification or another way in which you can develop your career. We then plan the necessary steps to improve your chances on the labour market.

For whom? For women,

- who want to improve their professional situation
- who are unemployed or looking for work
- who want to know and be able to do more
- who have a mini-job or unqualified employment
- who want to build a secure professional future

 German (B1)


Children can be brought along.

The programme is free of charge.

There is barrier-free access to the building and the rooms. There is a disabled toilet.

 Please make an appointment by telephone / e-mail:

Frau und Beruf GmbH | Mehr Bildung - Mehr Chancen

 [Lindwurmstrasse 129a, 80337 München](#)

 @mehrbiildung-mehr Chancen@frau-und-beruf.net

 [+49 \(0\) 8972019914](tel:+4908972019914)

 <https://www.frau-und-beruf.net/mehrbildung-mehrch...>

This text contains information on:

migrant women, support, getting started, catching up on school-leaving qualifications

Info Centre Migration and Work

Migration and Labour Information Centre

People from EU member states can come to us. We will support you if you are experiencing difficulties as a result of your work situation.

Our offer:

- We support you with your application
- We support you in your search for a job
- We can place you in a qualification programme
- We can place you in a language course


Who for: Migrants from EU member states, with a focus on Bulgaria and Romania.


The offer is free of charge.

 Bulgarian, German, English, French, Romanian, Turkish

There is barrier-free access to the building and the rooms. There is a disabled toilet.

 Infozentrum Migration und Arbeit, Sonnenstr. 12a, 80331 München

 From Monday to Thursday 9:00 - 16:00

 [089/51114642](tel:08951114642)

 @arbeitsmigration@awo-muenchen.de

 [Website](#)

Legal information on the topic of work

Labour contract

Employment contract

Anyone who starts work is given an employment contract. It regulates the most important conditions of an employment relationship, such as

- when and how much you work
- how many days of holiday you have
- how high your salary is
- how long the notice period is

Both sides - employee and employer - must adhere to these agreements. As the contract becomes legally binding when you sign it, you should only sign it once you have fully understood the content.

There are different types of contracts:

Permanent employment contract

There is usually a probationary period of three or six months. During this period, an employment relationship can be terminated by either the employer or the employee at short notice within two weeks. At the end of the probationary period, a permanent employment relationship begins. The protection against dismissal is then longer. Working hours are generally up to 40 hours per week.

Fixed-term employment contract

The employment relationship ends at the agreed time. Cancellation is not necessary.

Mini-job (marginal employment)

The maximum earnings per month are 538 euros and are tax-free. The employee does not have to pay contributions to statutory health insurance and unemployment insurance. You can also be exempted from the pension insurance obligation upon application. People who have a mini-job receive very little pension later on. You must take care of your own health insurance. It is best to seek advice from a statutory health insurance company.

Apply for a certificate of good conduct

Applying for a certificate of good conduct

Some employers want you to provide a certificate of good conduct. Certificates of good conduct serve as proof that someone has no criminal record. The certificate of good conduct is sometimes also called a "police certificate of good conduct". For example, you will need one if you want to work in the security sector, with children or in the public sector.

There are different types of certificate of good conduct:


- for private purposes
- for a public authority
- Extended
- European

Ask the authority for which you need it which type is required.

You can submit the application [online](#) at 

 [Learn more](#)

For questions:

 [089/23396000](tel:08923396000)

 [Contact form](#)

Minimum wage

Minimum wage

There is a minimum wage in Germany. It's written in the law. The hourly wage you receive may not be lower. It also applies to overtime.

The current minimum wage per hour is 12.41 euros gross. The amount is regularly increased.

The minimum wage does not apply to

- Young people under the age of 18 without completed vocational training
- People in training
- long-term unemployed persons during the first six months of their employment after becoming unemployed
- school or study-related internships
- Internships for professional orientation up to three months
- Voluntary work

Payroll accounting or payroll accounting

Pay slip or payslip

If you are employed, you will receive a payslip or payslip after the first month. With some employers, you will also receive a statement every month thereafter. With some employers, you will only receive one if something is different than usual. For example, if you receive a Christmas bonus that month or if your insurance contributions have increased.

The following information must appear on the statement:

- Name and address of the employer
- Name, address and date of birth of the employee
- Insurance number of the employer
- The date on which the employment began
- Tax class and tax identification number
- The period to which the statement relates
- Gross salary (salary without deductions)
- Type and amount of supplements or allowances
- Type and amount of deductions
- Net amount (after all deductions)

The net amount is usually the amount you are paid.

Exception: In the case of advances, loans from the company or salary garnishments (if you have debts), further amounts are deducted from the net amount.

Taxes and social security contributions

Taxes and social security contributions

If you work, you pay part of your salary as taxes and social security contributions. If you are self-employed, you must also pay taxes.

"Bruttogehalt" is the salary without deductions (gross salary).

"Nettogehalt" is the salary after taxes and social security contributions have been deducted (net salary).

Income tax

Income tax is a contribution to the financing of federal, state and local government expenditure. Tax money is used, for example, to build roads and schools or to finance social benefits.

- If you are employed, you will receive your net salary. This means that your taxes have already been deducted.
- If you are self-employed, you have to pay tax on your income.

Tax identification number

Every person living in Germany is given their own tax ID ("Steueridentifikationsnummer"). The tax ID is an 11-digit number. It is valid for life. You will receive the number within 2 to 4 weeks of [registering](#) your place of residence. Children born in Germany will automatically receive their tax ID by post within three months of their birth. You must keep the documents in a safe place. You will need the number again and again. For example, you will need the number

- when you are working
- for your tax return
- when you apply for child benefit
- when you open a bank account

If you no longer know the number or have not received the letter, you can apply here to have the documents sent to you again:

 [Online form](#)

Tax return

You can claim certain expenses in your annual tax return. This means that the tax you have to pay will be less. Many people are obliged to submit a tax return, so it is best to check with the tax office whether this applies to you. There may be either refunds in your favour or additional payments due to the tax office.

If you need help with your tax return, it is best to contact your local income tax association. The tax office can also help you with further questions.

Social security contributions

In addition to taxes, employees must also pay monthly social security contributions. This is called "Sozialabgaben". You are legally obliged to pay these contributions. If you are employed, the contributions are automatically deducted from your gross salary and paid by the employer to the social insurance organisation.

The social security contributions are made up of contributions for

- Pension insurance
- Unemployment insurance
- health insurance
- nursing care insurance

The amount depends on the individual income.

Social security contributions finance the German social security system. They ensure that everyone is covered. If someone is unable to find work or can no longer work, the most basic living expenses can be covered. For example, if you become unemployed and have previously paid into the unemployment insurance scheme for a certain period of time, you are entitled to unemployment benefit I. You will also receive a state pension in old age if you have paid a monthly contribution into the pension insurance scheme.


There are some exceptions for foreign employees. For example, if they have been posted to Germany by a foreign company. Or if they are employed or self-employed in several countries. Or if they are affected by other exemptions.

One requirement for an unlimited residence permit is that you have paid pension insurance contributions for at least 60 months. This also applies to self-employed persons. There are exceptions here too.

National insurance number

The German Pension Insurance will automatically send you the number by post. You will receive the number as soon as you start your first job in Germany.

If you lose your number, you can enquire at the pension insurance office:

 [0800/10004800](tel:080010004800) (free of charge from a German landline)

 [German Pension Insurance](#)

Occupational Health and Safety Act / Safety in the workplace

Occupational Health and Safety Act / Safety in the workplace

How is safety in the workplace regulated? Occupational health and safety ensures that you are adequately protected at your workplace. Occupational health and safety applies to you as a person and to your workplace.

There is a law for this. It is called the Occupational Health and Safety Act (ArbSchG) and lays down the rules. These rules are intended to guarantee the health and safety of all employees. The law lays down rules for all areas:

- What obligations regarding occupational health and safety apply to employers?

- What obligations and rights do employees have?
- How are the legal provisions monitored?

Precise prevention measures are defined for workplaces where there is a risk to employees. For example, accidents can be avoided. Employers are responsible for ensuring that the measures are complied with and implemented. Employees must be aware of the measures and be reminded of them regularly.

Employees are obliged to comply with certain regulations. These serve to protect them. For example:

- They must not endanger other people during their work.
- They are obliged to report any defects that could pose a danger.

 [Occupational Health and Safety Act](#)

Accident at work

Accident at work

An accident at work is an accident that occurs during working hours or on the way to or from work.

In this case, you are covered by accident insurance through the company (employer).

If you have an accident at work, please make sure you tell the doctor before you start medical treatment. The treatment will then not be paid for by the health insurance company, but by the employer's accident insurance. You can find out the name of the accident insurance company from your employer.

If you are unable to work due to an accident at work

- are unable to work for longer than one day or
- require prolonged medical treatment or
- become ill again at a later date

you must visit a so-called "Durchgangsarztin" or "Durchgangsarzt".

 [Durchgangsarzt / Durchgangsarztin Search](#)

Works council and trade unions

Works council and trade unions

If you work in Germany, you have the right to defend your interests. You have a say in your workplace and in the company.

Betriebsrat / Personalrat

From a certain size of company, there must be a works council or staff council. This is mandatory by law.

The works council consists of a group of people who also work in the company and are elected by their colleagues. They then represent the interests of all employees. They have a say in certain decisions. If you have a question or a problem, you can turn to them.

For example, the works council can monitor whether the company is doing enough to protect employees from accidents. Or it can receive complaints from workers and pass them on to those responsible. It is consulted when someone starts a new job or is made redundant. They can also have a say in when working hours begin and end, when breaks are taken and when holidays are taken.

Gewerkschaften

If you form a group, you have better opportunities to assert yourself against the company. A trade union is an association of people who stand up for the economic and social interests of employees. They advise their members on labour and social law issues. They negotiate collective agreements and support works councils.

There are eight different trade unions in Germany for the various professional sectors. Which trade union is responsible for you depends on the sector in which you work.

Deutscher Gewerkschaftsbund München


The group of all German trade unions is called "Deutscher Gewerkschaftsbund". There you can find out which trade union is responsible for you.


[Membership of a trade union](#)

Who for: People who are doing an apprenticeship. People who are studying. People who are working. People who are retired.

There is barrier-free access to the building and the rooms. There is a disabled toilet.

Deutscher Gewerkschaftsbund (DGB) München
Schwanthalerstraße 64
80336 München

 [089/51700102](tel:08951700102)

 [@info@dgb-muenchen.de](mailto:info@dgb-muenchen.de)

 [Website](#)

 From Monday to Friday from 09:00 to 17:00

Irregular and illegal employment

Irregular and illegal employment

If a job is not registered with the tax office or health insurance fund

All work must be registered with the tax office and the health insurance fund. This means that taxes and social security contributions are paid. If a job is not registered there, it is illegal and is referred to as "irregular employment" in Germany. One term for this is "undeclared work".

When work is carried out despite financial help from the state

Social benefits and unemployment benefit is money from the state. The money is intended for people who do not have a job.

If you receive such assistance and would like to take up work, always inform the office from which you receive the money: the [Economic Refugee Aid](#), the [Employment Agency](#) or the [Job Centre](#).

You are allowed to receive benefits and earn money. However, you are obliged to report any earnings and income immediately. The benefits will then be recalculated.

If someone receives financial support but still works and conceals this, this is called illegal employment. This means that you are receiving financial support from the state even though you are working. This is prohibited and against the law.

If you do not have a work permit or have a restricted work permit

If you are working even though you do not have a work permit, this is also illegal employment.

Persons who have restricted access to the labour market ("Gestattung" or "Duldung") must apply for an employment permit from the [foreigners authority](#) before starting work.

What are the consequences?

There is a risk of fines and imprisonment. Depending on the country of origin and residence permit, illegal employment can also lead to an indefinite work ban.

Labour exploitation

Labour exploitation

Labour exploitation is when unfair conditions prevail at work or the labour force is exploited without the consent of those affected. Those affected receive no or too little money for their work. They have to work under poor or even dangerous conditions. They are threatened or experience violence.

- Slavery and forced labour are prohibited in Germany.
- Human trafficking or forced sex work is prohibited in Germany.

Other forms of exploitation are also punishable by law:

- if no money is paid for the work.
- if the working hours are longer than agreed in the employment contract (evasion of the minimum wage).
- if no wages are paid during illness or paid holidays.

If you are an EU citizen, you can get help and advice from [Fair Mobility](#).

If you are a non-EU citizen, you can get help and advice from [Fair Integration](#).

Labour court

Munich Labour Court

The Labour Court is responsible for hearing legal disputes between employers on the one hand and employees on the other. For example, in matters relating to dismissals, cancellation agreements, warnings, etc.

Arbeitsgericht München

Winzererstraße 106

80797 München

☎ [089/306190](tel:089306190)

Fax 089/30619298

🌐 [Website address](#)

Postal address:

Arbeitsgericht München

Postfach 40 01 80

80701 München

Telephone information:

☎ [089/3061934](tel:0893061934) (🕒 From Monday to Friday 09:00 - 11:30)

You will receive information on the content of laws and collective agreements in preparation for legal action. However, this is not legal advice.

Legal application centre:

🕒 From Monday to Friday 08:00 - 12:30. The issue of queue numbers ends at 11.30 am.

- Complaints and applications can be recorded here.
- Information on the content of laws and collective agreements in preparation for legal action
- No legal advice or general legal information

🗣️ Unfortunately, there are no interpreters. If you do not speak German, please bring someone with you to translate.

Advice and assistance on labour law

Fair mobility - labour law advice for people from EU countries

Labour law advice for people from EU countries

The "Fair Mobility" counselling service supports you in ensuring that you are paid fairly for your work. We help you to ensure that you can work under fair conditions.

Who for: People from EU countries in Central and Eastern Europe, especially Romania and Bulgaria.

We advise you

- if you do not receive your wages
- if you have received notice of termination
- if you do not know your rights arising from the employment relationship

- if you have questions about labour law

We also offer seminars on German labour law.

 [Learn more](#)

 Bulgarian, German, English

You can bring your children along for counselling.


The counselling is free of charge.

Please make an appointment with us.

Beratungsstelle Faire Mobilität

Neumarkterstr. 22

81673 München

 [089/51399018](tel:08951399018)

 @muenchen@faire-mobilitaet.de

 [Current opening hours](#)

 [website](#)

**This text contains information for the following search terms:
legal advice, outstanding wages, no salary**

Fair integration - labour law advice for third-country nationals and refugees

Labour law advice for third-country nationals and refugees

The "Fair Integration" advice centre provides information and advice on social and labour law issues. Only those who know their rights can claim them and defend themselves against exploitation and discrimination. We would therefore like to inform you about your rights on the German labour market. Our goal is fair integration into the labour market with fair working conditions.

For whom: For refugees and third-country nationals

If you are working or doing an apprenticeship or internship or will soon be starting work and want to find out more, you have come to the right place.

Our focus in counselling:

- What rights do you have at work, in training or in an internship?
- What are the standards on the German labour market?
- Questions about pay, for example, if no or too little pay has been paid
- Minimum wage
- Working hours
- holidays
- Health insurance
- What happens if I can no longer work or have an accident at work?
- Cancellation

Our counselling is free and confidential. Regardless of your residence status - feel free to contact us!

Please make an appointment with us.

We offer counselling in person and on the phone.


[Our website](#)

Mustafa Alia


 [01755355867](tel:01755355867)

 @mustafa.alia@emwu.org


 Faire Integration, Wertachstraße 29 a, 86153 Augsburg


 German, English, Arabic

Fkreyesus Ghebreyesus


 [0911/27870948](tel:0911/27870948) and [0151/18742185](tel:0151/18742185) (Mobile)

 @fkreyesus@emwu.org


 Faire Integration, Kornmarkt 5-7 (4. OG, Raum 420-422), 90402 Nürnberg

 German, English, Tigrinya


Anna Hebenstreit


 [01757336316](tel:01757336316)

 @anna.hebenstreit@emwu.org

 Europäischer Verein für Wanderarbeiterfragen e.V. - Projekt "Faire Integration",
Neumarkterstr. 22, 81673 München

(On the 2nd floor: 2.C.102)

 English, German, Russian, French

 From Monday to Friday 09:00 - 13:00

Path to independence

General information



General information

If you want to set up your own company, there is a lot to consider. Legal questions or bureaucratic hurdles often arise. The search for financing can also present many challenges. In order to support founders, there are contact points that can help with the preparations. For example:

"" [Munich start-up office](#)


"" [Social Impact Lab Munich](#)

Business registration

If you carry out a commercial activity, you must register it with the trade authority. Some types of business can be registered [online](#) at . For others, you need a [personal appointment](#) at .

 [Find out more](#)

If you have any questions, you can contact the trade authority:

 [089/23396030](tel:08923396030)

 @gewerbemeldung.kvr@muenchen.de

Munich start-up office

Münchener Gründungsbüro - The start-up counselling service of the City of Munich

We support you with the first steps towards self-employment on these topics:

- Start-up formalities
- Business plan
- Choice of legal form and tax overview
- Private and business insurance
- Subsidies and financial support
- Seminars and events
- Space offers and start-up centres

You can use our online services. There you will receive

- Start-up knowledge
- Business plan template
- Checklists and contact points in Munich
- Video tutorials

There is an information event: "Successful start-up - What can I expect?"

It lasts two hours.

 [Find out more](#)

If you have any questions, we will be happy to advise you. We can also give you feedback on your business plan. Please fill out the online form:

 [in German](#)

 [in English](#)

Please note: We do not provide insurance, tax or legal advice. The [Chamber of Skilled Crafts](#) advises you on start-ups in the skilled crafts sector.

Who for: Anyone in Munich who is planning to become self-employed (no branch offices).

 German and English, sometimes also French and Spanish.

The programme is free of charge.


Children can be brought along.

There is barrier-free access to the building and the rooms. There is a disabled toilet.

The conditions under which you are allowed to work in Germany depend on your residence status. Information on this and on finding work can be found under [work permits](#).

 [089/23321759](tel:08923321759)

@start@muenchen.de

 Please make an appointment.

This text contains information on the following search terms:

Founder, Startup

Social Impact Lab Munich - start-up counselling for people with a refugee or migrant background

Social Impact Lab Munich - start-up counselling for people with a refugee or migrant background

The RESTART project supports people with refugee or migration experience who are starting their own business or have already been self-employed (for a maximum of 1 year). There are often many challenges and bureaucratic hurdles for founders. We can help you!

We offer you:

Personal coaching: We will answer your questions and tell you what you need to do to start your own business.

Courses and workshops: You can take part in courses to learn how to be successfully self-employed.

Mentoring: You will have a person you can ask for advice.

Getting to know people: You can meet other people who are doing the same thing as you. This can help you make new friends or work together.

Online learning: You can learn a lot about start-ups.


Requirements to participate:

- You need a clear idea of what kind of business you want to set up. It is best if you already have help preparing.
- You must be in the process of starting your business. Or you are about to start.
- You need a "Permit to work independently in Germany".
- You speak English or German well: at least B2 level.

Would you like to take part?

Click here for the  [application form](#).


The programme is free of charge.

 Appointments by arrangement

Social Impact Lab

 [Lindwurmstraße 45, 80337 München](#)

@restart@socialimpact.eu

 [+49 \(0\) 17616113504](tel:+49(0)17616113504)

 <https://socialimpact.eu/restart>

This text contains information on the following terms:

Business, consulting, coach, training, company, business plan, marketing, financing, funding, start-up, network, mentoring

Further education

Gastro Academy

Gastro Academy

The Gastro Academy has existed since January 2021 and is a programme that qualifies and trains people specifically for work or training in the catering industry.

Who for: People with a refugee or migrant background and people with migration-related support needs.

Requirements: 18 years and older with a [language level](#) of at least A2

The programme is free of charge. You only have to cover the cost of the journey yourself.

There is barrier-free access to the building and the rooms. There is a disabled toilet.

 [0151-40361881](tel:0151-40361881)

 @elena.muennich@ueberdentellerrand-muc.org

 [Website](#)

This text contains information on the following search terms:

training, qualification